



**Minutes of the Parish Council Meeting held at St Andrew's Church, Tur Langton  
17<sup>th</sup> September 2019 at 7.30 p.m.**

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

District Councillor Phil King

		Action
1.	<b>106/19 – Apologies for Absence</b> – County Councillor Kevin Feltham, District Councillor Simon Whelband. Cllr J Haynes from item 4 (prior commitment). <b>It was resolved to accept the reason for absence</b>	
2.	<b>107/19 – Declarations of disclosable pecuniary interests and granting of dispensations</b> Cllrs Bladon, Officer and Staveley, item 10 – Village Hall. Cllr Bladon is a Trustee and Cllrs Officer and Staveley are committee members. All have dispensations to speak and vote on this item to the next election.	
3.	<b>108/19 – To approve the minutes of the previous meeting held on 6<sup>th</sup> September 2019</b> <b>Resolved that the Minutes of the Parish Council Meeting held on 6/9/19 be approved and adopted as a true record.</b>	
4.	<b>109/19 – Co-option of Councillor and signing of Declaration of Acceptance of Office.</b> <b>It was resolved to co-opt Jannine Haynes to the council.</b> <b>As Cllr Haynes was not present for the meeting it was resolved that she will sign the Declaration of Acceptance of Office before the next meeting in the presence of Cllr Bladon</b> Cllr Officer to set Cllr Haynes up with an email address and arrange her access to the private area of the website	Cllr Officer
5.	<b>110/19 – Questions from members of the public</b> – none present	
6.	<b>111/19 – Clerk's Report including Year Plan and LRALC update</b> <ul style="list-style-type: none"> <li>• <b>Year Plan</b> – noted as circulated</li> <li>• <b>LRALC Update</b> <ul style="list-style-type: none"> <li>○ NALC Legal Update August 2019 – Quorum / Carer's Allowance / Vehicular Activated Signs – powers do not cover purchase of such signs by Parish Councils / Legal Topic Note 22 to be updated, Disciplinary and Grievance procedures redrafted in light of Ledbury Decision</li> </ul> </li> <li>• <b>Harborough District Council</b> <ul style="list-style-type: none"> <li>○ Clerk and Chair met with Nada Hankin (Parish Council liaison officer) on 7/9/19, main discussion focussed around speeding and accidents on B6047</li> <li>○ Dog Control Public Space Protection Order online consultation runs to 21/10/19, information circulated and noted.</li> <li>○ Built Sports Facilities Strategy final draft consultation, runs to 28/10/19, information circulated and noted</li> </ul> </li> <li>• <b>Leicestershire County Council</b> <ul style="list-style-type: none"> <li>○ Monthly funding updates August and September circulated</li> <li>○ LCC Clerk Liaison Meeting 11/9/19 – clerk attended, slides awaited, clerk's notes circulated. Points include: <ul style="list-style-type: none"> <li>▪ Brexit</li> <li>▪ Street furniture, licences. LCC will be reviewing list of street furniture assets held by each Parish Council</li> </ul> </li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>▪ Trees and bulbs in highway</li> <li>▪ Wildflower verges</li> <li>▪ Climate Change Emergency</li> </ul> <ul style="list-style-type: none"> <li>• <b>National Highways and Transport (NHT) Public Satisfaction Survey Parish Consultation</b> – runs to 31/10/19, information circulated and noted.</li> <li>• <b>SLCC Clerk Magazine September 2019</b> - information circulated</li> <li>• <b>Rural Community Council</b> <ul style="list-style-type: none"> <li>○ Impact Magazine Summer 2019</li> <li>○ Work Live Leicestershire poster for noticeboards</li> </ul> </li> <li>• <b>East Midlands Airport Future Airspace Programme</b> – information circulated and noted</li> </ul>	
7.	<p><b>112/19 – Reports and Updates from:</b></p> <p><b>7.1 District Councillors</b> – Cllr Phil King gave the following report:</p> <ul style="list-style-type: none"> <li>• <b>Reminder to the HDC Annual Liaison Meeting 6/11/19 at Leicester Grammar School</b></li> <li>• <b>Dog Control Public Space Protection Order online consultation</b> – the current order has lapsed and so the HDC byelaws are not currently enforceable. Once the consultation is completed it is hoped to be able to implement the order again, possibly around November time</li> <li>• <b>Environmental Crime Enforcement Officer</b> – HDC have engaged someone into this new role to cover flytipping, litter, dog fouling</li> <li>• <b>East Midlands Airport Future Airspace Programme</b> – It is proposed to increase the number of night flights and change the flight paths and so it is likely there will be more planes coming over</li> <li>• <b>Built Sports Facilities Strategy final draft consultation</b> – Appendix D relates to Village Halls and Community Facilities</li> <li>• <b>Neighbourhood Plans</b> – now that the Local Plan has been adopted by HDC parishes with a Neighbourhood Plan should soon receive a communication from Harborough District Council requesting the Neighbourhood Plan is reviewed. It would be a light touch review. There is funding available to pay for the review. Recommend speaking to Matt Bills (HDC) and Gary Kirk (Yourlocale)</li> <li>• <b>Community Governance Review</b> – HDC are due to consider this next Monday (23/9/19). They have not done a review since 2012. It is expected that a consultation will then take place with Parishes. Opportunity to join with other parishes. The review should take around 12 months and any boundary changes would take effect from the next election</li> <li>• <b>HDC is looking at developing a rural strategy</b></li> <li>• <b>HDC has an ongoing campaign re plastics pledge</b></li> </ul> <p><b>7.2 County Councillor Kevin Feltham</b> – Awaiting end of public consultation on funding options. A report went to cabinet on Climate Emergency on 13/9/19 with a review of environmental strategy and action plan and ongoing work the council needs to do to become carbon neutral by 2030.</p> <p><b>7.3 Police</b></p> <ul style="list-style-type: none"> <li>• Leicestershire Police August and September Newsletters circulated</li> <li>• HDC Community Safety Partnership August Newsletter circulated</li> <li>• Police website shows one crime reported in Langtons in July in Thorpe Langton, antisocial behaviour</li> <li>• Councillors also reported a spate of car crime in the village involving cloning of keys including a car being stolen in the village the previous night.</li> </ul>	
8.	<p><b>113/19 – To Review and Adopt</b></p> <p><b>8.1 Equality, Diversity and Equal Opportunities Policy</b> – resolved to adopt as circulated with no changes</p> <p><b>8.2 Sickness, Absence and Annual Leave Policy</b> – resolved to adopt as circulated with no changes</p> <p><b>8.3 Recruitment Policy</b> – resolved to adopt as circulated with no changes</p> <p><b>8.4 Asset Register updated to add fencing</b> – resolved to adopt as circulated</p>	

