

**Minutes of Parish Council Meeting held at the Village Hall Tur Langton 13<sup>th</sup> January 2015, 7.30 p.m.**

Present: Cllr T Bladon (Chair), Cllr P Officer, and Cllr C Weston

In attendance: Alison Gibson, Clerk

Action

1.	1/ 15	<b>Apologies for absence -</b> <b>Cllr J Haynes, Cllr H Kendall – work commitments - Resolved to accept apologies</b> District Councillor King, District Councillor Holyoak and County Councillor Feltham	
2.	2/ 15	<b>Declarations of pecuniary interest and granting of dispensations</b> Cllrs. Bladon, Officer and Weston have dispensations for Setting of the Budget and Precept up to the next election. No new dispensations for this meeting	
3.	3/ 15	<b>To approve the minutes of the previous meeting 1/12/14</b> <b>Resolved that the Minutes of the Parish Council Meeting held on 1/12/14 be approved and adopted as a true record.</b>	
4.	4/ 15	<b>Questions from members of the public – no members of the public were present</b>	
5.	5/ 15	<b>Clerk's Report</b> <ul style="list-style-type: none"> <li>• Attended precept training at HDC 8/1/15 (see item 11 below)</li> <li>• Will be attending LCC quarterly operational meeting on 15/1/15 at Anstey PC offices</li> <li>• Will be attending HDC Annual Parish Liaison meeting with Cllr Weston at LGS on 28/1</li> <li>• HDC Community Safety Questionnaire and HDC Parish Communication Survey completed as resolved at last meeting and submitted within deadline</li> <li>• Temporary road closure of: Cranoe Road, Tur Langton Road, Langton Road, Tur Langton, Stonton Wyville, Glooston &amp; Cranoe. – 5/1/15 for up to three days – details put onto website</li> <li>• TEMPORARY ROAD CLOSURE OF: MAIN STREET, WELHAM – 12/1/15 for up to five weeks – details on website</li> <li>• Cllr Weston will be attending Funding Fayre 24/2/15 at Theddingworth</li> <li>• Have picked up Electoral Roll from HDC Offices</li> <li>• SLCC The Clerk Magazine. January 2015 edition received. A lot of information about Elections. Also good article about policies.</li> <li>• Update from 3/11/14 meeting (Item 15 – Highways, 15.1) to consider extending mown area and plant bulbs – advice now received from LCC – Licence to cultivate will not be required for planting bulbs only and £5 million public liability insurance required to work on the highway. To go onto next agenda, clerk to get quotation from CGD for the work to clear verge.</li> <li>• Speedwatch update – five volunteers have come forward – Cllr Bladon will try to arrange training for April / May. Request for more volunteers to go in next newsletter</li> <li>• For notice board from HDC – Move more 4 less poster</li> <li>• Leicestershire County Council Highways Forum for Harborough held on 18<sup>th</sup> November 2014 minutes have now been published online. (link shared)</li> <li>• Mobile Libraries Consultation (LCC) closing date 8/4/15. Action – poster for notice board, item for next agenda</li> <li>• LCC nominations for Green Plaque Awards – closing date 23/1/15</li> </ul>	Clerk  Clerk / Cllr Bladon
6.	6/ 15	<b>Reports from County and District Councillors - Cllr Philip King (report sent in advance)</b> <ul style="list-style-type: none"> <li>• Reminder about Annual Parish Liaison meeting on 28<sup>th</sup> January at LGS</li> <li>• HDC has published its budget proposals for 15/16 which will be issued for public consultation following Executive meeting on 12<sup>th</sup> January. See HDC website.</li> </ul>	
7.	7/ 15	<b>Police Report – PC Steve Winn had sent the following report:</b> <ul style="list-style-type: none"> <li>• Crime in Tur Langton - one house burglary in the last 3 months.</li> </ul>	

