

CARLTON PARISH COUNCIL

Minutes of the Annual Meeting held at Saint Andrew's Community Hub, Main Street, Carlton at 19:50 hrs on Wednesday 17th May 2023

Present: S G Tupling (Chairman), J H Boston, I Sarson, M A Vann (Councillors), M A Cook (Borough Councillor), 3 members of the public, C J Peat (Clerk).

1. Election of Chairman and Vice-Chairman

It was resolved that Stuart Tupling be elected Chairman.

It was resolved that Ian Sarson be elected Vice Chairman.

2. Declarations of Acceptance of Office

The election of Parish Councillors had been uncontested, and R G Arnold, J H Boston, I Sarson, S G Tupling and M A Vann had been duly declared elected on 4th April.

Declarations of Acceptance of Office had been signed by all Councillors and the Chairman and witnessed by the Clerk.

3. Minutes of the meeting of 8th March 2023

It was resolved that the minutes be confirmed and they were signed by the Chairman.

4. Administrative matters

a) Apologies for absence from Councillors

It was resolved that an apology from Cllr Arnold be accepted.

b) Declarations of interests (including Disclosable Pecuniary Interests) and requests for dispensations in respect of items on the agenda

There were none.

c) Power of General Competence

It was resolved that Carlton Parish Council met the criteria for eligibility set out in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 (SI 2012/965) in that all Members had stood for election and the Clerk held a Certificate in Local Council Administration and therefore that the Council was qualified to use the Power of General Competence under Chapter 1 s1-8 of the Localism Act 2011.

d) Declarations of Interests

The Clerk confirmed that Councillors declarations of interests forms had been submitted to H&BBC and uploaded to the PCs website.

e) Changes to bank mandate

It was resolved (i) that bank accounts be continued with HSBC UK Bank plc ('the Bank') and the Bank is authorised to: a) pay all cheques and act on other instructions for payment signed on behalf of the Council by any two of those

listed overleaf (the 'signatory') whether any account of the Council is in debit or credit; b) deliver any item held on behalf of the Council by the Bank in safe keeping against the written receipt or instructions of C J Peat, Responsible Financial Officer of the Council; and c) accept C J Peat, Responsible Financial Officer of the Council as fully empowered to act on behalf of the Council in any other transaction with the Bank. (ii) That the Council agrees that any debt incurred to the Bank under this authority shall in the absence of written agreement with the Bank to the contrary be repayable on demand. (iii) That the Responsible Financial Officer (the 'Proper Officer') is authorised to supply the Bank as and when necessary with lists of persons authorised to sign, give receipts and act on behalf of the Council, and that the Bank may rely upon such lists. (iv) That these resolutions be communicated to the Bank and remain in force until changed by a resolution of the Council and a copy, certified by the Chief Executive and the Proper Officer, is received by the Bank.

A new mandate for the PCs accounts with HSBC Bank was signed by Councillors.

5. Reports, questions and comments

a) Parish Councillors

The Chairman **thanked** Simon Cooper for his contribution to the work of the PC since his co-option on 8th February 2017 and welcomed Robin Arnold. The Chairman also **congratulated** Borough Councillor Maureen Cook on her re-election.

The Chairman **congratulated** the Carlton Coronation Group on the Coronation party and associated events over the weekend of 5-8th May.

Dr Luke Evans MP had written to express concerns about the performance of the H&BBC Planning Dept, attaching a copy of a letter from the Secretary of State for Levelling Up, Housing & Communities. The Secretary of State was concerned that the performance of the LPA of 46.5% between October 2020 and September 2022 was far below the expected threshold of 70% and had threatened to formally designate the LPA unless it could demonstrate improved performance by June 2023. Dr Luke was also concerned that the LPA did not have an up to date Local Plan and could not show a 5-year housing land supply. A reply **was agreed**, accepting that the performance of H&BBC Planning had been very poor but noting that there had recently been a very significant improvement and that some problems could be attributed to the systematic underfunding of local government, changes in legislation and uncertainties as to future government policies. With regard to housing targets, it was not clear why the LPA did not have a 5-year housing land supply, in view of the developing SUEs in Barwell and Earl Shilton.

