



Minutes of Annual Parish Council Meeting held at the Village Hall Tur Langton

Tuesday 12th May 2026 at 7:30 p.m.

Present: Cllr J Anderson, Cllr T Bladon (Chair), Cllr C Staveley

In attendance: Katy Ward, Clerk

1.	<p>2627/01 - To elect a Chair of the Council</p> <p>Cllr Bladon volunteered to continue as Chair for another year. This was seconded by Cllr Staveley, thirded by Cllr Anderson and agreed unanimously.</p>
2.	<p>2627/02 - To receive Chair's Declaration of Office or to decide when it shall be received</p> <p>Cllr Bladon signed the Declaration of Acceptance of Office.</p>
3.	<p>2627/03 - To elect a Vice Chair of the Council</p> <p>Cllr Bladon nominated Cllr Staveley, Cllr Staveley agreed she was happy to continue as Vice Chair, Cllr Anderson thirded and was agreed unanimously.</p>
4.	<p>2627/04 - To receive apologies for absence</p> <p>Cllr P Officer - it was resolved to accept the apologies.</p>
5.	<p>2627/05 - Declarations of disclosable pecuniary interests and granting of dispensations</p> <ul style="list-style-type: none"> • Cllrs Bladon and Officer are Trustees for the Village Hall and Cllr Staveley is a committee member. • All have dispensations to the next election.
6.	<p>2627/06 - To approve and sign the minutes of the previous meeting held on 17th March 2026</p> <p>It was resolved that the Minutes of the Parish Council Meeting held on 17/03/26 be approved and adopted as a true record.</p>
7.	<p>2627/07 - Public comments and comments on items on the agenda</p>

No members of the public present.

8. 2627/08 - Clerk's Report

Other

- MHCLG consultation on LGR response submitted after collating Councillor responses
- Breakthrough Communications Blog: "How do councils actually demonstrate data protection compliance?"
- Risk Ready Communities' programme has been launched by the Local Resilience Forum
- From 1st April waste sites will change to the summer opening hours on days that they're open
- MHCLG: Council Tax levels set by local authorities in England 2026 to 2027
- Government Consults on Further Changes to Local Authority Planning Committees

HDC

- Harborough District Residents' newsletter - March 2026
- HDC Community News | March 2026
- Harborough District Residents' newsletter - April 2026
- Reply from HDC about Financial and Digital Inclusion
- Community Governance Reviews for Market Harborough open to 13th April
- Harborough Local Plan – submitted to Secretary of State for Housing, Communities and Local Government on 17th April
- HDC Community News | April 2026
- HDC Community Grant - Parish Council Support Form received and returned to HDC
- Market Harborough Community Governance Review non-binding poll of residents - 86% in favour of Market Harborough establishing a new parish council

LCC

- LCC Monthly Funding Bulletin - March 2026
- Parish and Communities update - Issue 43
- New Leicestershire Carers Strategy 2026-2030
- LCC communication - Adults & Communities Engagement Panel Newsletter
- LCC Monthly Funding Bulletin – April 2026

NALC

- NALC updated advice note: Public rights of way
- NALC updated advice note: Code of Recommended Practice on Local Authority Publicity and publicity during the pre-election period (England)
- NALC updated advice note: Parish council meetings (England)
- NALC updated advice note: Basic charity law
- Essential actions for parish councils to make sure that the 2026 Internal Audit runs smoothly
- NALC backs action to reduce private management of estate amenities
- NALC welcomes streamlined planning design guidance
- NALC broadly supports the updated National Planning Policy Framework
- NALC toolkit: engaging with Members of Parliament