		<ul style="list-style-type: none"> <li>The speed gun has not been deployed due to lack of staff over the Christmas period. Hopefully this will improve over the next couple of weeks.</li> <li>New Policing Model - there will be information at HDS Annual Parish Liaison Meeting. PC Winn will be happy to attend a future meeting to offer an explanation</li> </ul>	
8.	8/ 15	<p><b>To adopt updated Financial Regulations.</b> A draft had been circulated with supporting notes. <b>Resolved approved</b></p>	
9.	9/ 15	<p><b>Other policies</b>  <b>9.1 – To adopt Disciplinary Policy</b> – a draft had been circulated – <b>Resolved Approved</b>  <b>9.2 To adopt Grievance Policy</b> – a draft had been circulated – <b>Resolved Approved</b>  <b>9.3 To adopt Medial Relations Policy</b> – a draft had been circulated – <b>Resolved Approved</b></p>	
10.	10/ 15	<p><b>Grass cutting 2015 Season</b> Four quotations sought, Nurture Landscapes (declined to quote) and Robert and Co (no response). Quotations received CGD Contractors Ltd and Brian Mee Associates Ltd</p> <p>Financial Regulation 11.1 states that when the council is to enter into a contract less than £3,000 and above £100 the clerk or RFO shall <b>strive</b> to obtain three estimates.</p> <p>Quotations had been circulated for councillors to consider. The quotation from CGD Contractors Ltd represented the best value for money</p> <p><b>Resolved to engage CGD Contractors Ltd for a three year period (seasons 2015, 2016 and 2017)</b></p>	
11.	11/ 15	<p><b>To approve Budget and Precept Request for 2015/16</b> The precept as circulated of £4,099.77, an increase of 3.6%, was proposed to be accepted, (£28.77 Precept Grant to be taken as windfall)</p> <p><b>Resolved to set a precept of £4,099.77, taking the grant of £28.77 as windfall, giving a budget requirement of £4,128.54</b></p>	
12.	12/ 15	<p><b>To consider purchasing a dedicated mobile phone</b> This proposal was discussed. Advantages having a dedicated mobile phone (Pay as you go, not contract) instead current practice of using clerk's personal phone include: easier to reimburse expenses from the Income Tax point of view, Risk Assessment (reporting of faults, contact emergency services in instance of emergency at PC meetings), the contact phone number would not need to change if clerk changed, could have a dedicated Parish Council message. Councillors will be able to donate a phone for such use.</p> <p><b>Resolved – to accept donation of a “Pay as you go” mobile phone for dedicated parish council use (details of donation to be confirmed at next meeting). Phone calls and texting use only. To be topped up from petty cash as required.</b></p>	
13.	13/ 15	<p><b>Finance</b></p> <p><b>13.1 2014 / 15 accounts - to receive and approve updated accounts / reconciliation</b> <b>Resolved to approve accounts and reconciliation to 30/12/14</b></p> <p><b>13.2 To appoint Internal Auditor for 2014/15 year.</b> <b>Resolved to approve Mr John Lowe as internal auditor for 2015/15 year</b></p> <p><b>13.3 Transparency Code for Local Councils with an annual turnover not exceeding £25K – to ensure the council is moving towards compliance</b> – It is likely that by 1/4/15 the law will require the council to meet the requirements of this code. Councillors noted the requirements and noted that these were either already met or the council were working towards meeting these.</p>	