Councillors were concerned that communication within the parish remained poor and fragmented, and in particular that younger members of the community did not know how parish organisations worked. Some organisations produced reports which were not published, others operated through on-line forums which addressed only their own members. **It was resolved** that the Clerk investigate the possibility of using a QR code (in various locations) to link to a current events and news page on the PC website.

Cllr Vann suggested that plaques might be installed to mark the various commemorative trees in the Parish. The consensus view was that plaques would get in the way of mowers and would be subject to damage and interference. It was noted that Report 2022-14 listed all significant trees at that time. **It was resolved** that a Carlton tree trail be prepared for consideration at a future meeting.

b) Leicestershire County Council

Cllr B Harrison-Rushton **was thanked** for a written report on LCC business and local issues.

c) Hinckley & Bosworth Borough Council

Cllr M A Cook **was thanked** for a written report on H&BBC business and local issues, and for advice relating to other matters.

d) Carlton Neighbourhood Watch group

Ms R Yule had advised that there had been no reported crime in Carlton in January; 1 report of criminal damage and arson in February; and 1 report of criminal damage and arson and 1 report of violence and/or sexual offence in March.

It was resolved that a letter be sent to the Police & Crime Commissioner expressing concern that (i) the clear-up rate for reported crimes in the area was only 10%, and that no result had been reported in local cases where good CCTV evidence had been provided, and (ii) that the reported crime figures did not include scams, fraud and financial crime (Neighbourhood Watch Annual Report in minutes of Annual Parish Meeting refers).

e) Parish Clerk

Election – it was noted that Borough Councillor Maureen Cook had been re-elected with 610 votes against 480 for Andrew Tessier and 125 for Geoff Dams, with a turnout of 41.1%.

Councillor training – Cllr Arnold had expressed an interest in attending an LRALC Councillor Training course, and the Clerk had booked a place at a cost of £50.00 as the courses were likely to be over-subscribed. This action **was approved**.

Tree plantings – two sessile oak whips (*Quercus petraea*) had been planted in the CDJO and one at Harry's grave by kind permission of the landowner. A Fang's hornbeam (*Carpinus fangiana*) had been purchased and a member of the Carlton Brownie Pack from 1977 had been invited to plant it in the churchyard (p.1896/5 refers). Total costs of £100.00 had been refunded to the Clerk.

Daffodils – the new plantings of *Carlton* daffodils had made attractive displays at each village nameplate, around the Main St/Barton Rd junction, and in the middle of Main St.

Barton Rd – pothole had been repaired by LCC Highways on 30/3 (p.1886/3e refers).

Bosworth Rd – two blocked gullies had been reported to LCC Highways.

Main St the overhanging hedge in front of 17 had been cut back, though not as hard as requested (p.1895/3f refers).

Main St – LCC Highways had refused to repair the footway in front of 69-71 Main St (p.1895/3f refers).

Main St – a pothole in front of no. 38 had been repaired by LCC Highways.

Footpath S47 – the decayed footpath finger post at Harry's Grave had been replaced.

ROLLR – five plans of the cemetery dating from 1966 to 2007 had been deposited on permanent loan under accession number DE10591.

Arnold-Baker – the PC held copies of the 9th, 10th and 12th editions. **It was resolved** that the 9th and 10th editions be offered for sale.

Toddlers Play Area – Cllr Vann **was thanked** for painting the play equipment and removing a cradle swing seat which had clearly been damaged by excessive weight being placed on it. After consultation with Councillors a new cradle swing seat and 4 replacement bushes had been ordered from Wicksteed at an estimated cost of £159.69 + VAT. This action **was approved**. The Clerk **was thanked** for installing the new cradle seat and bushes on 12/5.

