



**Minutes of Parish Council Meeting (Virtual meeting Zoom)
12th January 2021 at 7.30 p.m.**

Present: Cllr T Bladon, Cllr J Haynes, Cllr P Officer, Cllr C Staveley

In attendance – Alison Gibson, Clerk

Action

1.	1/21 – Apologies for Absence – District Councillor Simon Whelband	
2.	2/21 – Declarations of disclosable pecuniary interests and granting of dispensations. Cllrs Bladon, Haynes, Officer and Staveley, item 12 – Village Hall. Cllrs Bladon and Haynes are Trustees and Cllrs Officer and Staveley are committee members. All have dispensations to speak and vote on this item to the next election.	
3.	3/21 – To approve the minutes of the previous meeting held on 10th November 2020. It was resolved that the Minutes of the Parish Council Meeting held on 10/11/20 be approved and adopted as a true record. Cllr Bladon will sign, scan and send to the clerk.	
4.	4/21 – Questions from members of the public – none present	
5.	<p>5/21 – Clerk’s Report including Year Plan and LRALC update</p> <p>Year Plan – noted as circulated.</p> <p>LRALC</p> <ul style="list-style-type: none"> • January training dates circulated. <p>Harborough District Council (HDC)</p> <ul style="list-style-type: none"> • Norman Proudfoot has been appointed as HDC Chief Executive • Environmental Crime Team – officers are patrolling hotspot areas highlighted by Parish Councils and residents for dog fouling issues, contact for reporting circulated. Details of fly tipping and litter penalties and contact for reporting issues circulated. • HDC December News – link and content details circulated. • Helping young people to access remote education, details and link circulated. • Leicestershire and Rutland Safeguarding Children Partnership – link circulated. • Covid-9 Resource Centre – posters circulated. • HDC grant funding for Village Halls and Community Groups – link circulated. <p>Leicestershire County Council (LCC)</p> <ul style="list-style-type: none"> • Monthly funding bulletins December 2021 and January 2021 – link and details circulated. • Shire Environment Grant – details circulated. <p>SLCC - Clerk Magazine January 2021 - details circulated.</p> <p>Rural Community Council - Impact Magazine December 2020 circulated.</p> <p>Leicestershire Footpaths Association - letter circulated.</p> <p>Census 2021 – Handbook and poster circulated</p>	

6.	<p>6/21 – Reports and updates from</p> <p>6.1 County Councillor - none</p> <p>6.2 District Councillors – none</p> <p>6.3 Police</p> <ul style="list-style-type: none"> • Harborough Police Newsletters December 2020 and January 2021 circulated • Community Safety Partnership Newsletter November 2020 circulated. • Crime reduction advice / burglary related leaflet and poster circulated. • Scam Alerts from Trading Standards about Green Homes Grant and Covid-19 vaccines circulated. 	
7.	<p>7/21 – Planning and Enforcement</p> <p>7.1 General Report and update on applications / decisions from HDC Applications / Decisions from HDC</p> <ul style="list-style-type: none"> • 20/01703/TCA - Works to trees (fell) - Tur Langton Village Hall Main Street Tur Langton Leicestershire LE8 0PJ – to note permitted. • 20/01761/DDD. Dangerous ash tree - Cranbourne Lodge Main Street Tur Langton Leicestershire LE8 0PJ – to note permitted. • Deadline for comments too early for agenda - 20/01965/TCA Works to trees (fell) - Land North Of Smiths Cottage Shangton Road Tur Langton Leicestershire – Pending Consideration • Received too late to go on agenda - 21/00004/TCA , Works to trees - Jasmine Cottage Shangton Road Tur Langton Leicestershire LE8 0PN, Pending Consideration <p>7.2 To agree response to the following applications:</p> <p>7.2.1 20/02047/FUL – erection of a single storey extension to coach house to form garden gym, Langton House, Main Street, Tut Langton</p> <p>Resolved – no comment.</p> <p>7.2.2 20/02048/LBC – erection of a single storey extension to coach house to form garden gym including the formation of a doorway from the coach house lobby, Langton House, Main Street, Tur Langton</p> <p>Resolved – no comment.</p> <p>7.3 Enforcement The following enforcement cases at HDC were noted with updates from HDC Enforcement Officers where appropriate:</p> <ul style="list-style-type: none"> • “20/00237/COMS – change of use of agricultural building notified under 18/00746/PDN, not exactly in accordance. New unauthorised development residential curtilage extended and marked out incorrectly. Use of other buildings on site. Land north of Trafford House, The Orchard and the Cottage, Kibworth Road, Tur Langton” – Alleged breach of planning for part Q COU. HDC update - case is due to be reviewed at the end of January by HDC Enforcement Officer, may be delayed due to Covid-19. • “20/00091/COUS – alleged change of use of agricultural land into open storage use and for sheds, compounds etc, The Manor, Main Street, Tur Langton”. HDC update – a retrospective planning application has been submitted but remains invalid. Case to be reviewed in a few weeks and if it appears the application can’t be validated the matter may revert back to Planning Enforcement and further action considered. 	