		<p><b>13.4 To reverse the resolution made on 1/9/14 to open a "Treasurers Account" with Lloyds Bank in view of new information about the opening of the account only being through the internet and to consider opening an account with HSBC where the account can be opened in branch</b> The proposed account is the one at HSBC suitable for Parish Councils, Charities and Community Groups <b>Proposed by Cllrs Bladon and Haynes by written motions dated 2/1/15 Resolved approved.</b></p> <p><b>13.5 To approve for payment: - Clerks' Salary December 2014</b> National Pay Award 2014-16. Non-consolidated payment of £100 pro rata for four hours a week = £2.70 x 4 = £10.80 due with December salary. Basic Salary £146.09 + Non-consolidated payment of £10.80 total £156.89 <b>Resolved approved</b></p> <p><b>Summary of payments approved:</b></p> <table border="1"> <tr> <td><b>Clerk Salary November 2014 + Non-consolidated pay award</b></td> <td><b>£156.89</b></td> </tr> </table>	<b>Clerk Salary November 2014 + Non-consolidated pay award</b>	<b>£156.89</b>	
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14.	14/15	<p><b>Neighbourhood Planning – to agree next steps</b> (It was resolved in principle to go ahead with a Neighbourhood Plan at meeting 3/11/14) <b>Resolved engage Your Locale to support a Neighbourhood Plan as provided grant funding can be accessed to fund this.</b> Action - Set up a meeting with Your Locale to discuss costs, funding and next steps</p>	clerk		
15.	15/15	<p><b>Planning:</b></p> <p><b>15.1</b> 14/01673/VAC - Removal of Condition 26 (Affordable Housing) of 14/01168/FUL to omit the provision of affordable housing - The Bull's Head Shangton Road Tur Langton Leicestershire LE8 0PN <b>Resolved to object on the following grounds – that in the opinion of the Parish Council the floor area exceeds 1,000 square metres and so contributions should be due</b></p> <p><b>15.2</b> 14/01707/REM -Discharge of conditions 2,5,6, and 23 of 14/01168/FUL, The Bull's Head Shangton Road Tur Langton Leicestershire LE8 0PN <b>Resolved – no comment</b></p> <p><b>15.3</b> App/F2415/A/14/2225847, Land off Kibworth Road Tur Langton, Leicester (14/0082/FUL) – to note appeal dismissed and planning permission refused</p>			
16.	16/15	<p><b>Repairs and Maintenance</b> Noted that there are no problems to report on the street furniture Noted that there is some damage to speed sign on B6047 on right hand verge as exiting village heading north and debris from ditch has been put on grass verge. Cllr Bladon will speak to the owner of the field</p>			
17.	17/15	<p><b>Correspondence for discussion and action</b> Open Spaces Strategy (HDC) prior notification of consultation (expected to commence beginning of February) – for next agenda</p>			
18.	18/15	<p><b>Community Engagement</b></p> <p><b>18.1 To discuss and agree contents for next Newsletter</b> <b>Resolved to produce a newsletter, items for inclusion include: promoting election, Speedwatch, Precept, Neighbourhood Plan (following meeting with Your Locale)</b></p> <p><b>18.2 Promoting 2015 Parish Council Elections – Key dates, information and resources noted. PC will create an Election webpage to promote in village</b></p>	Clerk Clerk		
19.	19/15	<p><b>To confirm the date of the next meeting and items for the next agenda:16/3/15,12/5/15</b> For next agenda</p> <ul style="list-style-type: none"> <li>• Risk Assessment</li> <li>• Asset Register</li> <li>• Other policies</li> </ul>			

		<ul style="list-style-type: none"> <li>• Open Spaces Strategy (item 17)</li> <li>• Mobile Library consultation (item 5)</li> </ul>	
20.	20/15	<b>Public Session of the meeting closed at 21.30 p.m.</b>	
		<b>Resolved: To exclude the Press and Public at 21.30 p.m. under the Public Bodies (Admissions to Meetings) Act 1960 on the grounds that publicity would be prejudicial to the public interest due to the confidential nature of the business and the need to consider recommendations from sources other than members, committees or subcommittees. Extended by s.100 of the Local Government Act 1972 on the grounds that the item involves likely disclosure of exempt information as defined in Part 1 of Schedule 12A of LGA 1972: information relating to the financial business of a third party.</b>	
		<b>Confidential minutes for public domain</b>	
21.	21/15	<b>Village Hall – to agree next steps</b> Councillors were updated with the latest information and the next steps agreed	
22.	22/15	<b>Staffing – to agree date for clerk’s appraisal</b> A date for the clerk’s appraisal was agreed	
		<b>The meeting closed at 9.50 p.m.</b>	