	<ul style="list-style-type: none"> • NALC Legal Update – March 2026 • NALC: The Good Councillor's Guide to Website Accessibility • NALC Blog: Supporting Communities with the move to safer, more reliable digital landlines <p>LRALC</p> <ul style="list-style-type: none"> • LRALC Zoom sessions on LGR - presentation slides • LRALC March 2026 Newsletter • New LRALC checklist - New clerk checklist • New LRALC checklist - Councillor resignation checklist and declaration • LRALC website - reorganised list of NALC Advice notes <p>RCC</p> <ul style="list-style-type: none"> • RCC Impact Magazine - issue 28
9.	<p>2627/09 - Reports and updates from:</p> <p>9.1 County Councillor No update.</p> <p>9.2 District Councillors Newsletters have been circulated to Councillors.</p> <p>9.3 Police Update</p> <ul style="list-style-type: none"> • March 2026 OPCC Newsletter for Leicester, Leicestershire, and Rutland • Market Harborough north newsletter - March 2026 • Our News - April 2026 • Market Harborough north newsletter - April 2026 • Our News May 2026
10.	<p>2627/10 - To appoint members to undertake:</p> <p>10.1 Spot checks during grass cutting It was resolved to appoint Cllr Anderson to check Main Street and Cllr Bladon to check Shangton Road.</p> <p>10.2 Checks of street furniture It was resolved to appoint Cllr Officer.</p> <p>10.3 Checks of account reconciliations It was resolved to appoint Cllr Staveley.</p> <p>10.4 Defibrillator checks It was resolved to appoint Cllr Staveley.</p>
11.	<p>2627/11 - Finance and Audit 25/26 (1)</p>

11.1 To approve Accounts Reconciliation to 31/03/26 and note payments and receipts to 31/03/26 not previously minuted

Total Receipts to 31/03/2026 - £12,154.74 made up as follows:

Unity Trust Bank - £12,051.24

Market Harborough Building Society - £103.50

Total Payments to 31/03/2026 - £11,157.75 made up as follows:

Unity Trust Bank - £11,157.75

Market Harborough Building Society - £0.00

Balance at 31/03/2026 - £9,670.40 made up as follows:

Unity Trust Bank - £1,615.89

Market Harborough Building Society - £8,054.51

It was resolved to approve the reconciliation.

Payments not previously minuted:

Receipts:

02/03/2026 - HMRC VAT Refund grass cutting - £471.00

06/03/2026 - LCC Grass Cutting Reimbursement - £411.84

Payments From List of Regular Payments:

31/03/2026 - Clerk Salary + HWA March 2026 - £300.52

Other:

- 03/03/2026 - Lloyds Corporate Card charges February - £7.40
 - Card charges - £3.00
 - Parish Council phone number (Feb) - £4.40
- 30/03/2026 - Community Heartbeat Trust defib maintenance - £151.20
- 30/03/2026 - Zurich Insurance 2026-27 - £348.10
- 30/03/2026 - Tur Langton VH Room Hire 17/03/26 - £5.00
- 31/03/2026 - Lloyds Corporate Card charges March - £7.40
 - Card charges - £3.00
 - Parish Council phone number (Mar) - £4.40
- 31/03/2026 - Bank charges - £7.00

11.2 To accept final List of Payments Arising on a Regular Basis for 25/26 year

It was resolved to accept the final List of Payments Arising on a Regular Basis for 25/26 year.

11.3 To confirm General Power of Competence eligibility

The Clerk confirmed that Tur Langton Parish Council does not meet the eligibility criteria for General Power of Competence.

