



**Minutes of Parish Council Meeting held at the Village Hall Tur Langton  
12<sup>th</sup> March 2024 at 7.30 p.m.**

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

In attendance – Alison Gibson, Clerk

	Action	
1.	<p><b>23/24 – To Receive Apologies for Absence</b> Cllr D Molyneux - <b>it was resolved to approve the reason for absence.</b> County Councillor Kevin Feltham.</p>	
2.	<p><b>24/24 – Declarations of disclosable pecuniary interests and granting of dispensations.</b> Cllr Bladon, item 7.2.3, planning application 24/00274/PCD. Cllr Bladon, item 16.4.3, Chair's Allowance Cllrs Bladon, Officer and Staveley, item 19, Village Hall. Cllrs Bladon and Officer are Trustees for the Village Hall and Cllr Staveley is a committee member. All have dispensations to the next election.</p>	
3.	<p><b>25/24 – To approve the minutes of the previous meeting held on 9<sup>th</sup> January 2024.</b> <b>It was resolved that the Minutes of the Parish Council Meeting held on 9/1/24 be approved and adopted as a true record.</b></p>	
4.	<p><b>26/24 – Public questions and comments on items on the agenda – none present.</b></p>	
5.	<p><b>27/24 – Clerk's Report and updates including Year Plan and LRALC update.</b></p> <ul style="list-style-type: none"> <li>• <b>Year Plan</b> – noted as circulated.</li> </ul> <p><b>LRALC</b></p> <ul style="list-style-type: none"> <li>• Data Protection Breach</li> <li>• LRALC Newsletters – plea for councillors to read them.</li> <li>• NALC Publication Schedule 2024</li> <li>• LRALC Key documents and policies</li> <li>• Training Bulletins February 2024</li> <li>• NALC Legal Update February and March 2024</li> <li>• LRALC Newsletter January 2024</li> <li>• Resignation of councillors - procedure</li> <li>• Parish Council Newsletters</li> </ul> <p><b>Leicestershire County Council (LCC)</b></p> <ul style="list-style-type: none"> <li>• Recording of Parish Clerks' Operational meetings 19/1/24 and 29/2/24, links shared</li> <li>• Digital Switch over / PTSN webpage link shared.</li> <li>• Conversations with "Feature on Parish Councils", link to feature with Ross Wilmott, Parish Manager at Mountsorrel PC, SLCC Clerk of the Year 2023 – link shared.</li> <li>• Trading Standards Newsletter Winter 2024</li> <li>• LCC Parishes and Communities updates issue 11 and 12.</li> <li>• Funding Bulletins February and March 2024</li> <li>• Local Nature Strategy</li> <li>• LCC Budget</li> </ul> <p><b>Harborough District Council (HDC)</b></p> <ul style="list-style-type: none"> <li>• HDC Clerks' Operational Meeting 22/3/24 – Clerk to attend (Zoom)</li> <li>• HDC Newsletters February and March 2024</li> </ul>	

**SLCC**

- Clerk Magazine March 2024

**Flooding** – information about flooding, Flood Wardens, Community Response Plans and the availability of Sandbags circulated. It was agreed to put more information about Flood Wardens in the next newsletter and explore alternatives to sandbags. Flooding to be an item on next agenda.

**Websites / Emails / Domains**

- Gov.uk domain names – advice that every parish and town council should have a pc.gov.uk domain name.
- NALC Briefing on council email addresses and password security.
- Clerk's email with 2Commune – as of 1/2/24 2Commune is now under the management and ownership of Cuttlefish Multimedia Ltd. Link circulated. Existing 2Commune contract is still valid and any domains and emails are continuing to be serviced until the renewal date (current contract for clerk's email address runs to 18/5/25). Prior to renewal date the council will be asked to sign the Cuttlefish Terms and Conditions to continue with the provision. Link to reviewing services and terms and conditions circulated.

6.

**27/24 – Reports and Updates****6.1 County Councillor - Cllr Kevin Feltham****New consultation on proposed options for Waste sites**

People can have their say on new plans to scale back proposed waste site savings, including proposals to keep locations at Shepshed and Market Harborough open.

Residents are being asked for their views on using an extra £100k of funds to change the original proposals after the council listened to feedback from residents during a previous consultation.

