



**Minutes of Parish Council Meeting held at the Village Hall Tur Langton
17th January 2023 at 7.30 p.m.**

Present: Cllr T. Bladon (Chair), Cllr P Officer, Cllr C. Staveley
In attendance – Alison Gibson, Clerk

Action

1.	1/23 – Apologies for Absence Cllr J. Haynes and Cllr D. Molyneux - it was resolved to approve the reasons for absence. District Councillor Simon Whelband, County Councillor Kevin Feltham	
2.	2/23 – Declarations of disclosable pecuniary interests and granting of dispensations. Cllrs Bladon, Officer and Staveley, item 13 – Village Hall. Cllrs Bladon and Officer are Trustees and Cllr Staveley is a committee member. All have dispensations to speak and vote on this item to the next election.	
3.	3/23 – To approve the minutes of the previous meeting held on 8th November 2022. It was resolved that the Minutes of the Parish Council Meeting held on 8/11/22 be approved and adopted as a true record.	
4.	4/23 – Questions from members of the public – none present	
5.	5/23 – Clerk’s Report including Year Plan and LRALC update. Year Plan – noted as circulated. Noted that the electrode in the defibrillator has been replaced as it had expired. LRALC <ul style="list-style-type: none"> • LRALC EGM 2/2/23 • LRALC “How to” Guides • LRALC Newsletter December 2022 • NALC Legal Update December 2022 Harborough District Council (HDC) <ul style="list-style-type: none"> • Annual Liaison Meeting 24/11/22, Workshop Feedback • Main Contacts at HDC for clerks • List of Services at HDC and LCC • HDC Parish Liaison Meeting December 2022 • Health and Wellbeing • Harborough District Newsletters December 2022 and January 2023 Leicestershire County Council (LCC) <ul style="list-style-type: none"> • Christmas Waste Reduction Campaign • Adult Social Care – Personal Assistants • Monthly Funding Bulletins December 2022 and January 2023 • Operational Clerks’ Meetings 25/11/22 and 5/1/23 – link to recordings • Trading Standards Newsletter Christmas 2022 • Warm Homes SLCC – Clerk Magazine January 2023 Rural Community Council – Impact Magazine December 2022	

6.	<p>6/23 – Reports and Updates</p> <p>6.1 County Councillor – Kevin Feltham:</p> <ul style="list-style-type: none"> • Kibworths Neighbourhood Plan review referendum 4/5/23 • Cllr Feltham, District Cllr Whelband, Neil O’Brien MP and another County Councillor met with an Arriva director on 5/1/23 following complaints about the X3 bus cancellations and reliability. The feedback was that the problems were mainly due to driver vacancies, but now another batch of drivers have been trained so the issues were mostly resolved. • LCC Council Tax element being recommended is 4.99%, this will not be confirmed until the council meeting on 22/2/23. The consultation link was on LCC’s website up to 15th January. • There is still no firm date for the re-opening of Kibworth Tip, it is expected to open in February once the Environment Agency has issued the permit licence to LCC. • Applications for a road closure for the King’s Coronation must be submitted by 31st March. <p>6.2 District Councillors- District Councillor Simon Whelband:</p> <ul style="list-style-type: none"> • As he is now working for Neil O’Brien MP, Simon is happy to be contacted about any matters relating to the MP. <p>6.3 Police Update</p> <ul style="list-style-type: none"> • Update police beat team details circulated. • NALC Legal Topic Note 13 – Policing in your area, powers and duties of local councils in relation to crime in their area • Neighbourhood Watch update – it was agreed to put something about Neighbourhood Watch in the next newsletter. • Crime reduction events in January. 	
7.	<p>7/23 – Planning</p> <p>7.1 General Report and update on applications / decisions from Harborough District Council Planning applications / decisions since last meeting:</p> <ul style="list-style-type: none"> • 22/01579/TCA, Works to trees, 1 Cranoe Road and Wadlands Cottage Shangton Road, Tur Langton - permitted • 22/01580/TCA - Works to trees - Mount Pleasant Shangton Road Tur Langton– permitted. <p>7.2 To agree response to: 23/00013/FUL – conversion and single storey extension of existing barn to create annexe, Carpenters House, Main Street, Tur Langton It was resolved to respond “No Comment”.</p> <p>7.3 Enforcement – nothing to report</p>	
8.	<p>8/23 – To review and adopt:</p> <p>8.1 Grievance Policy – It was resolved to adopt with the following changes:</p> <ul style="list-style-type: none"> • Change references to “Chairman” to read “Chair”. • Section 6 – change reference to “sub-committee” to read “committee”. <p>8.2 Disciplinary Policy – it was resolved to change references to “his/her” to read “their” and to adopt the policy with no other changes.</p>	
9.	<p>9/23 – Finance</p> <p>9.1 RFO Report including noting of payments not previously minuted From list: 30/11/22 – Clerk salary and HWA November 2022 and arrears - £328.00 30/12/22 – Clerk Salary and HWA December 2022 - £206.62 16/1/23 - Leicestershire Gardens invoice 22/214 for cuts 6/10/22 and 3/11/22 (not included in reconciliation to 10/1/23) Other: 31/12/22 – Bank Charges £18.00 16/1/23 - LRALC for Councillor Training, £45.00 (not included in reconciliation to 10/1/23) Receipts – 9/12/22, grass cutting reimbursement from LCC - £360.36 Updated List of payments arising on a regular basis circulated.</p>	

