



**Minutes of the Parish Council Meeting held at the Village Hall Tur Langton
12th September 2017 at 7.45 p.m.**

Present: Cllr. T Bladon, Cllr K Briggs (to 20.57 p.m.), Cllr P Officer, Cllr C Weston
1 member of the public

In attendance: Alison Gibson, Clerk

	Action
1. 95/17 – Apologies for Absence – Cllr J Haynes, on holiday – resolved apology accepted	
2. 96/17 – Declarations of disclosable pecuniary interests and granting of dispensations – Cllr Officer, Item 12.2 – Planning Application 17/01298/PDN., owns land / property which shares boundary. Dispensation to participate in discussion and vote, reason 33c, in the interests of persons living in the authority’s area. Resolved: grant dispensation for this meeting only	
3. 97/17 – To approve the minutes of the previous meeting held on 11th July 2017 Resolved that the Minutes of the Parish Council Meeting held on 11/7/17 be approved and adopted as a true record.	
4. 98/17 – Questions from members of the public – the member of public present wished to speak on item 12.2. He gave information that helped to clarify the use of the building prior to 20th March 2013. He also brought to the Parish Council’s attention that more documents have been added to the application, which the council were able to view at the meeting.	
<p>99/17 - Resolved to rearrange the order of the agenda to consider item 12.2 next 12.2 – Planning – To consider the following application: 17/01298/PDN – Prior approval for the proposed change of use of an agricultural building to a dwelling house (C3) and for associated operational development (Class Qa and B) – Land north of Trafford House, The Orchard, The Cottage, Kibworth Road, TL.</p> <p>Resolved to object to the application on the following grounds: Does not meet the requirements for permitted development under Class Q for following reasons:</p> <ul style="list-style-type: none"> • Disagrees that the building was used for agricultural purposes on 20th March 2013. The last known use was by a company called “Natural Structures” (an oak structure manufacturer) in 2012. • The structural condition has not been proven to be suitable for this type of proposal, as there is no evidence that the weight of the proposed dwelling can be supported without strengthening work being undertaken. • In addition the Parish Council would like to point out that this land was not put forward for consideration as a potential development site in our Neighbourhood Plan 	
5. 100/17 – Clerk’s Report including Year Plan and LRALC update Year Plan – noted as circulated LRALC update <ul style="list-style-type: none"> • LRALC Newsletter 4 <ul style="list-style-type: none"> ○ Appointment of new Training and Advice Manager, Frances Webster ○ Internal Audit Service – invitations for expressions of interest – previously agreed to respond that we currently have a suitable person but if circumstances change would be interested (minutes 11/7/17, 81/17). However, in light of the fact that a “yes” / “no” response is required and that it is not a full commitment, just an expression of interest it was resolved to review and revise this decision and express an interest. ○ FOI requests, NALC advice, includes information about use of personal email addresses • Round Robins <ul style="list-style-type: none"> ○ Leicestershire’s future and the role of Parish and Town Councils ○ Summary report of LCC / LRLAC Annual Parish Liaison Event 2017 – link circulated 	