11.4 To approve and sign Exemption Certificate

	<p>It was resolved that the Council satisfies the criteria for certifying as Exempt and the Certificate was approved and signed by the Clerk/RFO and Chair.</p> <p>11.5 To receive and note Internal Auditor's Report The Internal Auditor considered the Internal Control Objectives on page 4 of the Annual Governance and Accountability Return (AGAR) and agreed that they were all met in the 25/26 year. The Internal Auditor also submitted a written report which does not note any areas for consideration or improvement. The report was circulated by email before the meeting and available as a printed copy at the meeting. Councillors thanked the Clerk.</p> <p>11.6 To approve and sign Annual Governance Statement It was resolved that the statements in the Annual Governance Statement are met, and the document was approved and signed by the Clerk/RFO and Chair.</p>
12.	<p>2627/12 - Finance and Audit 25/26 (2)</p> <p>12.1 To approve and sign Accounting Statement The Clerk/RFO had prepared and signed the Accounting Statement based on figures from the reconciliation and presented this to the meeting. Councillors considered this. It was resolved to approve the Accounting Statement as presented and the document was signed by the Chair.</p> <p>12.2 To receive and consider Explanation of Variances Councillors considered and agreed the Explanation of Variances between the 24/25 year end and 25/26 year end figures.</p> <p>12.3 To receive and consider Breakdown of Reserves held Councillors considered and agreed the Breakdown of Reserves Held at 31/03/26.</p> <p>The current general reserve was discussed and is currently £7,279.76, which is 90.86% of what the maximum general reserve should be (twelve months net revenue expenditure). The Clerk suggested transferring some of the general reserve to the earmarked reserve for IT Equipment, to start to build up funds for any new IT Equipment or for if the move to a gov.uk domain becomes a requirement. It was decided to wait until the grass cutting season is over for this year, and then decide whether to transfer funds, as the grass cutting expenditure may increase this year depending on how many cuts are needed which could alter the budget for the year.</p> <p>12.4 To agree the dates for the Period of Public Rights It was resolved to set the dates 08/06/26 to 17/07/26 as the period for the Exercise of Public Rights.</p>
13.	<p>2627/13 - Finance 26/27 Year</p> <p>13.1 RFO Report</p> <ul style="list-style-type: none"> • Updated SAPPP Practitioners' Guide

13.2 To note payments from 01/04/26 not previously minuted**Receipts:**

08/04/26 - HDC precept 1st instalment - £5,748.00

21/04/26 - VAT reimbursement 25/26 - £53.67

Payments From List of Regular Payments:

30/04/26 - Clerk salary and HWA April 2026 - £300.52

Other:

01/04/26 - Chair's Allowance 25/26 - £30.00 (noted that this was submitted and approved on time but only paid out the following working day, which was also the current 26/27 financial year)

24/04/26 - LRALC/NALC membership 26/27 - £269.53

30/04/26 - Bank fees - £7.00

13.3 To approve List of Payments Arising on a Regular Basis for 26/27 year

It was resolved to approve the list.

13.4 Review of budget taking into account actual figures carried over at 31/03/26

Payments on the Unity account for financial year 25/26 were all approved on time, but the payment for Cllr Bladon's Chair's Allowance for 25/26 was only paid out on 01/04/26. Therefore £30 will be needed to be added to the Chair's Allowance category for this year, so that the 26/27 payment can also be made. This is not an increase in the Chair's Allowance, it is to allow for both payments to be made in the financial year.

It was resolved to transfer £30 to the Chair's Allowance budget from the Neighbourhood Plan budget.

13.5 To agree Internal Auditor for 26/27 Year

It was resolved to appoint LRALC Internal Audit Service for the 26/27 year.

13.6 Review of Bank Mandate and Signatories**Unity Trust Bank:**

Clerk - view and submit payments

Cllr Anderson, Cllr Bladon, former Cllr Molyneux, Cllr Officer, Cllr Staveley - view, submit and authorise payments

Market Harborough Building Society:

Current signatories: Cllr Anderson, Cllr Bladon, former Cllr Molyneux, Cllr Officer, Cllr Staveley, and the Clerk

It was resolved to remove Cllr Molyneux from both Unity Trust Bank and Market Harborough Building Society as she is no longer a Councillor on the Parish Council.

