



**Minutes of the Parish Council Meeting held at the Village Hall Tur Langton
10th January 2017 at 7.30 p.m.**

Present: Cllr. T Bladon, Cllr K Briggs, Cllr J Haynes, Cllr P Officer, Cllr C Weston

In attendance: Alison Gibson, Clerk

	Action
1. 1/17 - Apologies for absence – County Councillor Kevin Feltham	
2. 2/17 - Declarations of pecuniary interest and granting of dispensations – none	
3. 3/17 - To approve the minutes of the previous meeting held on 13th December 2016 Minute 143/16 does not show reason for Cllr Haynes' absence, it should note that she was unwell Resolved to accept this apology and with this correction that the Minutes of the Parish Council Meeting held on 13/12/16 be approved and adopted as a true record.	
4. 4/17 - Questions from members of the public – none present	
5. 5/17 – Clerk's Report <ul style="list-style-type: none"> • Year Plan – noted as circulated • Nothing to update from LRALC • Superfast Broadband – HDC Quarterly Update • Leicestershire Communities Website - Includes information on Emergency Planning • VASL newsletter • LCC Medium Term Financial Strategy –circulated for information and for councillors to complete as individuals • HDC Parish Liaison Officer – Nada Hankin is maternity leave cover and main point of contact for community grants 	
6. 6/17 – Reports from 6.1 – District Councillors – none 6.2 – County Councillor Kevin Feltham had sent the following report: LCC are now into the intense scrutiny of the 2017/18 budget process, and the proposed reduction of Highways maintenance budgets by 1/3rd over the next four years will have a major effect on the response to highways snag lists, with potential for willing parish councils to pick up some of the routine jobs. 6.3 – Police - none	
7. 7/17 – To Review and Adopt 7.1 Grievance Policy – Resolved no change 7.2 Disciplinary Policy – Resolved no change	
8. 8/17 – Defibrillator Update - Email from Community Heartbeat Trust 23/12/16, electrician has been booked and they should be installing it in January. They will come back to us with a date when known. We need to ensure the battery is installed as soon as defibrillator is in the cabinet.	

<p>9.</p>	<p>9/17 – Village Hall</p> <p>9.1 Lease – The Design Brief has been agreed by Merton College. Their solicitor, Vishaal Bhuttae, has sent an amended lease (dated 20/12/16) which councillors considered along with a summary of the changes. Once the lease is agreed the next step should be for both parties to agree the Term Commencement Date. Resolved to accept this new version of the lease and that the decision to agree the Term Commencement Date is delegated to the clerk and chair in liaison with MC solicitor</p> <p>9.2 Notice to exclude the provisions of the Landlord and Tenant Act 1954 - Noted that the Council has previously received advice from former solicitor, Jonathan Dawson, that it would not be possible for the provisions of this act to be included in the renewed lease. This notice will therefore be served on the council by MC solicitor along with a declaration confirming the council understands its contents. The wording of the notice and declaration has been circulated in advance for the council to review. Resolved that the council understands the wording of the notice. Signing of the declaration and lease delegated to clerk in consultation with chair These signatures will need to be witnessed; a suitable person has been identified whom clerk will contact to arrange to be present when lease is signed.</p> <p>9.3 Insurance – Historically the Village Hall Management Committee has taken responsibility for the insurance and the current policy is in their name and has £2 million Public Liability cover. The draft lease requires the insurance to be in joint names of the Tenant (Tur Langton Parish Council) and the Landlord (Merton College) with £5 million Public Liability cover. Negotiations are currently taking place to agree a suitable arrangement which meets the requirements of all parties. The preferred option is for the Parish Council and Landlord to be added to the policy. If this solution is not acceptable the alternative of the Parish Council taking over responsibility for the insurance in the joint names of Tur Langton Parish Council and the Landlord will be explored. The Village Hall Committee has agreed to increase the Public Liability insurance to £5 million from the lease Term Commencement Date and to pay the extra.</p>	<p>Clerk/Cllr Bladon</p> <p>Clerk/Cllr Bladon</p> <p>Clerk</p>
<p>10.</p>	<p>10/17 – Highways</p> <p>10.1 Snagging List – the list was circulated and it was noted that all issues were still outstanding. Clerk to follow up</p> <p>10.2 State of pavements – more dog dirt has been reported on pavements.</p>	<p>clerk</p>
<p>11.</p>	<p>11/17 - Possible donation from winding up of Conservation Society – to decide what to put this towards.</p> <p>Cllr Weston reported that this organisation is in the process of winding up after being inactive for many years. They have approximately £480 in their bank account and are considering donating this to the Parish Council if a suitable project can be identified to put this funding towards Resolved that if received this funding would be spent on the Village Hall project, concentrating on the garden with any residue being put towards the renovation of the hall.</p> <p>The representative for the organisation is Mr David Bebb and the clerk will write to him outlining the project and if the organisation is in agreement make arrangements to receive the donation.</p>	<p>clerk</p>
<p>12.</p>	<p>12/17 – Finance</p> <p>12.1 Appointment of Internal Auditor – Mr John Lowe has indicated that he is happy to act in this role again Resolved to appoint Mr John Lowe as Internal Auditor for the 2016/17 Accounts</p> <p>12.2 HSBC Bank Mandate / Internet Banking update – work is ongoing to add the new signatories and it is hoped this will be finalised in the next two weeks. Once this is complete and the clerk is a signatory Internet Banking will be initiated.</p> <p>12.3 2016/17 Accounts – to receive and approve updated accounts / reconciliation Resolved to approve the accounts reconciled to 3/1/17 as circulated</p>	

