



**Minutes of Parish Council Meeting held at the Village Hall Tur Langton
8th November 2022 at 7.30 p.m.**

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

Action

1.	114/22 – Apologies for Absence Cllr J. Haynes - it was resolved to approve the reason for absence	
2.	115/22 – Declarations of disclosable pecuniary interests and granting of dispensations. Cllrs Bladon, Officer and Staveley, item 15 – Village Hall. Cllr Bladon is a Trustee and Cllr Staveley is a committee member. All have dispensations to speak and vote on this item to the next election.	
3.	116/22 – To approve the minutes of the previous meeting held on 13th October 2022. It was resolved that the Minutes of the Parish Council Meeting held on 13/10/22 be approved and adopted as a true record.	
4.	117/22 – Questions from members of the public – none present	
5.	118/22 – Clerk’s Report including Year Plan and LRALC update Year Plan – noted as circulated. LRALC <ul style="list-style-type: none"> • Training update • Department for Levelling Up, Housing and Communities committee funding review consultation (ends 18/11/22) • NALC Legal Update October 2022 • Timing of Coronation and elections – position unsure until it is known whether the Bank Holiday is to be moved • LRALC Newsletter November 2022 Harborough District Council (HDC) <ul style="list-style-type: none"> • HDC Newsletter November 2022 • HDC Parish Liaison Newsletter November 2022 • HDC Annual Liaison Meeting 24/11/22 – Cllr Staveley and Clerk to attend Leicestershire County Council (LCC) <ul style="list-style-type: none"> • LCC Monthly Funding Bulletin November 2022 SLCC – Clerk Magazine November 2022	Cllr Staveley / Clerk
6.	119/22 – Reports and Updates 6.1 County Councillor – none 6.2 District Councillors District Councillor Simon Whelband: <ul style="list-style-type: none"> • Highlighted Rural Strategy and Young Peoples’ Strategy, which are key for rural parishes • Simon will be replacing Narinder Singh (MP Neil O’Brien’s Senior Parliamentary Advisor) District Councillor Phil King: <ul style="list-style-type: none"> • The Annual Parish Liaison meeting will take place on 24/11/22. • HDC are exploring a strategic partnership with Melton, which will include sharing the senior management team including the Chief Executive. There will be no change as far as the community is concerned, the two councils will remain separate, and finances will not be merged. HDC are working on a Business Case to go to council in December. • HDC are currently working on their budget for next year. 	

	<ul style="list-style-type: none"> The toilet block in Welland Park is being refurbished and will include the first “Changing Places” for disabled adults in Harborough District Venue for Comedy Festival events are being sought for February. HDC planning have agreed a nine-unit facility for people who become homeless, along with another facility there will be about a dozen units in the District. Workshops for entrepreneurs and start-ups are due to take place. <p>6.3 Police Update</p> <ul style="list-style-type: none"> Letter from Police and Crime Commissioner about appointment of new Chief Constable 	
7.	<p>120/22 – Planning</p> <p>7.1 General Report and update on applications / decisions from Harborough District Council</p> <ul style="list-style-type: none"> Harborough District Council planning consultations launched: <ul style="list-style-type: none"> Bitteswell Conservation Area Appraisal – noted Local List of Non-Designated Heritage Assets (runs to 5/12/22) – East Langton Neighbourhood Plan review – final decision statement – the revised plan has been “Made” by HDC No new planning applications to report. <p>7.2 Enforcement – nothing to report</p>	
8.	<p>121/22 – To review and adopt</p> <p>8.1 Achieving Transparency Code document – resolved to adopt with no changes</p> <p>8.2 Media Policy – it was resolved to adopt this policy with no changes</p> <p>8.3 Complaints Procedure – on the last page “Chairman” to be amended to “Chair” and the reference to “Community council to be removed. It was resolved to adopt this policy with these changes</p>	
9.	<p>122/22 – Review of Aims and Objectives – An updated version with changes to the wording of Objective 14 regarding encouraging members of the public to attend meetings was circulated. It was resolved to adopt the revised Aims and Objectives as circulated.</p>	
10.	<p>123/22 – Finance</p> <p>10.1 RFO Report including noting of payments not previously minuted</p> <ul style="list-style-type: none"> External Auditor appointment for Smaller Authorities 22-23 year to 26/27 year is Moore. (previously PKF Littlejohn LLP) <p>Payments since last meeting not previously minuted: From list 31/10/22 -Clerk Salary and HWA October 2022 - £189.28 Updated List of payments arising on a regular basis circulated</p> <p>10.2 Approval of Accounts Reconciliation to 31/10/22 Total Receipts to 31/10/22 - £15,030.56 Total Payments to 31/10/22 - £4,087.32 Closing Balance at 30/9/22 - £19,003.18 At 31/10/22: Balance Unity = £16,208.79 Balance HSBC = £0 Balance MHBS - £2,794.39 It was resolved to approve the accounts reconciliation to 31/10/22 as circulated</p> <p>10.3 To approve for payment – It was resolved to approve the following payments:</p> <p>10.3.1 Tur Langton Village Hall for room hire 8/11/22 - £5.00</p> <p>10.3.2 Clerk Reimbursement for purchase of items for Emergency Grab Bag</p> <ul style="list-style-type: none"> Sterile injury wipes - £2.71 Plasters - £1.35 Total £4.06 <p>10.3.3 Clerk Reimbursement for donation to Royal British Legion - £30.00</p>	