	<ul style="list-style-type: none"> • “20/0044/COUS – change of use of one of the units as a dog grooming business, Manor Farm, Tur Langton”. HDC update – the owners of The Manor have been asked to submit an application for a change of use of this unit. • “20/00489/ADVS – sign / advert for Manor Farm erected in a field near to Tur Langton” – new case, no update. 	
8.	<p>8/21 – Consultations – to agree responses to:</p> <p>8.1 Harborough District Council Planning Obligations Supplementary Planning Document Consultation – noted, no comments.</p> <p>8.2 Harborough District Council Development Management Supplementary Planning Document Consultation - noted, no comments.</p> <p>8.3 Harborough District Council Development Management Local Validation List Consultation - noted, no comments.</p> <p>8.4 Leicestershire County Council Budget Consultation 2021-25 - noted, no comments.</p>	
9.	<p>9/21 – Defibrillator</p> <p>9.1 To ratify decision to purchase replacement heater for defibrillator cabinet and to pay electrician to fit.</p> <p>The heater in the cabinet was found not to be working and Cllr Staveley reported it to Community Heartbeat Trust on 23/11/20. Replacement heater ordered and received (see agenda item 10.5.1 below for payment of invoice). Welland Valley Electrical Services fitted the heater and invoice of £60.00 has been paid. Authorised by Chair and Clerk, Financial Regulations 4.1 and 4.5 refer.</p> <p>It was resolved to ratify the decision to order the heater, engage and pay the electrician.</p> <p>9.2 Replacement battery, main electrode / pad and spare electrode / pad</p> <p>Main Electrode and pad expired 31/12/20 and the spare electrode and pad are due to expire 31/1/21. These are covered by the Support Plan and so there is no charge. Cllr Staveley has ordered and received replacements and they have been replaced.</p> <p>The defibrillator batteries are due to be replaced 31/1/21 and Cllr Staveley will order these. They are also covered und the Support Plan.</p>	Cllr Staveley
10	<p>10/21 – Finance</p> <p>10.1 RFO Report including update on payments not previously minuted:</p> <p>Receipts since last meeting 16/12/20 – HMRC VAT refund - £584.87</p> <p>Payments since last meeting From list 29/11/20 – Clerk Salary arrears - £33.95 (authorised meeting 10/11/20) 30/11/20 – Clerk Salary and Homeworking Allowance November 2020 - £186.16 14/12/20 – Leicestershire Gardens £180, invoice 20/227 cuts 9/11/20 and 1/12/20 31/12/20 – Clerk’s Salary and Homeworking Allowance December 2020 - £186.16</p> <p>Other payments: Welland Valley Electrical Services for fitting heater in Defibrillator Cabinet - £60.00 (9.1 above)</p>	

10.2 To approve bank reconciliation to 5/1/21

- Payments to 5/1/21 - £11,960.47
- Receipts to 5/1/21 – £13,726.85
- Balance at 5/1/21- £13,083.46

It was resolved to approve bank reconciliation as circulated.

10.3 Review of Expenditure against budget

Due to the purchase of the defibrillator heater and paying the electrician (item 9 above) the budget for the Defibrillator will be £167.95 in debit.

It was resolved to make the following virements to the Defibrillator budget heading:

£100 from Training budget

£50 from Section 137 budget

£20 from grass cutting budget

10.4 To agree amendments to list of payments arising on a regular basis.

The clerk circulated an amended list to reflect the changes to the clerk's salary agreed at meeting 10/11/20.

It was resolved to approve the changes to the list as circulated.

10.5 To approve for payment:

10.5.1 Community Heartbeat Trust – replacement heater for Rotaid Defibrillator Cabinet - £100 + £7.95 delivery + VAT £21.59 = £129.54.

Resolved approved.

10.5.2 Community Heartbeat Trust – Annual Support Cost for defibrillator - £126 + £25.20 VAT = £151.20

Resolved approved.

10.5.3 Namecheap email domain renewal - \$24.78

Clerk has paid this to avoid break in payment (Financial Regulations 4.1 and 4.5) and will claim back on expenses once the exact amount is reflected on her statement due to exchange rate.

It was resolved to approve this payment.

10.5.4 To agree whether to contribute to a shared copy of Charles Arnold Baker with East Langton Parish Council.

It was resolved to make a contribution of £71.45 towards a shared copy of the new edition of Charles Arnold Baker.

The clerk has already purchased this to take advantage of a time limited discount and so will claim back as expenses.