	<p>9.2 Approval of Accounts Reconciliation to 10/1/23 Total Receipts to 10/1/23 - £15,390.92 Total Payments to 10/1/23 - £4,711.50 Closing Balance at 10/1/23 - £18,739.36 At 10/1/23: Balance Unity = £15,944.97 Balance HSBC = £0 Balance MHBS - £2,794.39 It was resolved to approve the accounts reconciliation to 10/1/23 as circulated.</p> <p>It was resolved to transfer £7,500 from the Unity Account to Market Harborough Building Society Account.</p> <p>9.3 To approve for payment – It was resolved to approve the following payments: 9.3.1 Tur Langton Village Hall for room hire 17/1/23 - £5.00. 9.3.2 Clerk Reimbursement for Namecheap Domain and Email accounts - £42.22 9.3.3 Community Heartbeat Trust for Annual Support Agreement - £126 (pending receipt of invoice)</p>	
10	<p>10/23 – Budget and Precept for 23/24 year 10.1 To agree budget and precept for fiscal year 23/24 Councillors reviewed the draft budget, associated notes and HDC Tax Base Calculator It was agreed to transfer £625 from the “Not Allocated” budget to the “Clerk’s Salary” budget with a view to discussing increasing the Clerk’s hours at the next meeting, and to rename the “Not Allocated” budget to “Recruitment”, to go towards costs of recruiting a new clerk in 2024.</p> <p>It was Resolved to set a budget of £11,062.74 for the financial year 2023-2024.</p> <p>It was Resolved to send a precept request to Harborough District Council of £10,026.00, a 2% increase. This will present a charge of £92.75 per year for each Band D household, an increase of 4.5% £4.03.</p> <p>10.2 To approve revised Reserves Policy It was resolved to adopt the revised Reserves Policy as circulated.</p>	
11	<p>11/23 – Review of Neighbourhood Plan</p> <ul style="list-style-type: none"> • Cllr Staveley has gone through the plan and addressed all accessibility issues and corrected a couple of typing errors. Councillors thanked her for this work. • Cllr Officer is going through the plan to highlight any changes and liaise with Harborough District Council about how to go about making these changes. In particular, the reference to the Village Hall needing to be refurbished needs to be updated and the section on future reviews needs to be amended. 	Cllr Officer
12	<p>12/23 – Review of Community Response Plan – Review of plan, to approve final version. No one has come forward to volunteer to be added as a First Aider following the article in the Kibworth Chronicle.</p> <p>It was resolved to approve the Community Response Plan as circulated.</p> <p>The clerk will forward the updated plan to the Resilience Partnership Cllr Bladon will arrange for the new version to be laminated and stored with the Emergency Grab Bag in the Village Hall.</p>	Clerk Cllr Bladon
13	<p>13/23 – Village Hall 13.1 To note receipt of insurance document from the Village Hall Committee - noted 13.2 Memorial Garden Sign – update on design and quotations</p> <p>A volunteer is preparing the sign and the only cost will be for the lettering, which will be paid for by the Parish Council from the “Memorial Garden” earmarked reserve. Once in place the sign will be the property of Tur Langton Parish Council and included on the Asset Register.</p>	Cllr Bladon