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	<ul style="list-style-type: none"> ○ Authorising Bank Payments and Transfers (13.1 below refers) ○ General Data Protection Regulations NALC Legal Briefing. – information circulated ○ Good Councillor Guide to Finance and Transparency – Link shared ● Other LRLAC updates ○ LRLAC Strongly advises councils seek at least two quotations when renewing insurance <p>HDC</p> <ul style="list-style-type: none"> ● Proposed submission Local Plan Consultation 22/9/17 – 3/11/17 – additional meeting to be arranged in October to agree response ● Annual Parish Liaison meeting 1/11/17, 5.30 p.m. to 8.30 p.m. No one available to attend. 	
6.	<p>101/17 – To Review and Adopt</p> <p>6.1 Equality, Diversity and Equal Opportunities Policy – Resolved no changes</p> <p>6.2 Sickness, Absence and Annual Leave Policy – Resolved no changes</p> <p>6.3 Recruitment Policy – Resolved no changes</p>	
7.	<p>102/17 – Reports from</p> <p>7.1 District Councillors – none</p> <p>7.2 County Councillor, Cllr Kevin Feltham:</p> <ul style="list-style-type: none"> ● The Kibworths NP has completed the external examiner stage, now waiting on HDC for a referendum date. ● Harborough District Council are about to start a consultation on their draft Local Plan. <p>7.3 Police, PC Steve Winn - A search of crime shows no crimes occurred in the village for the past month which is obviously a good thing</p>	
8.	<p>103/17 – Defibrillator and Phone Kiosk updates</p> <p>8.1 Defibrillator Protocol – Cllr Bladon shared a draft and will incorporate feedback and bring to next meeting</p> <p>8.2 Phone Kiosk update on painting and signs – The kiosk has been painted by a member of the public and Cllrs recorded their thanks. A plaque has been received from the paint sponsor with a request for “before and after” photographs. “Defibrillator” signs have also been received. Plaque and signs will be put in phone box. Cllr Weston will prepare an article to be submitted to Kibworth Chronicle with “before and after” photos. Kiosk to be transferred to TLPC from Community Heartbeat Trust 5/10/17, Invoice for £1 received 13.2(v) below refers.</p>	<p style="text-align: right;">Cllr Bladon</p> <p style="text-align: right;">Cllr Weston</p>
9.	<p>104/17 – Neighbourhood Planning</p> <p>9.1 Regulation 14 Consultation 3/7/17 to 21/8/17 – completed, summary of responses for consideration at 9.3 below</p> <p>9.2 Locality Grant Application update – to note application successful, £3,000 has been paid into bank account</p> <p>9.3 To accept Regulation 14 Consultation Responses and note draft responses – Responses noted as circulated. First draft of the Parish Council responses was considered. More work to be done on these responses in consultation with Gary Kirk from Yourlocale for final approval at a full Parish Council meeting to be arranged in October.</p> <p>9.4 To approve Basic Conditions Statement – Resolved approved as circulated</p> <p>9.5 Summary of next steps – HDC Strategic Environmental Screening Report (produced by HDC). This has been received from HDC with advice that the Environment Agency has confirmed that the NP does not require a full SEA to be undertaken. Responses from Historic England and Natural England awaited. Further steps before sending to HDC:</p> <ul style="list-style-type: none"> ● The Parish Council’s responses to the Regulation 14 Consultation need to be agreed (9.3) ● Neighbourhood Plan to be amended. ● Preparation of Basic Conditions Statement ● “Evidence Base” page to be added to website to include everything that has been prepared in support of the Neighbourhood Plan 	
10.	<p>105/17 – Village Hall</p> <p>10.1 To receive update from Village Hall Committee –the committee is still in the process of obtaining quotations to apply for grants</p> <p>10.2 Memorial Garden Update</p> <ul style="list-style-type: none"> ● A donation of £478.16 has been received from the winding up of Tur Langton Conservation Society. It had already been agreed that this will be ring fenced for the Memorial Garden 	

