



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

**Tuesday 8<sup>th</sup> July 2025 at 7.30pm**

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

In attendance: Katy Ward, Clerk

No members of the public present

1.	<b>62/25 - To receive apologies for absence</b>  Cllr J Anderson - it was resolved to accept the apologies.
2.	<b>63/25 - Declarations of disclosable pecuniary interests and granting of dispensations</b> <ul style="list-style-type: none"> <li>• Cllrs Bladon and Officer are Trustees for the Village Hall and Cllrs Molyneux and Staveley are committee members.</li> <li>• All have dispensations to the next election.</li> </ul>
3.	<b>64/25 - To approve and sign the minutes of the previous meeting held 8<sup>th</sup> May 2025</b>  It was resolved that the Minutes of the Parish Council Meeting held on 08/05/25 be approved and adopted as a true record.
4.	<b>65/25 - Public comments and comments on items on the agenda</b>  None.
5.	<b>66/25 - Clerk's Report</b>  <b>HDC</b> <ul style="list-style-type: none"> <li>• Harborough District parish liaison clerks' meeting notes - 21st March 2025</li> <li>• Harborough District Communities News - May 2025</li> <li>• Harborough District Residents' newsletter - June 2025</li> <li>• LGR interim proposal - government feedback received</li> <li>• Open Spaces Strategy Review Consultation - 3 June 2025 until 15 July 2025</li> <li>• North, City, South proposal for LGR - workshops to give feedback being hosted</li> <li>• Public engagement on interim proposal for LGR</li> <li>• Waste collections between Friday 20th June and Friday 4th July will start from 6am. This may be extended if the hot weather continues.</li> </ul>

- Harborough District Residents' newsletter - SPECIAL EDITION on Local Government Reorganisation
- Harborough District Communities News - June 2025
- The New Local Plan and Reviewing Neighbourhood Plans - follow up information from event at Harborough Innovation Centre on 9 May 2025
- Neighbourhood Planning Reviews Presentation May 2025
- Statement of Community Involvement 2025
- Harborough District Residents' newsletter - July 2025 issue

#### **LCC**

- May Monthly Funding Bulletin
- Parish and Communities Update - Issue 34
- Parish and Communities Update - Issue 35
- Annual Parish Liaison Event – Monday 7th July 2025
- Draft Rights of Way Improvement Plan - Consultation Thursday 22 May to Tuesday 14 August 2025
- June Monthly Funding Bulletin
- Leicestershire Formal Flood Investigations Statement - Spring 2025 (Update)

#### **NALC**

- New webpage on council communications and compliance issues
- New version of Local Councils Explained
- New advice note on Martyn's Law (Terrorism (Protection of Premises) Bill)
- Flood Resilience Survey

#### **LRALC**

- New HR guide for disciplinary action on LRALC website
- Reminder to not use copyrighted images on your website
- Jake has stepped down as CEO at LRALC. John is now Acting CEO for six months.
- LRALC AGM Saturday 18th October 2025
- LRALC May 2025 Newsletter
- Safeguarding for Town & Parish Councils Leaflet
- Government has provided feedback on interim plans for LGR
- Leicester City Council have received the Government's response to its interim proposal
- Government has announced plans to legislate the permanent provision of remote attendance at council meetings
- Updates to website: Councillor Resources page is now renamed Key resources for councillors, added a companion page as Key resources for councils, and updated page on Local Government Reorganisation.
- New temporary Parish Council Advice Officer at LRALC - Hannah Shaw
- Agenda for Annual Parish Liaison Event
- Gov.uk website logo has been changed