The revised proposals include:

- Keeping Market Harborough waste site open three days a week
- Kibworth waste site to open four days a week, instead of five days.
- Keeping Shepshed waste site open two days a week

These plans would ensure there was a seven-day opening between Market Harborough and Kibworth sites. To keep both sites, open part-time, the council will need to reduce the opening of Kibworth by a day. The new consultation is open until Wednesday 20 March. (see agenda item 11)

**New money for transport improvements out of HS2 cancellation**

Leicestershire is set to receive £238.1m to upgrade roads and public transport. The money has been reallocated from funding that would have been used for the HS2 network. These funds are to be spent from April 2025 over next 7 years – so council are now working on details of the projects they can use to spend the money e.g. completion of Melton Mowbray Distributor Road, potholes etc.

**6.2 District Councillors – none****6.3 Police Update**

- Neighbourhood Watch News February and March 2024.
- Information about Neighbourhood Watch Schemes – it was agreed to feature Neighbourhood Watch in the next Newsletter to see if a volunteer can be found.
- Market Harborough North Newsletters January and February 2024
- Update from Parish Council evening at Leicestershire Police HQ 19/2/24 and information about District Level surgeries, the next one in Harborough is on 14/3/24.
- Harborough District Council Community Safety Partnership new dedicated Community Safety Partnership Vehicle.

**7. 28/24 – Planning**

**7.1 General Report and update on applications / decisions from HDC**

Decisions from HDC since last meeting:

- 24/00067/TCA, Works to trees - The Brambles Shangton Road Tur Langton – permitted.
- 23/01807/FUL, Erection of a timber clad single storey side and rear extension, erection of first floor rear extension, alterations to existing pitched roof porch and alterations to fenestration, Jays Cottage, Main Street Tur Langton – permitted.
- 23/01789/FUL, External treatment of existing property including painting existing brickwork, re-roofing, replacement porch, replacement windows and doors and balcony - Cranborne Lodge, Main Street, Tur Langton – Permitted
- 24/00090/TCA, Works to tree - Rose Cottage, Shangton Road, Tur Langton - Permitted
- 24/00098/TCA, Works to trees - Rose Cottage Shangton Road Tur Langton, permitted.

**7.2 To agree responses to the following applications:**

**7.2.1 24/00216/OUT – outline application for the erection of a custom built / self-build dwelling (access only to be considered), South View Farm, Main Street, Tur Langton.**

It was resolved to respond “No Objection”.

**7.2.2 24/00219/FUL – change of use of land from agricultural use to residential garden use, (retrospective) Stone Hill Grange, Great Stone Hill, Shangton Road, Tur Langton.**

It was resolved to respond as follows:

Tur Langton Parish Council has no objections, however notes that the land is outside of the limits to development in the Neighbourhood Plan and so any future extension of property should not be permitted to extend into this area. The Parish Council requests that this should be a condition should planning permission be permitted.

Cllr Bladon left the room and Cllr Staveley took the chair.

**7.2.3 – 24/00274/PCD – discharge of conditions 8 (Construction and Traffic Management Plan), 10 (Archaeological Report) and 12 (Levels) of 23/00920/VAC, Land east of Shangton Road, Tur Langton.**

It was resolved to respond as follows:

Tur Langton Parish Council has no comments on Conditions 10 and 12.

For Condition 8 - Construction and Traffic Management Plan, the council would like to see a plan to show how the highways concerns over the lack of visual splays prior to road realignment will be addressed. In particular, an assurance that vehicles will not reverse onto the main road and more detail on how HGV deliveries will be managed safely entering and exiting the site.

Cllr Bladon returned to the room and resumed the chair.