11	<p>124/22 – Review of Clerk’s Salary to take into account pay award from 1/4/22 The new pay scales from 1/4/22 were circulated Clerk is on Scale Point 6, which is increasing from £10.42 an hour to £11.42 an hour. It was resolved to approve the increase in Clerk’s hourly rate to £11.42 an hour. For four hours a week = 4 x £11.42 = £45.68 a week. Yearly salary is therefore £45.68 x 52 = £2,375.36. Monthly salary is £2,375.36 \ 12 = £197.95 a month. Add Homeworking Allowance of £8.67 a month gives a total of £206.62 a month (currently £189.28 a month). Pay award is backdated to 1/4/22 so arrears are due for April – October = 7 months at (£206.62 - £189.28) £17.34 a month = £121.38. It was resolved to approve the arrears of £121.38 for April to October to be paid with November salary. It was resolved to vire £165 from Grass Cutting Budget to Salaries Budget.</p> <p>Noted that from 1st April 2023 all employees covered by the National Agreement (which includes the clerk) will received a permanent increase of one day (pro-rata for part timers) to their annual leave entitlement. The Clerk’s contract will therefore need to be updated to reflect this from 1/4/23.</p>	
12	<p>125/22 – Budget and Precept for 23/24 year 12.1 To discuss first draft of budget A draft of the budget for 23/24 was circulated with covering notes along with LRALC’s November newsletter which includes vital information about setting the budget. Councillors will review this and give feedback to be fed into a second draft for consideration at the meeting in January, when the final budget and precept will be adopted. It was agreed to prioritise future recruitment and the clerk’s laptop. Now that the Village Hall is in a better financial position, they will be able to pay the annual rent to Merton College and a method of doing this is to be agreed.</p> <p>12.2 Leicestershire County Council Budget Engagement Webinar for Parish Councils 11/11/22 – Cllr Staveley will attend.</p> <p>12.3 LRALC Cost of Living / Medium Term Financial Planning Course – to agree whether to fund Clerk / Councillors to attend It was resolved to pay for Cllr Staveley to attend the session on 30/11/22 - £45.00 The Clerk is already registered to attend the training session on 9/11/22 through East Langton Parish Council. It was resolved to fund 50% of the charge for this training - £22.50</p>	<p>Cllr Staveley</p> <p>Cllr Staveley</p> <p>Clerk</p>
13	<p>126/22 – Review of Neighbourhood Plan</p> <ul style="list-style-type: none"> • 	<p>Cllr Officer</p> <p>Cllr Staveley</p>
14	<p>127/22 – Review of Community Response Plan – Review of plan, to approve final version Emergency contact details have been updated on the advice of Leicestershire and Rutland Resilience Partnership. First aid items have been purchased to replace out of date ones in the Emergency Grab Bag. Another offer of help has been received for the 4x4 Vehicle section. It was agreed to add an article in the newsletter to see if there are any First Aiders in the village who would be willing to be included and approve the final version at the next meeting once any feedback has been received.</p>	
15	<p>128/22 – Village Hall 15.1 Memorial Garden Sign – update on design and quotations Cllr Bladon reported that this is progressing. There is likely to be a cost for signwriting onto the wood. (The wood and time to make the sign are being donated).</p>	<p>Cllr Bladon</p>
16	<p>129/22 – Assets 16.1 Health and Safety Check of Assets - no problems identified following inspection. 16.2 Assessment of any work anticipated in 23/24 year – the phone box is likely to need painting. To be taken into account in 23/24 budget.</p>	