12.4 To approve for payment

(i) Petty Cash Payments

Date	Reference	Description	Amount
22/11/16	P8/16	Meter for heating for meter	£4.00
13/12/16	P9/16	Meter for heating for meter	£2.00
		Total top up requested	£6.00

(ii) Clerk's salary, Home Working Allowance and Transparency Fund payment January 2017:

Salary	£158.08
HWA	£8.67
Monthly Costs	£13.68
1 hour setting up time	£9.12
Total	£189.55

(iii) Tur Langton Village Hall for room hire (13/12/16) - £10 (no VAT)

Resolved to approve these payments

Cllr Haynes left the meeting at 20.15 p.m.

13. 13/17 – Precept / budget for 2017/18 to agree budget and precept

- A template incorporating the changes agreed at meeting 22/11/16 (min 133/16) and updated to show payments / receipts up to the current time was circulated along with associated notes.
- This suggests a precept of £5,117, an increase of £1,030 (24.8%) on the current year. The main reasons for this increase are:
 - Annual Support Agreement for Defibrillator, new item, £126 per annum
 - Contingency increased from £754 in 16/17 to £1000 in 17/18 following advice from Internal Auditor
 - Village Hall increased from £345 in 2016/17 to £1,000 in 17/18 to contribute towards the anticipated £3,500 charge by Merton College to oversee the work to the Village Hall (min 130/16, 22/11/16)
- The Tax Base for Tur Langton has risen from 100 (2016/17) to 109.7 (2017/18) so the increase in Council Tax will be £5.65 (13.8% from £41 to £46.65 for a Band D property)
- As this increase is over 2% it has to be checked out with HDC Finance who have confirmed that this is an acceptable increase as far as they are concerned taking into account the explanatory notes as itemised above.

Resolved to set a precept of £5,117.00

14. 14/17 – Planning and Enforcement – nothing to report

15. 15/17 – Arrangements for clerk's Appraisal – Cllrs Bladon and Officer will conduct the appraisal, to be held at Cllr Officers' house. Date tba

16. 16/17 – Consultations and Correspondence for information / action

- 16.1 LRALC Draft Strategic Plan Consultation – noted**
16.2 NALC Dependant Carers' Survey – response agreed

17. 17/17 - Community Engagement

- **Newsletter** – the next one is due to be published at the end of March and councillors are requested to get copy to Cllr Briggs by 20/3/17. Articles to include Village Hall update and Defibrillator. A separate notification about the Neighbourhood Plan consultation will be distributed earlier. (Item 18 below)

Cllr
Briggs
/ all

18. 18/17 – Neighbourhood Planning

18.1 Approval of Draft Document

A copy of the draft plan was circulated, taking into account feedback received. It was noted that the map on page 25 (Limits to Development) will be revised following the consultation

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	<p>once specific sites have been selected. Cllr Bladon has highlighted some typing errors and factual inaccuracies to be changed. The following additional changes to be made:</p> <ul style="list-style-type: none"> • Page 33 – Phasing of Development – removal of references to specific property names, referring instead to “more recent developments” (noted that policy H4 on the Phasing of Developments is not complete as it will need to reflect the results of the consultation once sites are selected) • Pages 54 / 55 – Farm Diversification, Policy CF4 and preamble, to be removed <p>Resolved to approve the draft document once the typing and factual errors highlighted are corrected and changes made to pages 33 and 54/55 as outlined above</p> <p>18.2 Planning Meeting – this meeting with Gary Kirk from Yourlocale is to plan for the consultation meeting and is currently planned for 19/1/17 but the date may need to be reviewed. Cllr Weston will host the meeting and the preferred times are 5 p.m. to 7 p.m. The aim of the meeting is to agree date for the consultation meeting, look at display boards, understand scoring of development sites, agree how we communicate the scoring of sites / how to respond to questions and to arrange how the event will be promoted. Cllr Bladon will liaise with Gary Kirk over the arrangements</p> <p>18.3 Consultation meeting – date to be agreed at planning meeting (18.2 above)</p>	<p>Cllr Weston</p> <p>Cllr Bladon</p>
19.	19/17 – Emergency Planning – Cllr Officer has made a start on looking at this, to go on agenda for next meeting	Cllr Officer
20.	20/17 – Repairs and Maintenance – nothing to report	
21.	<p>21/17 Dates of next meetings</p> <p>Tuesday 7/3/17 at 7.30 p.m. – Full Parish Council meeting</p> <p>Tuesday 9/5/17 at 7.00 p.m. Annual Parish Meeting followed by Annual Parish Council meeting at 7.30 p.m.</p>	