14.	<p>14/23 – Assets</p> <p>14.1 Health and Safety Check of Assets –</p> <ul style="list-style-type: none"> • There is some mould on the notice board, which Cllr Bladon will treat. • No other problems identified following inspection. • It was agreed to include an item on the next agenda for the refurbishment of the phone box, to be funded from “Village Improvements” budget 	
15.	<p>15/23 – Highways</p> <p>15.1 General Report</p> <ul style="list-style-type: none"> • Community Speedwatch 2023 – noted that the programme will be running from March to October and there are still some available slots. There needs to be a minimum of 12 volunteers, one of which will act as co-ordinator and who will need to be able to use Excel. It was agreed to put an article in the next Newsletter to try and get volunteers including a Co-ordinator. <p>15.2 Members’ Highways Fund – Mobile Vehicle Activated Signs (MVAS)</p> <p>15.2.1 To review feedback from article in Newsletter and to agree sites to put forward to Leicestershire County Council.</p> <p>Two responses have been received. It is proving difficult to agree sites for the MVAS. It was agreed to explore with LCC the possibility of having the pole on a moveable trolley, the locations could be plotted. Cllr Staveley has researched some options for MVAS and will research further in relation to this suggestion. A query can then be sent to LCC.</p> <p>15.3 Snagging List - Nothing to report</p> <p>15.4 Footpaths</p> <ul style="list-style-type: none"> • Footpath Order for the path and bridleway by The Manor (B7 (parts), B15 (parts) and A86 (parts) – The Rights of Way Officer at LCC has conducted a site inspection to see if a Certificate of Works can be completed. This needs to be done before the Legal Services Team can arrange for the Diversion Order to be confirmed and come into operation. It was established that although some of the works have been completed there are some aspects that still need to be completed. The applicant has therefore been requested to arrange for the completion of the works in order for it to be inspected again and if completed to the satisfaction of the Rights of Way Officer the Certificate of Works can be completed. LCC are currently awaiting the applicant to notify them of the completion of the works. 	Cllr Staveley
16.	<p>16/23 – Grass Cutting – to review and sign new Service Level Agreement with Leicestershire County Council – 2023 to 2025</p> <p>Noted the annual reimbursement has been increased from £360.36 to £411.84.</p> <p>It was resolved to accept the new Service Level Agreement and it was signed by Cllr Bladon</p>	
17.	<p>17/23 – Tree Preservation Orders – to review feedback from the article in Newsletter and agree how to proceed.</p> <p>Two responses have been received. It was agreed that the clerk will contact Harborough District Council to establish what the process for putting trees forward would be, details of criteria and whether it is necessary for the Parish Council to consult with the tree owners prior to putting trees forward. Once this information is received councillors will get together to review feedback and finalise the list to put forward for consideration at the meeting in March.</p>	Clerk / Cllrs
18.	<p>18/23 – Website Accessibility Review – Cllr Officer will run the Wix Accessibility Wizard to check accessibility and feedback.</p>	Cllr Officer
19.	<p>19/23 – Website History Page</p> <p>19.1 Scanning of Archive Minutes – an estimate of £150 has been received from Stor-a-file. This could vary according to size and the condition of the books, which they have collected so that they can give a more accurate quotation and their feedback is awaited.</p> <p>19.2 History Page on website – Once the scanned documents are received work can commence on the History Page. Cllr Molyneux has written an introduction.</p>	
20.	<p>20/23 – Community Engagement - Newsletter</p> <p>It was agreed to do a newsletter at the end of February.</p> <p>Cllr Staveley will also put an article together for the February edition of the Kibworth Chronicle</p>	Cllr Staveley

21.	<p>21/23 – Action Plan for the recruitment of new clerk The clerk is due to retire in September 2024. It was agreed to get support from LRALC with recruitment. There is some funding in the 23/24 budget to go towards recruitment and it is important to ensure that there is enough in the budget for 24/25 to cover this. It was agreed to look at advertising in May / June 2024 and to explore aligning recruitment with East Langton Parish Council (as the clerk will be retiring from that council at the same time.)</p>	
22.	<p>22/23 – Parish Council Elections May 2023 The election timetable was circulated. Clerk to find out about obtaining candidate packs from Harborough District Council. Information to be included in the February Newsletter.</p>	Clerk
23.	<p>23/23 – To approve the dates of next meetings and items for next agenda. 23.1 To agree date of meetings in May – 23/5/23 Annual Parish Meeting 7 p.m. Annual Parish Council Meeting 7.30 p.m. 23.2 Next meeting - 7/3/22 at 7.30 p.m.</p>	

Meeting was closed at 21.26 p.m.