#### **SLCC**

Agenda for Branch Meeting on 11 June 2025

#### **RCC**

RCC Impact Magazine - Spring 2025

	<p><b>Other</b></p> <ul style="list-style-type: none"> <li>• Neighbourhood Plan grant funding has been cut. Response from Locality on NALC website.</li> <li>• Cllr Staveley on behalf of Tur Langton Village Hall Charity has applied to the Community Grant Fund for a table tennis table for the Village Hall. Cllr Bladon has completed the Supplementary Support form. The bid was successful and they are awaiting funds.</li> </ul>
6.	<p><b>67/25 - Reports and updates from:</b></p> <p><b>6.1 County Councillor</b> None.</p> <p><b>6.2 District Councillors</b> Newsletters have been circulated to Councillors.</p> <p><b>6.3 Police Update</b></p> <ul style="list-style-type: none"> <li>• Survey about views on Leicestershire Police</li> <li>• Market Harborough north newsletter - May 2025</li> <li>• Neighbourhood Link - Our News - June 2025</li> <li>• Meet Your Local Police Inspector event 04/07/25 - The Square, Market Harborough</li> <li>• OPCC Newsletter June 2025</li> <li>• Market Harborough north newsletter - June 2025</li> </ul>
7.	<p><b>68/25 - Finance</b></p> <p><b>7.1 RFO Report and to note payments previously not minuted</b></p> <p><b>RFO Report</b></p> <ul style="list-style-type: none"> <li>• VAT reclaim paid by HMRC</li> <li>• Sent Certificate of Exemption for AGAR to External Auditor - acknowledgement of receipt received</li> <li>• Notice of Public Rights for the inspection of accounts published on website and noticeboard</li> <li>• Corporate Multipay Card received and activated (has also been referred to as the Parish Council payment card previously)</li> <li>• Unity Bank - Updates to Data Privacy Notice and Online Banking User Agreement (EULA) - email circulated to Councillors</li> <li>• Interest rate on MHBS account is changing to 1% from 1.1% on 08/07/25 - letter circulated to Councillors via email</li> </ul> <p><b>Payments not previously minuted:</b></p> <p><b>Receipts:</b></p> <p>09/04/2025 - HDC Precept 1st Instalment - £5,539.50</p> <p>12/06/2025 - HMRC VAT Refund for 24/25 year - £89.40</p> <p><b>Payments From List of Regular Payments:</b></p> <p>17/04/2025 - Leics Gardens, inv 25/030, for March cuts - £240.00</p> <p>30/04/2025 - Clerk Salary + HWA April 2025 - £291.42</p> <p>27/05/2025 - Leics Gardens, inv 25/054, for April cuts - £240.00</p> <p>30/05/2025 - Clerk Salary + HWA May 2025 - £291.42</p> <p>18/06/2025 - Leics Gardens, inv 25/081, for May cuts - £240.00</p> <p>30/06/2025 - Clerk Salary + HWA June 2025 - £291.42</p>

