

# CARLTON PARISH COUNCIL

## Minutes of a meeting held at Saint Andrew's Community Hub, Main Street, Carlton at 19:30 hrs on Wednesday 12<sup>th</sup> July 2023

**Present:** S G Tupling (Chairman), R G Arnold, J H Boston, I Sarson, M A Vann (Councillors), M A Cook (Borough Councillor), PC 565 Allan Charles, 5 members of the public, C J Peat (Clerk).

### **1. Police/Community Liaison Session**

PC Allan Charles responded to questions and concerns raised by those present about recent incidents and crimes. The Police had responded promptly to a recent incident and had served a Community Resolution Order. Breaching this order could result in arrest and prosecution.

The key message to emerge from these discussions was that it was crucial for all incidents to be reported to the Police, even where no action was required, because these reports provided essential background and context for Officers investigating a specific complaint. It was recognised that people were reluctant to involve the Police, in some cases because they were afraid that this could escalate the problem, but it was difficult for the Police to take effective action without supporting evidence.

**It was resolved** that the Police be invited to submit an article to Carlton News, and that the Neighbourhood Watch Group and affected residents be advised of the importance of reporting all incidents.

### **2. Administrative matters**

#### **a) Apologies for absence from Councillors**

There were none.

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

Cllr Boston declared an interest in item 7.

### **3. Minutes of the meeting of of 17<sup>th</sup> May 2023**

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

### **3. Reports, questions and comments from the following**

#### **a) Parish Councillors**

Cllr Arnold reported that clothes pegs with uplifting messages had been attached to red ribbons tied to lamp posts in the village. This was a personal project by an individual who was recovering from a depressive illness and was not a matter of concern.

Cllr Arnold noted that the 5” combined sewer appeared to be nearing capacity, and might not be able to cope with significant new development.

#### **b) Leicestershire County Council**

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

#### **c) Hinckley & Bosworth Borough Council**

Cllr M A Cook **was thanked** for a written report on H&BBC business.

#### **d) Carlton Neighbourhood Watch Group**

Ms R Yule reported that in April there had been one public order offence, while in May there had been 2 public order, 1 criminal damage and/or arson, 1 violence and/or sexual assault and one attempted fraud.

#### **e) Parish Clerk**

**Audit** – had been advertised on noticeboard and PC website; the PCs accounts would be open to public inspection until 14/7 (p.1905-6/7b-h refer).

**Church gate lamp** – the Patston Trust had kindly made a donation of £300 to this project (p.1904/5e refers).

**Toddlers Play Area** – 12m<sup>3</sup> playbark had been ordered in May but the suppliers were still waiting for their bulk delivery (p.1904/3e refers).

**Coronation Tree planting** – had been arranged for 11am on 15/7 in the churchyard, to be followed by refreshments in the Community Hub (p.1904/3e refers). The Fang’s hornbeam purchased in February had not grown on, and had kindly been replaced by Bluebell Arboretum with an *Amelanchier* ‘La Paloma’.

**Church clock** – had been repaired; grant paid and acknowledged by PCC (p.1907/13 refers).

**Carlton Green** – the damaged sign on the west green had been removed (p.1906/12 refers).

**Waymark posts** – LCC RoW had **been thanked** for supplying 11 new waymark posts; 6 had been installed so far by the CGG (Report 2023-06, p.1b CFG refers).

**Barton Road** – fingerpost broken by reversing van 5/6 and reported to LCC Highways.

**Main Street** – a request for double yellow lines in the vicinity of 24-28 Main St had been refused by LCC Highways (see planning application 23/00526/FUL item 14b below). Highways would only consider changes to the highway where there was evidence of danger or a problem, not in anticipation.

**Jubilee Post** – Cllr Sarson **was thanked** for treating the post with tung oil, but had found one of the ceramic panels to be damaged. This would be replaced shortly.

**CDJO** – Cllr Vann **was thanked** for strengthening the picnic table with 4 coach bolts; Cllr Sarson **was thanked** for treating the seats with tung oil.

**H&BBC Parish Forum** – the Clerk had represented the PC at a meeting at Sport in Desford on 28/6.

**LCC Annual Parish Liaison Event** – had been attended by Cllr Arnold and the Clerk at County Hall on 3/7.

**Nailstone PC** – the Clerk had agreed to act as locum Clerk if necessary, with a donation to be made to the PAF in lieu of salary.