10.6 HSBC Account / Changing Accounts

No update, it is still very difficult to contact the bank by phone

11	<p>11/21 – Budget</p> <p>11.1 To agree budget and precept for fiscal year 21/22</p> <p>Councillors reviewed the draft budget, associated notes and HDC Tax Base Calculator. It was agreed to increase the budget for IT Equipment and Domain by £100 to £500 to take into account the possibility of needing to replace the laptop.</p> <p>It was resolved to adopt a budget of £10,401.74 and a precept of £9,583.00. This is a 4.2% increase on the precept from 20/21 year, 7.8% increase in Council Tax for a Band D property from £81.47 to £87.84.</p> <p>11.2 To approve revised Reserves Policy</p> <p>A draft copy of the revised policy had been circulated to councillors. The figures in Appendix 1 “General Reserve” to be amended to account for increase in precept by £100 for the IT Equipment and Domain category.</p> <p>It was resolved to approve the revised Reserves Policy as circulated with the change to figures in Section 6 as outlined above</p>	
12	<p>12/21 – Village Hall</p> <p>12.1 General Update</p> <ul style="list-style-type: none"> • The renovation work is close to completion. Before the hall can open PAT testing etc needs to take place and preparations made for Covid-19 requirements. • The Asset of Community Value listing has been renewed and expires 22/6/2025. • A copy of the new Constitution has been received from the Village Hall Committee. <p>12.2 Finance Monitoring of Loan</p> <ul style="list-style-type: none"> • Door grant from HDC – end of grant form has been submitted and accepted by HDC. Details of the door, acknowledging the loan and including logo / picture of the door and plaque need to be included in a Newsletter article and on the website in due course. • VAT refund of £579.20 has been received. • There is £260.48 left in the loan account. The Village Hall Advisory Committee will explore quotes for a cooker to consider at the next meeting. <p>12.3 Payment to J.E.D. Design Ltd - No update</p>	
13	<p>13/21 – Assets</p> <p>13.1 Health and Safety Check of Assets No problems identified following inspection.</p> <p>13.2 Maintenance of Noticeboard Cllr Bladon reported that she is waiting for the weather to improve before doing this work.</p> <p>13.3 Seat by Village Hall – Cllr Officer is in the process of repairing with resin wood filler as agreed at last meeting.</p> <p>13.4 Seat by Notice Board, memorial plaque Cllr Bladon is in contact with the family with a view to putting an article and photograph in the next newsletter</p>	<p>Cllr Bladon</p> <p>Cllr Officer</p>

14	<p>14/21 – Highways</p> <p>14.1 General Report</p> <ul style="list-style-type: none"> Noted that list of planned roadworks is updated weekly on the Parish Councils and Communities website – link circulated <p>14.2 Snagging list</p> <ul style="list-style-type: none"> Hedge behind road sign on Cranoe Road to be monitored, this is not a problem at present. 30 mph sign fallen off coming from Market Harborough on B6047 on righthand side and crooked sign on other side of road – details of location confirmed to clerk who will report to LCC. Pothole on Cranoe Road reported to LCC by chair of East Langton PC and it is noted that it has been marked with a road cone. Thanks to Cllr Folwell (ELPC) <p>14.3 Dog Fouling This is still an issue. Cllr Haynes will continue to monitor and put together information to report to HDC Environment Team.</p> <p>14.4 Pavement Parking – this is still a problem. Poster to be put in newsletter.</p> <p>14.5 Footpaths</p> <ul style="list-style-type: none"> Problems on footpath B11 going towards The Mere were reported to the Parish Council by a member of the public: slightly altered to allow for residential occupation of what was formerly an agricultural building making it difficult to walk on path because slippery, narrow and on a slope / parts of path non-existent due to field being ploughed. Reported to LCC and noted that some of this has now been resolved. Clerk has requested an update from LCC. 	<p>clerk</p> <p>Cllr Haynes</p>
15	<p>15/21 – Review of Grass Cutting Specification</p> <p>Draft Specification and map circulated to show new regime for strimming the steep bank on Shangton Road. It was agreed to amend the draft slightly to make the first strim after 1st April to give the bulbs a chance to die down. The map was adjusted to include the area in front of the Village Hall which is to be cut once tree work completed.</p> <p>It was resolved to approve the Specification and map with these alterations.</p>	
16	<p>16/21 – Appointment of Hanbury Charity Trustee</p> <p>It was resolved to appoint Councillor Officer as Hanbury Trustee</p>	Cllr Officer
17	<p>17/21 – Community Engagement</p> <ul style="list-style-type: none"> Newsletter – to be done for the end of March Requirement to co-opt a new councillor – to be included in next Newsletter. There is already a notice on the noticeboard 	
18	<p>18/21 – To approve the dates of next meetings and items for next agenda</p> <p>Next meetings: 9/3/2021 Full Parish Council meeting 11/5/2021 Annual Parish Council meeting</p>	

Meeting was closed at 20.58 p.m.