P&CIF 2023 – both of the PC's grant applications (for a replica lamp for the church gate and playbark for the TPA) had been refused (p.1882/6, 1883/11d refer). **It was resolved** that the playbark be ordered at an estimated cost of £1270.00 as other grants were not available for playground maintenance. Cllr Arnold had suggested the Patston Trust as a potential source of grant funding for the church lamp and an enquiry had been sent to the Trustees.

HSBC Bank – **it was noted** the Market Bosworth branch had closed on 25th April.

Green roof project – had been deferred pending further investigations following a site meeting on 6/4 (p.1895/4 refers).

Cemetery – permission had been granted for the erection of a headstone to Michael Ralph Pointon. The headstone was Carlton Stone, dug from one of his fields by Mr Pointon himself.

FoSACC – the Trustees of The Friends of St Andrews Church Carlton had considered closing the charity, following the completion of the Community Hub Project. Councillors had been concerned to hear of this development, and after consultation the Clerk had made representations to the Trustees who had agreed to continue the charity, but to appoint new Trustees as appropriate. The PC and PCC had been instrumental in founding the St Andrews Church Fabric Fund in 1994, which had become a registered charity, the FoSACC in 1996. Since then the FoSACC has raised over £93k for the maintenance and fabric of the building, to preserve it for the community. This action **was endorsed**.

A list of digital communications and reports received would be copied to each Councillor, and copies of any files would be forwarded on request. Additional written documentation would be circulated.

f) Members of the public

There were no questions or comments.

6. Annual reports from parish representatives and organisations

- a) Carlton Charity Lands: Mr I Sarson**
- b) Carlton Footpath Group: Mr C J Peat**
- c) Carlton Gardening Group: Cllr M Vann**
- d) Carlton Geocache: Puddlejumper**
- e) Carlton Heritage & Tree Warden: Mr C J Peat**
- f) Carlton Parish Council website: Clerk**
- g) Carlton Youth Champions: Ms R Yule**
- h) Keep Carlton Tidy Group: Mrs I M Peat**

The contributors listed above **were thanked** for making report, and for their work and that of their groups for the benefit of the community. **It was resolved** that the reports be accepted and amalgamated into Report 2023-06.

7. Financial and audit matters

a) Report 2023-07: Quarterly financial statement for 1st January-31st March 2023

The monthly current account statements had been checked and signed as required (p.1515/9c refers), and the reconciliation was checked against the relevant statements for all bank accounts. **It was resolved** that Report 2023-07 be approved.

b) Receipts & Payments accounts for the financial year 2022-23

The Receipts and Payments accounts had been made up and signed by the RFO, and examined with supporting documentation by the Chairman and Internal Auditor. The reconciliations were checked against the relevant bank statements.

It was resolved that the receipts and payments accounts for the financial year ending 31st March 2023 be approved, and they were signed by the Chairman.

c) Report 2023-08: Summary financial statement for the financial year 2022-23

It was resolved that Report 2023-08 be approved.

d) Report 2023-09: Report on assets held on 31st March 2023

It was resolved that Report 2023-09 be approved.

e) Exemption from limited assurance review by the External Auditor

The total receipts and total payments for the financial year 2022-23 were both less than £25k, and the PC met the other criteria for exemption. **It was resolved** that the PC declare itself exempt from limited assurance review, and the Certificate of Exemption was signed by the RFO and Chairman.

f) Internal Auditor's report for the financial year 2022-23

It was resolved that the Internal Auditor's report **be noted** and the agreed fee of £85.00 be paid (p.1850/11 refers).

g) Annual Governance Statement for the financial year 2022-23

It was resolved that the Annual Governance Statement for the financial year ending 31st March 2023 be approved, and it was signed by the Chairman and Clerk.

h) Accounting Statements for the financial year 2022-23

The Accounting Statements for the financial year ending 31st March 2023 had been completed and signed by the RFO. The statements were supported by an analysis of variances and a bank reconciliation. **It was resolved** that the Accounting Statements be approved, and they were signed by the Chairman.