**7.3 Enforcement – nothing to report.**

8.	<p><b>29/24 – Review of Neighbourhood Plan</b></p> <p>It was agreed to ask Matthew Bills (HDC) to attend a short informal meeting with councillors to discuss how to move forward with the Neighbourhood Plan, or if he would prefer, to attend the July Parish Council meeting. It was also agreed to ask him about the meeting HDC advised they are planning to discuss how Neighbourhood Plans will feature in the preparation of the next Local Plan and the implications of the revised National Planning Policy Framework.</p>	Clerk
9.	<p><b>30/24 – To consider what the council can do to conserve and enhance biodiversity in the area.</b></p> <p>It was agreed to:</p> <ul style="list-style-type: none"> <li>• Consider “no mow May” again this year for the cutting of the verges.</li> <li>• Consider biodiversity in relation to the Village Hall Garden</li> <li>• Encourage residents to consider biodiversity in their own gardens by including information in Newsletters.</li> </ul>	
10.	<p><b>31/24 – To review and adopt:</b></p> <p><b>10.1 Expenses Policy</b> It was resolved to adopt with no changes.</p> <p><b>10.2 Risk Assessment</b> It was resolved to include a section on the Speed Indicator Signs and adopt with no other changes.</p> <p><b>10.3 Communications Policy</b> It was resolved to adopt with no changes.</p> <p><b>10.4 Review of Aims and Objectives</b> Councillors reviewed an updated version. It was resolved to adopt the updated version as circulated.</p> <p><b>10.5 To agree whether to update Business Plan</b> It was agreed not to update the Business Plan and to remove from list of policies and website.</p>	
11.	<p><b>32/24 – Consultation - to agree response to consultation on updated proposals for Waste Sites.</b></p> <p>A response was agreed and will be submitted by the clerk.</p>	Clerk
12.	<p><b>33/24 – Staffing</b></p> <p><b>12.1 To agree Terms of Reference for Recruitment Panel</b> It was resolved to adopt as circulated.</p> <p><b>12.2 Update on plan for recruitment of new clerk.</b> Draft documents were presented for discussion. It was agreed to aim for the job advert to be included in the April edition of the Kibworth Chronicle.</p> <p><b>It was resolved to employ the new clerk for five hours a week, under the National Joint Council for Local Government Services National Agreement (or “Green Book”) terms at SCP 6 salary scale. (The same as the current clerk).</b></p>	
13.	<p><b>34/23 – Highways</b></p> <p><b>13.1 General Report</b> Vehicle Activated signs – Confirmation still awaited from LCC that the information for Western Power to notify them of the change of ownership of the two unmetered supplies from LCC to TLPC has been forwarded to Western Power, follow up email sent to request confirmation.</p>	

	<p><b>13.2 Speedwatch</b> The council has had to withdraw from the scheme this year as the volunteer co-ordinator has withdrawn. The Community Speedwatch Team will advise us when we can apply for next year's scheme. It was agreed to keep on the agenda and seek a volunteer for next year.</p> <p><b>13.3 Monitoring of data from speed signs</b> Councillors reviewed the data downloaded so far by Cllr Staveley. It was agreed that Cllrs Bladon and Staveley will discuss how to present the information in a way that makes sense include information about the data in the Newsletter. It was also agreed to share the information with the police and use it to establish the most effective times for them to monitor.</p> <p><b>13.4 Snagging List</b> Nothing to report.</p> <p><b>13.5 Footpaths</b> Following the last meeting Cllr Staveley reported concerns about a CCTV Camera that had been set up near the junction of footpaths B11 and B14. This was taken down and then put up again, Cllr Staveley will report to LCC Council that the camera is now up again.</p> <p><b>13.6 Grass cutting update.</b> Leicestershire Gardens have sent confirmation of their £10 million Public Liability Insurance which has been forwarded to LCC.</p> <p>LCC have confirmed that they propose to start their grass cutting programme after the Easter Bank Holiday with the option to delay depending on the weather, however our Parish Council may choose to start cutting earlier. They will send us a Purchase Order at the beginning of the financial year.</p>	<p>Cllrs Bladon / Staveley</p> <p>Cllr Staveley</p>
14	<p><b>35/24 – Trees</b></p> <p><b>14.1 Tree Warden</b> – information from LCC about a national project, led by the Tree Council, called “Life on the Edge” was circulated. The purpose of the project is to educate people about the value of hedges and hedge management. This information has already been sent to Tree Wardens. It was agreed to include this information in the Newsletter.</p> <p><b>14.2 List of important trees</b> – no update. Cllr Officer reported that he will start to go round the parish and look at trees with the Tree Warden before the next meeting. It was agreed to cross reference with the list provided by Merton College.</p>	<p>Cllr Officer / Tree Warden</p>
15	<p><b>36/24 – Insurance</b></p> <p><b>15.1 Review of Fidelity Guarantee Insurance</b> The renewal sum insured is £25,000, excess £100 each and every loss, all members and employees are covered. <b>It was resolved that this cover is adequate.</b></p> <p><b>15.2 Review of insurance cover and to agree renewal with Zurich Insurance for period 10/4/24 to 9/4/25 - £336.56.</b></p> <p><b>Councillors reviewed the cover in the renewal insurance document and agreed that it is adequate. It was resolved to renew the insurance with Zurich Insurance for the period 10/4/24 to 9/4/25 at £336.56.</b></p>	

16. **37/24 – Finance****16.1 RFO Report including noting of payments and receipts not previously minuted**

Payments since last meeting not previously minuted:

From List of Payments Arising on a regular basis:

24/1/24 – Leicestershire Gardens for cuts and strims 12/10/23 and 20/12/23, inv 23/228 - £240.00.