	<b>8.5 Financial Regulations updated in line with new NALC guidance – resolved to adopt as circulated.</b>	
9.	<b>114/19 – Review of Emergency Plan</b> – it was reported that the process of review is not completed yet	
10	<p><b>115/19 – Village Hall</b></p> <p><b>10.1 Update on roofing work</b> – it was reported that the skip and fencing have been ordered and received as agreed at meeting 6/9/19. Work on the roof commenced today. RAMS has been received and is satisfactory. Cllr King suggested that when the work is complete to invite the chair of HDC to the opening ceremony.</p> <p><b>10.2 To award contract for joinery package</b> The following quotations or estimates have been received:</p> <ul style="list-style-type: none"> <li>• BRM - £7,731.00 + VAT</li> <li>• Burtons Builders - estimate £3,750.00, No VAT (wall panels for windows only, boarding to clad stud wall to be supplied by Parish Council)</li> <li>• RGT Joinery - £1,040.00 (wall panels for windows and door infills not including materials)</li> </ul> <p>The Advisory Committee recommendation is Burton Builders as they are local and have good experience of this type of work. The quote includes materials and insulation and also for the infilling of the front door opening. Burtons Builders have also submitted a competitive quotation for the windows and so the package can be combined to get weathertight quickly.</p> <p><b>It was resolved to award the contract for joinery to Burtons Builders subject to the approval of Merton College (via Tim Bale who is temporarily out of contact due to a family bereavement) and evidence of satisfactory insurance.</b></p> <p>The Risk Assessment and Method Statement (RAMS) will be submitted and reviewed prior to the contractor commencing the work.</p> <p>This service is to be gifted to the Village Hall Committee (Section 19(3) of the Government Act (Miscellaneous Provisions) Act 1976)</p> <p><b>10.3 To award contract for window package</b> The following quotations or estimates have been received:</p> <ul style="list-style-type: none"> <li>• Burton's Builders estimate £7,500 (no VAT) (windows only including fitting and temporary boarding up). The estimate includes supply of windows however there is an option to discuss the Parish Council sourcing and purchasing the windows directly with the estimate reduced accordingly)</li> <li>• Harry Chapman £12,275 + VAT (including doors and fitting)</li> <li>• DWC Trade Windows £4,704.00 + VAT (supply of windows only)</li> <li>• Magna Windows Ltd -- £11,218.00 inc VAT (including doors and fitting)</li> <li>• TradeFrame - £6,800 including two PVC French doors and fitting but for one less window.</li> </ul> <p>The Advisory Committee recommendation is Burton Builders as the quote is competitive and the package can be combined with the joinery package to get the building weathertight as quickly as possible.</p> <p><b>It was resolved to award the contract for the windows package to Burton's Builders with the option of discussing the Parish Council sourcing and purchasing the windows directly and the estimate being reduced accordingly. To be finalised at the next meeting. This is subject to the approval of Merton College (see above), and evidence of satisfactory insurance.</b></p> <p>The Risk Assessment and Method Statement (RAMS) will be submitted and reviewed prior to the contractor commencing the work.</p>	