The RFO advised that redacted copies of all of the documentation approved in 7b-h would be uploaded to the PC's website, and that all of the PC's accounts and supporting documentation would be open to public inspection from Monday 5th June to Friday 14th July 2023 inclusive.

8. Report 2023-10: Summary statements of earmarked funds and s137 expenditure for the financial year ending 31st March 2023

It was resolved that Report 2023-10 be approved.

9. Report 2023-11: Annual review of property

It was resolved that Report 2023-11 be approved.

10. Report 2023-12: Annual report on memorials in the churchyard and cemetery

It was resolved that Report 2023-12 be approved.

11. Annual Report

It was resolved that the draft annual report be approved for printing and that the printed copies be delivered with the August issue of Carlton News.

12. No Parking signage on the Carlton Greens

The *No Parking – Carlton Parish Council Property* sign on the West Green had decayed and was falling apart. Carlton Green had been registered as a village green and improvements had

been made to Shackerstone Walk since this sign had been erected: parking and encroachment were now unlikely to occur. **It was resolved** that the decayed sign be removed and the grass made good, but that the two remaining signs on the East Greens be left in place.

13. Repair of the church clock

Cllr Vann and the Clerk had attended the AGM of the PCC where it had been reported that the church clock was in need of repair at an estimated cost of £650.00. **It was noted** that the clock had not been serviced for 5 years.

It was resolved that the PCC be advised that a grant of £200.00 would be made by the PC on completion of repairs to the church clock under s137 of the Local Government Act 1972 on the grounds that this expenditure was in the interests of the inhabitants of the area and that the benefit would be commensurate with the expenditure incurred. The PC would also recommend that the clock be serviced at least every two years.

14. Planning matters

a) Planning applications and appeals submitted

21/00195/FUL Erection of 9 holiday cabins with associated parking and landscaping.

Kyngs Golf & Country Club, Station Rd, Mkt Bosworth – appeal against refusal of planning permission. **It was resolved** that the PC object on the grounds that (i) the proposed holiday lodges will introduce significant built development into an area of attractive open countryside, will be highly visually intrusive, and will have a detrimental effect on the enjoyment of users of public footpaths S77 and S68 between Carlton and Market Bosworth, one of which is part of the Leicestershire Round walking route; ii) the proposed lodges are to be sold, so their use will not remain ancillary to the recreational use of the neighbouring golf course; iii) the 153 bus service has been withdrawn from Station Road, so there are no public transport services to the site; iv) the proposed conditions are unenforceable; and (v) the proposed location is not sustainable as the lodges cannot be connected to the main sewer. The PC had submitted photographs showing that the lodges would be visible from Carlton Green and footpath S68 leading from Carlton Green and passing the application site. The PC notes that Drawing No. HMD/PD/0377/10 ‘Proposed floor plans and elevations’ shows that Lodge 9 is 5.9m high and built on a platform raised between 1.0 and 2.7m above sloping ground level, showing that the roof of this Lodge will be 6.9m above the highest ground level on the site; Drawing GL0945 21A shows the ground level around Lodge 9 to be between 100.70 and 100.18m above OD, and the top of the mound to the north to be 103.54 – 105.12m above OD. The roof of the lodge will therefore project at least 1m above the highest point of the mound.