31/1/24 – Clerk salary and homeworking allowance January 2024 - £277.77

29/2/24 – Clerk salary and homeworking allowance February 2024 - £277.77

Direct Debit:

21/2/24 - PWLB loan repayment - £1,671.87

Other:

31/12/24 – Account Fee - £18.00

24/1/24 – HDC Election invoice 517, £210.00

7/2/24 – Community Heartbeat Trust for defibrillator maintenance - £151.20 (authorised meeting 9/1/24 pending receipt of invoice)

- NALC new banking webpage – link shared
- Reclaiming VAT on purchases by LA employees
- NALC communication - Section 137 limit for 2024-25 - The Department for Levelling Up, Housing and Communities has notified the National Association of Local Councils (NALC) that the appropriate sum for section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for local (parish and town) councils in England for 2024/25 is £10.81.
- Procurement threshold changes from 1<sup>st</sup> January 2024 – information supplied by the Parkinson Partnership – link circulated.

**16.2 To approve bank reconciliation to 29/2/24**

Total receipts to 29/2/24 - £10,651.04, made up as follows:

Unity Bank - £10,604.55

Market Harborough Building Society - £46.49

Total Payments to 29/2/24 - £18,433.91, made up as follows:

Unity Trust Bank £18,433.91

Market Harborough Building Society - £0

Balance at 29/2/24 - £7,370.76, made up as follows:

Unity Trust Bank - £3,529.88

Market Harborough Building Society - £3,840.88

**It was resolved to approve the bank reconciliation to 29/2/24 as circulated.**

**16.3 To accept updated list of payments arising on a regular basis for 23/24 year**

**It was resolved to accept the list as circulated.**

**16.4 To approve for payment**

**It was resolved to approve the following payments:**

**16.4.1 Tur Langton Village Hall, room hire for meeting 12/3/24 - £5.00.**

**16.4.2 Clerk reimbursement for purchase of printer ink and paper - £19.90**

Cllrs

	<p>Cllr Bladon left the meeting and Cllr Staveley took the chair.</p> <p><b>16.4.3 Chair's Allowance</b></p> <p><b>It was resolved to approve £30.00 as budgeted.</b> (Local Government Act 1972 ss15(5) and 34(5))</p> <p>Cllr Bladon returned to the meeting and resumed the chair.</p>	
17.	<p><b>38/24 – Assets</b></p> <p><b>17.1 Health and Safety Check of Assets</b> - no problems identified following inspection apart from notice board (17.2 below).</p> <p><b>17.2 Notice Board</b> – Cllr Bladon reported she is still trying to get a quotation for the treatment of mould and hopes to have received it in time for the next meeting.</p> <p><b>17.3 Review of Asset Register to add Speed Signs and write off old laptop.</b> A revised Asset Register was circulated. <b>It was resolved to adopt the revised Asset Register as circulated.</b></p>	Cllr Bladon
18.	<p><b>39/24 – Village Hall</b></p> <p>Noted that the village hall insurance document has been shared with the Parish Council.</p> <p><b>18.1 Payment of rent to Merton College.</b> The invoice has been received and paid by the Village Hall Committee.</p> <p><b>18.2 To agree spending for Memorial Garden from reserves</b> There is £392.37 left in the reserve. <b>It was resolved to delegate spending of these funds up to the limit in the reserve (not including VAT) to Cllr Bladon on plants and garden ornaments for the Memorial Garden. Any surplus to be taken from “Village Improvements” budget up to a limit of £10 (not including VAT).</b></p>	Cllr Bladon
19.	<p><b>40/24 – Website History Page</b></p> <p>Some material has now been added to this page and it is being developed. The next priorities include old photographs and old minutes.</p>	Cllr Officer
20.	<p><b>21/24 – Community Engagement – Newsletter</b></p> <p>It was agreed to aim to get the next newsletter out before Easter.</p>	Cllr Staveley
21.	<p><b>22/24 – To confirm the date of next meetings and items for next agenda.</b> 14/5/24, Annual Parish Meeting at 7.00 p.m. / Annual Parish Council Meeting at 7.30 p.m. Future meeting dates to be agreed at the Annual Parish Council Meeting.</p>	

Meeting was closed at 21.34 p.m.