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	<p>and so it has been banked pending work commencing. A letter of thanks to be sent. It is hoped work will commence towards the end of the year.</p> <ul style="list-style-type: none"> The planned working party was very successful and was supported by HDC Environmental Contractors to remove the waste. Cllr Bladon has met with Abi Pickersgill from The Royal Horticultural Society to initiate the planning with Church Langton Primary School. <p>10.3 Spraying of verge outside of Village Hall – this is noted to have been successful and the grass is thickening up and is being mown. Discontinue monitoring</p>	
<p>11.</p>	<p>106/17 – Highways</p> <p>11.1 Dog mess – feedback from HDC Enforcement Officer that they can put signs up and patrol any area felt to benefit from this. If we let them have details of any areas of concern they will look into it as soon as possible. It was agreed to monitor the area to establish where the specific problem is. Signs not felt to be appropriate as village is small</p> <p>11.2 Snagging List – See Appendix 1, updates for this meeting in <i>bold italics</i>. Outstanding: Item 1 – 30 mph sign missing B6047 coming from Billesdon on LHS. Email and photograph sent to Adam Hill at LCC, response awaited. Item 2 – Missing chevron on B6047 from Church Langton to Tur Langton, LCC has asked for more details. Cllr Weston will take a photograph and forward to Cllr Bladon who will look into this further</p> <p>11.3 Footpaths – Problem with overgrown footpath at the top of Stonehill Lane (on private land) reported to LCC via online link and noted resolved within a week of being reported</p> <p>11.4 Wheelie Bins – Clarification received from HDC that it is an offence to leave bins out in a public area permanently and if they are not removed following emptying they can take action by sending out a polite reminder letter and if necessary following this up with a more formal letter requesting that the bins are removed immediately or they will remove them and charge for redelivery. Clerk to send details of bins noted to be left out to HDC</p> <p>11.5 Grass Cutting</p> <p>11.5.1 To note cuts - Two cuts noted for August, none so far in September.</p> <p>11.5.2 Grass Cutting Spot Check – completed, no issues to report</p> <p>11.5.3 Compliance with Chapter 8 of the Traffic Signs Manual – Cllr Bladon has spoken with the contractor and confirmed compliance</p>	<p>Cllrs Weston, Bladon</p> <p>clerk</p>
<p>12.</p>	<p>107/17 – Planning and Enforcement</p> <p>12.1 To receive update on recent planning decisions</p> <ul style="list-style-type: none"> 17/00840/FUL - Erection of detached dwelling house - The Brambles Shangton Road Tur Langton Leicestershire LE8 0PN – to note refused <p>12.2 Planning – to consider the following application: 17/01298/PDN – see 99/17 above</p> <p>12.3 Enforcement and Planning – 17/00209/COUS, The Manor, Main Street, Tur Langton Car Park extension and Shipping Containers – update from HDC Enforcement that two planning applications have been submitted for the car park extension (anticipated reference 17/01479/CLU) and Shipping Container Units (anticipated reference 17/01148/FUL), however both applications are incomplete and therefore the owner has been contacted again with a list of information required. As the applications were not available for comment they will be considered in October.</p> <p>12.4 Enforcement – 17/00218/TREES, 1, Cranoe Road, Tur Langton. Update from HDC that works had been undertaken to prune a Yew Tree on the rear boundary of the property. Upon investigation it was found that the pruning was acceptable and the tree was not worthy of a TPO. On that basis the case was closed.</p> <p>12.5 Enforcement – Advertising boards – noted that the number of advertising boards in the village has increased, some are only there if there is an event. A watching brief to be kept and this is to be an item for the agenda in November. There was a suggestion to explore the idea of a village sign on the green directing people to facilities in the village.</p> <p>12.6 Housing Needs Survey – correspondence has been received from Miles King, Rural Partnership Officer at Midlands Rural Housing (MRH) to advise that they have been asked by HDC to carry out a survey in TL during the 2017/18 year, however as we are currently carrying out the NP they realise it may not be a convenient time. Gary Kirk has advised that it would be too late to include in the NP. Agreed to contact Mr King to advise that it would be best to time this for after the NP is completed at which point we will invite a representative from HRH to a meeting.</p>	