TR050007. Hinckley National Rail Freight Interchange Order 2023. It was resolved

that the PC object on the grounds that a) the interchange is not necessary as there are already large SRFIs capable of expansion at East Midlands Airport, DIRFT near Daventry, and Codsall near Wolverhampton. There is also an existing rail freight interchange at Birch Coppice Business Park, and ongoing extensive warehousing development at Bardon Hill; b) the proposal will have an adverse impact on Burbage Common and Woods and an unacceptable enclosing effect on this important historic green space; c) the proposed warehouses, by virtue of their mass and height, will be highly visible and will have an overbearing visual impact on the landscape over an unacceptably wide area; d) the proposal will eliminate a network of public rights of way linked to Burbage Common which provide a range of convenient access routes from the urban area into open countryside to the east of Hinckley; e) the transport infrastructure to the west of the proposal site (the A5 corridor and access to the M42 and M6) is inadequate; f) there do not appear to be any guarantees that the proposed warehouses will be reliant upon, or even use, the rail freight hub. The PC also objects to the proposed closure of footpath/bridleway U52 and suggests an alternative route and requests a condition that at least 75% by volume of the goods imported to or exported from the warehousing on the site shall be carried by rail.

b) Comments submitted under delegated powers

It was noted that the following comments had been submitted by the Clerk under delegated powers after consultation with Members and the Chairman (p.1472/10a refers).

23/00186/CLP Erection of ancillary outbuilding, 39 Main St. PC noted errors in submitted

plans and objected on grounds that proposed building would be outside the settlement boundary of Carlton and would have an unacceptable enclosing effect on 37 Main Street.

2023/CM/0037/LCC Retention of existing hardstanding including existing and proposed landscaping. Bosworth Marina, Carlton Road. PC objected on grounds that (i) proposed area of hardstanding is in open countryside, is not well related to the existing Marina buildings, slipways, areas of hardstanding and infrastructure, and would not be secure; (ii) the application site constituted an important part of the approved site landscaping scheme which was intended to provide wildlife habitats to compensate for the construction of the Marina. PC noted that (a) the approved plans included areas for a boat servicing building, slipways and hardstanding areas to the east of the existing building; (b) the approved landscaping plans had only just been completed in response to the threat of enforcement action; (c) the application site should by now have provided areas of mature trees, scrub woodland and a species-rich wild flower meadow; (d) the proposal is not necessary for articulated vehicle movements and would simply allow boats to be stored in a new location at some distance from the main Marina site; (e) the proposed boat storage area would not be visible from the Marina buildings, would be near to Carlton Road, and would not be secure. Approval of this application would make it difficult to resist further developments on this site in the future such as security fencing, security lighting, and maintenance buildings; (f) a private drive already provides access to the gas and septic tanks at the neighbouring dwelling.

c) Planning applications and appeals determined

21/00966/OUT Residential development for up to 90 dwellings (including affordable housing) with public open space, landscaping, sustainable drainage system (SuDS) (resubmission of 20/00345/OUT). Land south of Market Bosworth Cemetery, Shenton Lane. Awaiting decision. Appeal lodged.

22/00167/OUT Outline planning application for the erection of up to 125 dwellings. Land north of Shenton Lane, Market Bosworth. Permission refused. Appeal lodged.

23/00104/CONDIT demolition of dwelling and erection of replacement dwelling, 38 Main St. Permission granted.

23/00186/CLP Erection of ancillary outbuilding, 39 Main St. Permission granted.

d) Enforcement matters

There were none.

15. Next meeting

It was resolved that the next meeting be held at 19:30 hrs on Wednesday 12th July 2023 at Saint Andrew's Community Hub, Main Street, Carlton.

The meeting closed at 21:05 hrs.

Signed _____

Date _____

Abbreviations used in these minutes

CDJO	Carlton Diamond Jubilee Orchard	CFG	Carlton Footpath Group
CGG	Carlton Gardening Group	FoSACC	Friends of Saint Andrews Church Carlton
H&BBC	Hinckley & Bosworth Borough Council	LCC	Leicestershire County Council
LPA	Local Planning Authority	LRALC	Leicestershire and Rutland Association of Local Councils
PC	Parish Council	PCC	Parochial Church Council
RFO	Responsible Financial Officer	ROLLR	Record Office for Leicester, Leics & Rutland
SUE	Sustainable Urban Extension	TPA	Toddlers Play Area