**Flood Risk** – LCC Local Flood Risk Management Strategy questionnaire completed.

**On-line meetings** – NALC survey completed.

**LCC street lighting consultation** – completed.

**FoSACC** – Paul Boston, Richard Dolman, Lindsay Hague-Morgan & Irene Peat had been appointed Trustees; Geoff Stratford remained a Trustee (p.1905/5e refers). The AGM had been held on 15/6 and the Chairman’s report copied to Councillors.

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**

An inspection cover outside 48 Main St had sunk, with the result that nearby houses were shaken when heavy vehicles ran over it. **It was resolved** that this problem be reported to LCC Highways.

#### **5. Christmas tree on the East Green**

A resident had asked for permission to erect a Christmas tree with illuminated decorations on the East Green at his own expense. **It was resolved** that permission be granted on condition that the tree be removed by twelfth night, and that it be suggested that the lighting of this tree be coordinated with the Parish Council’s lighting event in the churchyard.

#### **6. QR code notices linking to the PC website**

A QR code design had been tested, and the PC website re-configured. A quotation of £150 for making 10 metal signs 100x65mm printed in black and white had been received from MB Sign Design; Nuneaton Signs had not yet responded. **It was resolved** that the cheapest quotation be accepted.

#### **7. Bus shelter green roof project**

The project team had been offered a *Making a Difference Grant* for full green roofs on both bus shelters. Following consultation with Councillors the Clerk had approved a revised design for a green roof on the Barton Road (northern) bus shelter only, as agreed previously (p.1895/4). There were still concerns that the reduced installation might overload the bus shelter roof.

**It was resolved** that a letter granting permission for this installation and confirming that it would be covered by the PCs public liability insurance be sent to the VCS Partnership, and that the project team would be required to remove the installation if warping or other damage was found.

#### **8. Proposed Tree Trail**

Suggestions had been copied to Councillors. **It was resolved** that an article about selected commemorative trees, including the Coronation planting, be prepared for Carlton News.

#### **9. Report 2023-13: Survey of roadside ash trees**

**It was noted** that some infected trees appeared to have recovered from ash die-back, and that the disease was spreading more slowly. This was thought to be due to the hot and dry conditions over the past two summers which appeared to be more favourable to the trees. **It was resolved** that Report 2023-13 be approved.

## **10. Carlton Carbon Footprint Report**

Cllr Arnold **was thanked** for preparing the Carlton Carbon Footprint Report, using the [impact-tool.org.uk](http://impact-tool.org.uk) from the *Net Zero Toolkit*. The report was a comparative guide, based on estimates, and distinguished between territorial and consumption footprints. For Carlton, the territorial footprint (activities taking place within the parish boundary) was 3136 tonnes CO<sub>2</sub> pa. The major sources of these emissions were housing (1669 tCO<sub>2</sub>) and agriculture (462 tCO<sub>2</sub>), with oil, livestock and crops, and electricity use the most significant contributors. The consumption footprint (activities of parish residents) was 4279 tCO<sub>2</sub> pa. The major sources of these emissions were housing (1669 tCO<sub>2</sub>), consumption of goods and services (1072 tCO<sub>2</sub>), travel (870 t CO<sub>2</sub>) and food and diet (641 tCO<sub>2</sub>), with oil again the most significant contributor, followed by purchases of goods, private transport and flights.

Overall the average emissions attributable to each household in Carlton, estimated as 26.7 tCO<sub>2</sub> pa, were significantly higher than those for households in the Borough (16.7) or nationally (15.7). This was not unexpected, as the average size of dwellings in the parish was larger, and it was necessary to travel to access services.

**It was noted** that the PC owned no buildings and a very small area of land, most of which was managed for amenity; the PC had planted trees and encouraged wildlife wherever possible. The PC's carbon footprint was small, and it was difficult to see how it could be reduced. The biggest source of CO<sub>2</sub> in Carlton was the use of oil, and there was a gradual shift towards alternative sources of heating and electricity. It was recognised that most local CO<sub>2</sub> emissions were due to the situation of the village and the individual lifestyle and economic choices made by residents. However, the PC could lead by example and promote energy-saving and CO<sub>2</sub> reduction schemes.

**It was resolved** that the situation be kept under review, that examples of good practice and relevant initiatives by other small PCs be examined to see whether they might be applied locally, and that an article in Carlton News invite interested residents to contact the Clerk with a view to forming a Climate Action Group.

## **11. Carlton Community Emergency Plan**

Drafts had been circulated and amended. **It was resolved** that the updated Carlton Community Emergency Plan be adopted.