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13.	<p>108/17 – Finance</p> <p>13.1 Internet Banking – It has been established that the bank account at HSBC will allow the clerk to set up the payment and then another councillor to log in to authorise it. Cllr Bladon has internet access to the account and so could carry out the authorisation. The advice from LRLAC is that in an ideal world the clerk would set up the payment online, (i.e. administer the payment) and then two councillors would log in and separately approve the payment. The DCLG guidance “The Good Councillor Guide to Finance and Transparency”, circulated recently by LRLAC advises that “where electronic banking is used arrangements should ensure that at least two people are involved in any transaction, one of whom must be a member”. In view of this it was resolved that the purchase of the website domain and subscription to the wix site, which has to be done by internet banking, should go ahead on the basis of the clerk setting the payment(s) up and Cllr Bladon logging in to authorise the payments. (minutes 9/5/17, 62/17 refers)</p> <p>NALC will be issuing a new practical briefing on this area shortly and until this has been received and studied all other payment to continue by cheque</p> <p>13.2 2017/18 Accounts – to receive and approve updated accounts / reconciliation - Resolved to approve accounts reconciled to 5/9/17 as circulated</p> <p>13.3 To approve for payment</p> <ul style="list-style-type: none"> (i) Clerk’s Salary and Home Working Allowance August 2017 - £168.86 (ii) Clerk’s Salary and Home Working Allowance September 2017 - £168.86 (iii) 4 Counties Ground Maintenance for grass cutting July - £100 + £20 VAT = £120 (iv) 4 Counties Ground Maintenance for grass cutting July - £100 + £20 VAT = £120 (for authorisation pending receipt of invoice, two cuts have been confirmed Aug) (v) Community Heartbeat Trust for purchase of phone kiosk - £1.00 (vi) YourLocale from Locality Grant -£1,700 + £340 VAT = £2,040.00 Professional Support, Neighbourhood Plan (Reg 14 Responses, Basic Condition Statement, Liaison HDC) <p>Resolved to approve all payments as listed</p>	Clerk / Cllrs Bladon, Officer
14.	109/17 – Website, Purchase of Domain Name and Subscription to Wix site – see 13.1 above	
15.	110/17 – Emergency Planning – clerk has meeting with John Brown, Resilience Officer from Leicestershire Resilience Partnership, on 20/9/17 to start putting the plan together	clerk
16.	111/17 – Repairs and Maintenance – No problems reported on benches, phone kiosk and defibrillator. The Notice Board needs cleaning down and oiling. Cllr Weston will attend to this	Cllr Weston
17.	112/17 – Community Engagement – Newsletter – Cllr Briggs will edit, to include articles on: <ul style="list-style-type: none"> • Church News and Historic Churches bike ride (Cllr Weston) • Wheelie Bins (clerk) • Beer Festival (Cllr Officer) • Village Hall update and thank you for garden clearance (Cllr Bladon) 	Cllrs Briggs, Weston, Officer, Bladon clerk
18.	113/17 – To confirm date of next meeting and items for next agendas: 24/10/17 at 7.30 p.m. (Local Plan response and Neighbourhood Plan) 7/11/17 at 7.30 p.m. – full Parish Council meeting 9/1/18 at 7.30 p.m. – full Parish Council meeting	

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	Issue and date reported	Progress – <i>updates for this meeting in bold italics</i>
1.	<p>30mph sign wrong way round B6047 (coming from Billesdon on LHS) Rep Oct 2016 by clerk</p> <p>Noted (11/7/17) that this had been reported incorrectly and the 30 mph sign is actually missing. The 50 mph sign as leaving the village is in place.</p>	<p>9/12/16 – to be looked at and works processed for it to be completed 18/1/17 – LCC are in process of getting signs ordered one has a rough date for works to be actioned will let us know. Adam Hill (LCC) 7/6/17 – Adam Hill, LCC, believes this work has been completed 3/9/17 – corrected information referred back to Adam Hill at LCC with photo (out of office to 13/9)</p>
2.	<p>Village Name sign damaged Cranoe Road (coming from Cranoe on RHS) Rep Oct 2016 by clerk</p>	<p>9/12/16 – to be looked at and works processed for it to be completed 18/1/17 – LCC are in process of getting signs ordered one has a rough date for works to be actioned will let us know. Adam Hill (LCC) 7/6/17 Adam Hill, LCC - we are currently waiting for the materials 11/7/17 – still outstanding Has been repaired remove from list</p>
3.	<p>Bends in roads sign knocked down Kibworth Road (leaving village on LHS) Rep Oct 2016 by clerk</p>	<p>9/12/16 – to be looked at and works processed for it to be completed., Adam Hill (LCC) 7/6/17 Adam Hill, LCC - works completed Work completed, remove from list</p>
4.	<p>Missing chevron on B6047 proceeding from Church Langton towards Tur Langton approximately 50 metres after the pond on the right hand bend, situated on the exit of the bend just after the field entrance.</p>	<p>Reported 14/3/17 – reference FS14059394 8/6/17, Adam Hill, LCC, do you know the specific location of this? Maybe an image from google maps would really help. Cllr Weston to check and provide image Cllr Weston will take a photo and email to Cllr Bladon who will look into this further</p>