<p><b>Other:</b></p> <p>17/04/2025 - LRALC Ltd, inv 19/4723, LRALC/NALC subscription - £269.68      30/04/2025 - Bank charges - £6.00      27/05/2025 - Information Commissioner - £47.00      27/05/2025 - SLCC Membership Fee 2025/26 - £110.00      27/05/2025 - Clerk reimbursement May expenses - £45.92      27/05/2025 - Tur Langton Village Hall Room Hire 08/05/25 - £5.00      31/05/2025 - Bank charges - £6.00      24/06/2025 - Cllr Bladon reimbursement May expenses - £201.60 (noted that it was approved by Cllr Staveley (who also verifies the bank reconciliations) as no one else was available to approve it)      30/06/2025 - Bank charges - £6.00</p> <p><b>Transfer between accounts:</b>      None.</p> <p><b>7.2 To approve bank reconciliation to 30/06/25</b>      Noted that interest was due to be paid into MHBS account on 30/06/25. The Clerk was unavailable to get the building society book made up between this date and the meeting date. The book will be made up for the next meeting.</p> <p>Total Receipts to 30/06/2025 - £5,628.90 made up as follows:      Unity Trust Bank - £5,628.90      Market Harborough Building Society - £0.00</p> <p>Total Payments to 30/06/2025 - £2,291.46 made up as follows:      Unity Trust Bank - £2,291.46      Market Harborough Building Society - £0.00</p> <p>Balance at 30/06/2025 - £12,010.85 made up as follows:      Unity Trust Bank - £4,059.84      Market Harborough Building Society - £7,951.01</p> <p><b>It was resolved to approve the reconciliation.</b></p> <p><b>7.3 To approve updated List of Payments Arising on a Regular Basis</b>  <b>It was resolved to approve the updated list.</b></p> <p><b>7.4 To approve for payment</b></p> <ul style="list-style-type: none"> <li>7.4.1 Tur Langton Village Hall, room hire for meeting 08/07/25 - £5.00</li> <li>7.4.2 Clerk reimbursement for Parish Council SIM/phone number - £8.80</li> </ul> <p><b>It was resolved to approve both of these payments.</b> Noted that the Clerk phone number cost has changed as the contract was £1.25/month for first six months, then £4.40/month for next six months (as agreed in September 2024 - 96/24).</p> <p><b>7.5 To review and approve limits and usage for Unity Bank/Lloyds Corporate Multipay Card</b>  <b>Review of card details:</b>      Card: Lloyds Bank Corporate Multipay Card, offered as a payment card through Unity Trust Bank      Charge: £3.00/month      Programme Administrator: Katy Ward (Clerk)      Secondary Programme Administrator: Tessa Bladon (Chair)</p>
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	<p>Cardholder: Katy Ward    Monthly credit limit: £1,000    Single transaction limit: £500    Cash withdrawals: No    Statement produced on: 17<sup>th</sup> of each month    Payment of balance: central customer settlement - the total spend across all cards during the billing cycle is settled by a single Direct Debit from the customer's bank account    Direct Debit: has been instructed from Unity Bank</p> <p>The monthly charge for using the card was discussed. Advantages of having the card included: Clerk and Councillors not having to enter personal card details when making payments on behalf of the Parish Council, not having personal card details stored on websites for future use/auto-renewal, avoids having to wait for expenses to be reimbursed, and it makes reclaiming VAT easier and more accurate as the card is in the name of the Parish Council.</p> <p><b>To be used for:</b>    Payments agreed to be made by the Parish Council where it is not possible to pay by bank transfer or Direct Debit. General stationery/office items and expenses for the Clerk.</p> <p><b>7.6 Review of Asset Register</b>  <b>It was resolved to accept the updated Asset Register, with the addition of 'Really Useful Boxes' grey boxes added.</b> These were donated by Cllr Bladon to the Parish Council and will be used by the Clerk for storage of the Parish Council documents.</p>
8.	<p><b>69/25 - ICT - review of costs associated with switching to a generic .gov.uk domain</b>    The Clerk obtained three quotes for switching to a gov.uk domain. All of these were more expensive when compared to the average annual cost of the Council's current setup.</p> <p>The Clerk will email the Parish Council Helper Service Registrar to find out more, and what exactly is needed to make the switch.</p> <p>At present the Council uses a generic domain for the website and email addresses for the Councillors and Clerk. This does comply with Assertion 10 - Digital and data compliance, which will be on the 2025/26 AGAR form.</p>
9.	<p><b>70/25 - Planning</b>  <b>9.1 General Report and update on applications / decisions from Harborough District Council</b></p> <p><b>Approved since last meeting:</b>    25/00806/DDD   Dead dying diseased trees   Main Street Tur Langton Leicestershire</p> <p>This was works carried out to the Horse Chestnut tree on Buckey Lane.</p> <p><b>9.2 Enforcement</b>    Nothing to report.</p>
10.	<p><b>71/25 - Policies to review and adopt:</b></p> <ul style="list-style-type: none"> <li>• Health and Safety Policy</li> <li>• Lone Working Policy</li> </ul>

	<ul style="list-style-type: none"> <li>• Home Working Policy</li> <li>• Data Protection Policy</li> <li>• General Privacy Notice</li> <li>• Privacy Notice for Staff, Councillors and Role Holders</li> <li>• Consent Form</li> <li>• Subject Access Request Policy</li> <li>• Data Breach Policy</li> </ul> <p><b>It was resolved to adopt the policies with the amendments circulated and discussed at the meeting.</b></p>
11.	<p><b>72/25 - Highways</b></p> <p><b>11.1 General Report</b></p> <ul style="list-style-type: none"> <li>• Temporary Traffic Regulation Order on Cranoe Road 15/05/2025 (expected to be for two days). The proposed alternative diversion route will be via: B6047, Stanton Road and vice versa.</li> <li>• New bus timetables across Harborough from 2nd June 2025</li> <li>• FoxConnect Information Leaflet</li> </ul> <p>It was discussed that FoxConnect haven't reinstated the bus link between The Langtons and Kibworth. The Clerk will make contact with County Councillor Phil King for any updates on why this link hasn't been reinstated.</p> <p><b>11.2 Snagging List</b></p> <p>There has been a recent repair to the road gully cover. The repair hasn't been successful, so Cllr Staveley will contact Highways to discuss the situation further.</p> <p><b>11.3 Footpaths</b></p> <p>Nothing to report.</p> <p><b>11.4 Dog fouling and dog waste bins</b></p> <p>There have been no updates since the last meeting, where 10 comments had been received, 6 strongly objecting to the installation of any bins, and 4 supporting the bins, but with objections of the sites marked on the map sent out in the newsletter.</p> <p>Dog waste bins will be added to the newsletter again, so that any further comments can be made.</p> <p><b>11.5 Grass cutting update</b></p> <p>March cuts 07/03 and 27/03 - invoice received and paid</p> <p>April cuts 07/04 and 23/04 - invoice received and paid</p> <p>May cuts 06/05 and 20/05 - invoice received and paid</p> <p>June cuts have been completed - no invoice received at present</p> <p>Grass cutting spot checks will be completed during August.</p> <p>The Clerk received a report that the steep bank along Shangton Road had not been cut and that it was affecting road visibility. Leicestershire Gardens have been contacted to address this issue as a matter of urgency. Councillors discussed the situation, and how to ensure it doesn't happen again in the future.</p> <p><b>11.6 Review of damage to the steep bank on Shangton Road</b></p>