17	<p>130/22 – Highways</p> <p>17.1 General Report</p> <ul style="list-style-type: none"> • Network Rail proposed Midland Main Line electrification works – details and links circulated. <p>17.2 Members’ Highways Fund – MVAS</p> <p>At the last meeting it was agreed to consult with residents over suitable locations through the newsletter. The newsletter hasn’t been circulated yet and so it was agreed to defer this making any further decisions until the next meeting.</p> <p>17.3 Snagging List - Nothing to report</p> <p>17.4 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) - Further clarification has been received from LCC. Before the Footpath Order can come into effect the works have to be completed to a satisfactory standard. The Rights of Way Officer has been trying to contact the applicant in relation to the progress of the works but has not received a response. They will try and further this and will update the Parish Council. Until the diversion is made operative the current alignment the original routes are the legal alignments of the rights of way. 	
18	<p>131/22 – Grass Cutting</p> <p>18.1 Update and to review grass cutting over the season</p> <p>There have been nine cuts this season so far and the bank has been strimmed four times. Invoiced have been received for seven of the cuts. There have been less cuts due to the weather conditions. To be monitored to see if any more cuts are required.</p> <p>18.2 2023 season onwards – to consider quotation from Leicestershire Gardens and agree to extend contract for 2023</p> <p>A revised quotation has been received from Leicestershire Gardens, which is in line with the requirements in the Grass Cutting Specification and includes removing cuttings from site:</p> <ul style="list-style-type: none"> ○ £100 per mow ○ £20 to cut large bank once per month March – October <p>(14 cuts and 8 strims March – October = £1,560 for the season. First strim of the bank to be agreed with contractor depending on the conditions at the time)</p> <p>Noted that the Service Level Agreement with Leicestershire County Council expires at the end of the 2022 season, however written confirmation has been received that this will be renewed for the 2023 season.</p> <p>It was resolved to accept this quotation and extend the contact with Leicestershire Gardens for the 2023 season.</p>	
19	<p>132/22 – Tree Preservation Orders</p> <p>It was agreed at the last meeting to put an article in the next Newsletter to open it up to parishioners to suggest trees. As the newsletter has not yet been circulated it was agreed to defer any further discussion about this to the next meeting.</p>	
20	<p>133/22 – Website History Page</p> <p>Cllr Staveley has requested a quotation for the scanning of the archive minutes from Stor-a-file. Once the quotation is received it was agreed to delegate acceptance to the Chair and Clerk in line with Financial Regulation 4.1. Once the scanned files are received, work on the History Page can commence</p>	Cllrs Staveley / Bladon / clerk
21	<p>134/22 – Community Engagement</p> <p>The newsletter has been written and is due to be circulated as soon as possible. It was also agreed to submit copy for publication in the December edition of the Kibworth Chronicle and the next Langtons Newsletter. Cllr Molyneux will put an article together for both publications</p>	Cllrs Staveley / Molyneux
22	<p>113/22 – To approve the dates of next meetings and items for next agenda.</p> <p>Next meetings:</p> <p>17/1/23 at 7.30 p.m. (rearranged from 10/1/23)</p> <p>7/3/22 at 7.30 p.m.</p>	

Meeting was closed at 21.15 p.m.