13.7 Review of Direct Debits

	<ul style="list-style-type: none"> • Lloyds Corporate card (Parish Council credit card) - statement produced on approximately 17th of the month and DD taken two weeks later • Public Works Loan Board - DD's taken in February and August - £1,671.87 • Information Commissioner's Office (data protection fee) - DD taken in May - £52.00 with £5.00 fee reduction as paying by DD <p>13.8 To approve for payment:</p> <ul style="list-style-type: none"> • Tur Langton Village Hall, room hire for meeting 12/05/26 - £5.00 • SLCC subscription 26/27 - (pending receipt of invoice) <p>It was resolved to approve the payments.</p>
14.	<p>2627/14 - To consider appointment of a representative to attend the LRALC Annual General Meeting</p> <p>Councillors were made aware of the LRALC AGM but there was no interest in attending.</p>
15.	<p>2627/15 - Planning</p> <p>15.1 General report and update on applications / decisions from Harborough District Council</p> <p>Approved since last meeting:</p> <p>Works to trees (fell) - Fargate House Main Street Tur Langton Leicestershire LE8 0PJ Ref. No: 26/00189/TCA Received date: Fri 06 Feb 2026 Status: Application Permitted Case Type: Planning Application</p> <p>Discharge of Condition 12 (Replacement Hedgerow) of 25/01327/VAC - Land Off Shangton Road Tur Langton Leicestershire Ref. No: 26/00235/PCD Received date: Mon 16 Feb 2026 Status: Application Permitted</p> <p>It was noted at the meeting that the pavement should be completed in May.</p> <p>Work to tree - Shangton House Shangton Road Tur Langton Leicestershire LE8 0PN Ref. No: 26/00413/TCA Received date: Fri 20 Mar 2026 Status: Application Permitted Case Type: Planning Application</p> <p>Comments agreed under scheme of delegation between meetings: no comments/objections</p> <p>Closed / Pending consideration:</p> <p>Certificate of lawfulness of proposed development for the construction of single storey rear conservatory with related fenestration amendments - The Granary Main Street Tur Langton Leicestershire LE8 0PJ Ref. No: 26/00299/CLU Received date: Fri 27 Feb 2026 Status: Pending Consideration Case Type: Planning Application</p> <p>Closed / Application withdrawn:</p> <p>Erection of a single storey rear extension - 7 Cranoe Road Tur Langton Leicestershire LE8 0PD</p>

Ref. No: 26/00352/FUL | Received date: Tue 10 Mar 2026 | Status: Application Withdrawn | Case Type: Planning Application

Comments agreed under scheme of delegation: no comments/objections

15.2 Enforcement

Nothing to report.

16. 2627/16 - Highways

16.1 General Report

- Choose How You Move: Easter Bus Promotions
- Order under the Road Traffic Regulation Act 1984 - documents were made available on website
- LCC - 50% Discount off purchase of NEW Grit Bins
- Enabling Travel Choice Strategy consultation launched on Wednesday 22 April and will run for a period of 12 weeks - to be completed as an individual

16.2 Snagging List

Recent Reports:

19/03/2026 - Main Street, Tur Langton - Ironwork - No Action Required

02/03/2026 - Melton Road, Tur Langton - Other (Highway Control) - Response Given

16.3 Footpaths

Nothing to report.

16.4 Parking on pavements

A further email and photo about vehicles parking on pavements was received from a resident shortly after the March meeting. Cllr Bladon liaised with the resident about the situation a few days after the email. The Clerk also sent an email to say what had been discussed at the March meeting, and the actions being taken in regards to the parking.

Cllr Bladon has contacted all regular hirers of the hall to remind them to park responsibly, and all future bookings will include a reminder to ask attendees to park responsibly.

It has been agreed to put a notice up inside the entrance of the Village Hall to remind attendees to park responsibly. The Village Hall has also put up a sign on the edge of the grass at the front of the building to ask people to not park on the grass.

It was noted at the meeting that parking on pavements continues to be an issue, and that on a certain section of Main Street it can be dangerous if pedestrians are forced to walk into the road to go around cars, especially if the cars are going too fast. The parking also continues to make the pavement inaccessible for wheelchair users and prams. Cllr Anderson also brought a photo of cars parked on the pavement to show the issue.