## **12. Cemetery fees**

**It was resolved** that the revised Table of Fees be adopted with immediate effect.

## **13. Financial matters**

### **a) Report 2023-14: Quarterly financial statement April-June 2023**

The monthly current account statements had been checked and signed as required (p.1515/9c refers), and the reconciliations for all bank accounts were checked against the most recent statements. **It was resolved** that Report 2023-14 be approved.

## **14. Planning matters**

### **a) Planning applications and appeals submitted**

There were none.

**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).

**22/00167/OUT Outline planning application for the erection of up to 125 dwellings (including 40% affordable housing) with public open space, landscaping and sustainable drainage system (SuDS) and a vehicular access point (All matters reserved except for means of access).** Land north of Shenton Lane, Market Bosworth. Appeal submitted: APP/K2420/W/23/3317090; hearing to commence at 10am, 25/7, H&BBC Hinckley Hub. PC objected on grounds that site is not allocated for development in the Market Bosworth Neighbourhood Plan and has totally inadequate transport links to Market Bosworth town centre.

**23/00503/CONDIT. Variation of condition 2 of planning permission 20/00421/FUL. Amendment to approved plan and design.** Windhover House, 69 Main St. PC objected on grounds that (i) design is awkward and ugly and does not complement the form or materials of the existing host dwelling, or reflect the vernacular style of built development in the locality; (ii) proposed dwelling will now incorporate part of the host dwelling, and will dwarf it and have an overbearing impact by virtue of its increased size and mass; (iii) the materials to be used are not specified, but in the case of the ‘feature’ around the first floor window in the west elevation do not match the existing dwelling; (iv) while acceptable in a single storey dwelling, the use of similar large sliding windows at first floor level creates a bland and incongruous facade; (v) plans show access to the approved double garage and parking space to be from the east, whereas the drawings referred to in conditions 4-8 of the existing consent show access to be from the west by way of a new access drive; (vi) it is not clear whether the panelled feature in the centre of the west elevation will project forward of the façade of the building, or how it will relate to the roof, and it is not shown on the drawing of the north elevation.

**23/00508/FUL. Erection of 9 single storey holiday lodges with vehicle parking and associated works.** Kyngs Golf & Country Club, Station Rd, Mkt Bosworth. PC objected on grounds that (i) site is in open countryside and will have an urbanising effect on an important a green access corridor leading to Market Bosworth; (ii) site does not appear to be near to water, electricity, gas, or sewerage services; (iii) site is not served by public transport; (iv) proposed lodges are to be served by a long access track which will generate significant vehicle movements through a tranquil area of countryside; (v) access drive will cross a golf course with a risk of damage to vehicles from golf balls; (vi) Part of access track will be along the Leicestershire Round which is a long-standing and popular promoted circular walk around Leicestershire and is likely to give rise to conflict between walkers and site traffic; (vii) lodges will overlook the Leicestershire Round and have an adverse impact on walkers privacy and enjoyment of the countryside. PC recommended conditions that (i) the access track includes vehicular passing places at appropriate points; (ii) occupation of the lodges is restricted to short term holiday lets.

**23/00526/FUL. Replacement dwelling.** 39 Main Street. PC had no objection; requested conditions to ensure that footway and carriageway were not obstructed during the works; expressed concern that moving drive would create access problems for 26-28 Main St and requested LCC Highways install double yellow lines.

**23/00542/FUL. Single storey rear extension.** 36 Main Street. PC had no objection; noted error in drawings; suggested that premises be allocated the house number 36A Main Street.

**c) Planning applications and appeals determined**

**2023/CM/0037/LCC Retention of existing hardstanding including existing and proposed landscaping.** Bosworth Marina, Carlton Road, Mkt Bosworth. Approved subject to conditions including: no individual boat to be stored for more than 14 days; no boats to be stored for more than 70 calendar days in any year; no vehicle parking; no mobile lighting structures.

**d) Enforcement matters**

There were none.

**15. Next meeting**

**It was resolved** that the next meeting be held at 19:30 hrs on Wednesday 13<sup>th</sup> September 2023 in Saint Andrew's Community Hub, 30 Main Street, Carlton.

**It was resolved** that the November meeting be held on 15<sup>th</sup> November.

The meeting closed at 21:15 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 Andrew's Church Carlton
H&BBC	Hinckley & Bosworth Borough Council
LCC	Leicestershire County Council
LRALC	Leicestershire and Rutland Association of Local Councils
NALC	National Association of Local Councils
RoW	Rights of Way
PAF	Parish Amenities Fund
PC	Parish Council