	<b>It was resolved to monitor the situation and review it again in six months.</b>
12.	<p><b>73/25 - Consultations - to agree responses to:</b></p> <p><b>12.1 LCC's Draft Rights of Way Improvement Plan (closes 14<sup>th</sup> August)</b> It was resolved for Councillors submit responses personally if they would like to respond.</p> <p><b>12.2 HDC's Open Spaces Strategy (closes 15<sup>th</sup> July)</b> It was resolved to submit no response.</p> <p><b>12.3 NALC/ACRE's Flood Resilience Survey (closes 29<sup>th</sup> August)</b> It was resolved to submit no response.</p>
13.	<p><b>74/25 - Broadband Upgrade Scheme update</b></p> <p>Wendy Sycamore from Openreach emailed to update the Parish Council on the Broadband Upgrade Scheme. They haven't yet reached their funding target and require further pledges of support for the project. They will be commencing surveying work starting in Church Langton in preparation for the build. The funding they have so far will be used to reach as many properties as possible, and take into account where demand is (properties who have pledged their support and validated their vouchers).</p> <p>Details of this project and how to pledge will be included in the next newsletter.</p>
14.	<p><b>75/25 - Trees</b></p> <p><b>14.1 Tree Warden</b> No updates.</p> <p><b>14.2 Horse Chestnut Tree on Buckey Lane update</b> Merton College replied to the email the Clerk sent, to say that they had instructed work to be completed on the tree in September 2024, as had assumed that it had been carried out. They said they would chase the contractor, and if there was no reply, they would instruct a new contractor. The work to the tree has now been completed (see Minute 70/25 for completed Planning Application).</p>
15.	<p><b>76/25 - Assets</b></p> <p><b>15.1 Health and Safety Check of Assets - Cllr Officer</b> Nothing to report.</p> <p><b>15.2 Notice Board - Cllr Bladon</b> Cleaning of the noticeboard has not been completed yet.</p> <p><b>15.3 Defibrillator - Cllr Staveley</b> Another defibrillator awareness session is being planned. Councillors will arrange a date and it will be published in the newsletter.</p>
16.	<b>77/25 - To decide whether to keep the Village Hall and land on the Assets of Community Value list</b>

	<b>It was resolved to make a submission for the Village Hall and land to remain on the Assets of Community Value list, with updated wording and site boundary plans.</b> The Clerk will complete the Community Right to Bid form and submit it to HDC.
17.	<b>78/25 - Neighbourhood Plan update</b>  No update. This will be removed from future Agendas until there is an update.
18.	<b>79/25 - To arrange the Clerk's annual appraisal</b>  Cllrs Bladon and Officer will conduct the Clerk's appraisal. The date and time will be arranged after the meeting.
19.	<b>80/25 - Community Engagement - Newsletter</b>  The next newsletter will possibly be published in November.
20.	<b>81/25 - To confirm the dates of next meetings and items for next agenda</b>  Dates for the next meetings will be: 9 <sup>th</sup> September 2025, 11 <sup>th</sup> November 2025, 13 <sup>th</sup> January 2026 and 10 <sup>th</sup> March 2026 - all starting at 7.30pm at Tur Langton Village Hall.

**Meeting closed at: 8.40pm**