It was mentioned that the low kerb on a section of road near the Village Hall might be an issue as it is difficult to see where the pavement ends and the road begins.

	<p>The leaflets from LCC mentioned at the previous meeting will start to be put on car windscreens when the situation is very bad. It will continue to be monitored to see if any of the above has any effect.</p> <p>16.5 Road sweeping</p> <p>After the March meeting, County Cllr Phil King confirmed with Environmental Services that the last mechanical sweep of Tur Langton took place on 12th January.</p> <p>As this does not match the schedule sent by HDC it was agreed that the Parish Council contact HDC to request reactive cleaning if the roads and gutters need cleaning.</p>
17.	<p>2627/17 - Flooding</p> <p>17.1 Flood Warden</p> <p>The potential Flood Warden was scheduled to attend a training session in April, but due to circumstances was unable to attend. The current schedule of Flood Warden training sessions finished in May, and no further dates have been published yet. The potential Flood Warden will enquire if further dates will be available later in the year.</p> <p>17.2 Updates following general flooding discussion at previous meetings</p> <p>Cllr Bladon made contact with Bruce Durham. He and his colleagues have looked at the drains in the village. He has suggested that kerbs should be raised at the lower end of Main Street.</p> <p>It was discussed whether raising the kerb there would affect how flood water would flow in relation to certain properties. Cllr Bladon will speak to Mr Durham about it and see what his conclusion is, and whether he and his colleagues will do something or if the Parish Council should.</p> <p>He also mentioned an app to record instances of flooding in an area, to give data to inform people how to mitigate flooding in the future. The app is unofficial and not linked to any authority. At the moment it is very small scale and invite only. It was agreed to see if access could be given to the Councillors and maybe then made available to residents at a later date.</p> <p>Cllr Bladon will be in touch with him again to discuss the kerb, drains and whether the app can be made available to the Councillors.</p> <p>There has been no interest or enquiries about the FloodSax devices so far, but this may be due to the weather being drier and there being no immediate use for them.</p>
18.	<p>2627/18 - Grass cutting update</p> <ul style="list-style-type: none"> • March cuts - 05/03 and another date - no invoice received at present • April cuts/strims - three cuts and one strim of the bank reported - no invoice received at present • No cuts in May reported at present

	<p>As agreed at the last meeting Leicestershire Gardens has been sent a letter in the post to confirm the amount of VAT paid by the Parish Council, and which invoices it relates to.</p> <p>The Clerk has contacted Leicestershire Gardens for details of their Public Liability Insurance to send to LCC, but no PLI certificate has been received at present. The Clerk will follow this up.</p>
<p>19.</p>	<p>2627/19 - Trees</p> <p>19.1 Tree Warden Nothing to report.</p> <p>19.2 Update on newly planted trees There has been one email received about adopting a tree, and it was agreed for the tree outside Crox Farm to be adopted.</p> <p>Cllr Anderson has watered all of the trees. Anyone is free to take care of the trees and water is available from the outside tap of the Village Hall for watering the trees.</p> <p>It was suggested to plant some bulbs near the trees on the Shangton Road end of the village.</p> <p>19.3 Oak tree outside the Village Hall At the January meeting it was reported that Cllr Bladon made contact with LCC Forestry about the tree. Work to make it easier to mow underneath the tree was scheduled for pruning and was potentially due to take place in April 2026. This hasn't been completed yet, but is on the schedule and will be done whilst remaining sympathetic to the tree.</p>
<p>20.</p>	<p>2627/20 - Update on researching the history of the war memorial at St Andrews Church</p> <p>Cllr Bladon spoke to Alison Gibson, the former Clerk to the Parish Council, and she has already completed research into the history of the men named on the war memorial. The Parochial Church Council is happy with the research and will make a display of it.</p> <p>Cllr Staveley reported that she had met with a relative of David Purdy, who had produced a research paper about the village. Following the recent announcement of Mr Purdy's passing in the Parish Council Newsletter, Cllr Staveley discussed the possibility of publishing some or all of the research on the History page of the Parish Council website. The relative confirmed they were happy for this to proceed, and the research will be uploaded to the website at some point in the future.</p>
<p>21.</p>	<p>2627/21 - Review of defibrillator training session</p> <p>The defibrillator training session was held on 21/04/26 at the Village Hall. The feedback was very positive, and everyone felt the session went very well. The Clerk will feed this back to Rutland Community First Responders and ask for details about where to send the previously agreed donation.</p>
<p>22.</p>	<p>2627/22 - Policies to review and adopt:</p>

- Code of Conduct
- Standing Orders
- Financial Regulations
- Internet Banking Policy
- Document Retention and Disposal Policy
- Appendix A - List of Documents for Retention or Disposal
- Policies and Procedures for Handling Requests for Information
- Data Management and Information Security Policy
- Scheme of Delegation

It was resolved to adopt the policies with the amendments circulated and discussed at the meeting.

23. 2627/23 - Assets

23.1 Health and Safety Check of Assets - Cllr Officer

Nothing to report.

23.2 Notice Board - Cllr Bladon

The notice board repairs have been very successful and is remaining dry inside.

23.3 Defibrillator - Cllr Staveley

It was noted from the defibrillator training session that the defibrillator may not be appearing on a particular database or website used by the ambulance service. The Clerk will look into this.

24. 2627/24 - Review of website accessibility

The Clerk has checked how to make the website more accessible with the website host, Wix. Wix advised that there is an accessibility widget that can be added to the website. The Clerk added this, and it displays as a green accessibility button in the top right hand corner. It allows users to customise various aspects of the website such as the text size, the contrast, the font, and many more aspects.

Wix also advised that there is a built in accessibility wizard on the website. The Clerk ran this and it found 113 pages on the website that have accessibility issues.

Over the past year the Clerk has also made other changes to the website to improve accessibility, such as reducing the number of pages, simplifying pages, correcting the tabbing order of the homepage, and correcting some "URL slugs" (the part after the main URL). Every new page that is created is formatted for accessibility with headings, and grouping of items.

The Clerk will update the Accessibility Statement and the Accessibility Report on the website to reflect the new test and report.

25.	<p>2627/25 - To agree to purchase a mobile phone handset for the Clerk</p> <p>The Parish Council SIM card had been in old mobile phone handset belonging to the Clerk. This phone developed issues with receiving and sending texts due to age, and unfortunately couldn't be fixed. The SIM card has temporarily been in another old handset that has battery issues.</p> <p>The Clerk suggested purchasing a mobile phone handset to be used with the Parish Council SIM for Parish Council business only. It is a basic phone that can make phone calls and send text messages.</p> <p>It was resolved to purchase a SIM free Nokia 105 mobile phone at either Argos or Amazon, up to the value of £30.00. The Clerk will purchase this with the Parish Council credit card.</p>
26.	<p>2627/26 - Councillor Vacancy update</p> <p>The vacancy has been publicised in the Parish Council newsletter, and a notice has been on the website and noticeboard for several months, but there have been no applications.</p>
27.	<p>2627/27 - Community Engagement - Newsletter</p> <p>The Spring 2026 newsletter was published March 2026. The next newsletter is provisionally due to be published in August.</p>
28.	<p>2627/28 - To confirm the dates of next meetings and items for next agenda</p> <p>Provisionally set as:</p> <ul style="list-style-type: none"> • 14th July 2026 • 8th September 2026 • 10th November 2026 • 12th January 2027 • 9th March 2027 <p>Notice of any changes will be published on the website before the meetings</p>

Meeting closed at: 8:43 p.m.