	<p>This service is to be gifted to the Village Hall Committee (Section 19(3) of the Government Act (Miscellaneous Provisions) Act 1976)</p> <p>Cllr Officer will liaise with the contractor regarding start date etc to fit in with the completion of roofing work.</p>	
11	<p><b>116/19 – Highways</b></p> <p><b>11.1 General Report</b></p> <ul style="list-style-type: none"> <li><b>Grass Wildflower Verges</b> – the clerk circulated a report from LCC. It was agreed not to consider this at present until the work on the Village Hall is complete.</li> </ul> <p><b>11.2 Dog Fouling Signs</b> – information from Jordan Smith (HDC) that six signs have been put up today on the footpath signs as arranged with former Cllr Weston.</p> <p><b>11.3 Speeding</b></p> <ul style="list-style-type: none"> <li>Speedwatch – update that they are currently holding a waiting list of interest for 2020 and will be planning and organising resources later in the year. The current programme, which runs to October, is fully booked and they do not operate over winter. It was agreed to include a request for volunteers in the next newsletter</li> <li>Fatal Collision on B6047 4/8/19 – police preliminary details received via County Cllr Feltham and circulated</li> <li>Cllr Feltham has also reported that he has received a summary of all road traffic accidents in the last five years (but not including 2019) on B6047 between A47 and A6 and it shows five accidents in 2018 with 10 casualties but no fatalities. Cllr King reported that he and Cllr Feltham have been pushing LCC to consider cameras on this road. The speed van was noted there recently.</li> </ul>	
12	<p><b>117/19 – Grass Cutting</b></p> <p><b>12.1 2019 Season.</b> Noted there was a cut on 20/8/19 and one at the beginning of September. A spot check has taken place. Noted that the grass has not been picked up on part of the Village Green on two occasions. On one occasion it was too wet and this had been reported to Cllr Bladon by contractor, however there was concern that it had been missed again. It was also noted that the steep bank on B6047 Shangton Road has not been strimmed. Clerk to follow these points up with contractor.</p> <p><b>12.2 2020 Season onwards – new three-year agreement from Leicestershire County Council, to review and sign new Service Level Agreement</b> – the new Service Level Agreement was reviewed along with the associated grass cutting map. <b>It was resolved to enter into a new agreement with Leicestershire County Council for the cutting of the grass verges in the village for the 2020, 2021 and 2022 seasons and the Service Level Agreement was signed by Cllr Bladon.</b></p>	clerk
13	<p><b>118/19 – Planning and Enforcement</b></p> <p><b>13.1 General Report and update on applications / decisions from Harborough District Council</b></p> <ul style="list-style-type: none"> <li>Planning application received not commented on – 19/01326/TCA, works to trees, St. Andrews Church, Main Street, TL – still pending consideration</li> <li>Planning decision received too late to be included on agenda – 19/01434/FUL – siting of domestic oil tank, The Lodge, Kibworth Road, TL – councillors reviewed this application and it was agreed not to submit any comments</li> <li>Still pending decision – 17/01478/FUL – shipping containers The Manor. Cllr King will follow this up as it has been outstanding for a long while</li> </ul> <p><b>13.2 To agree response to amended plan – 19/00209/FUL – erection of a single storey rear extension, conversion of garage to annexe, erection of single storey outbuilding and associated landscaping, Fargate Lodge, Main Street, Tur Langton</b></p> <p>The Parish Council objected to the original application. <b>It was resolved to object to the amended plans on the following grounds:</b></p>	

	<p>Part of the application is still outside the limits to development set in Tur Langton's Neighbourhood Plan and therefore does not conform with Neighbourhood Plan policy S1. Tur Langton Parish Council strongly resists development outside of these limits.</p> <p>The amended application has not added any parking spaces. The application removes a double garage and significantly reduces the space to park behind the house. The application does not comply with Neighbourhood Plan policy H3f, which requires provision of adequate off-road parking to Leicestershire County Council's parking standards. Parking on the road will reduce the amenity of neighbouring residents and require cars to manoeuvre on the road, increasing the potential for accidents.</p> <p><b>13.3 Enforcement</b> – nothing to report</p>	
14.	<p><b>119/19 – Finance</b></p> <p><b>14.1 General (RFO) Report</b>  Receipts since last full Parish Council meeting: <ul style="list-style-type: none"> <li>• 21/8/19 - Public Works Board Loan - £54,975.00</li> <li>• 11/9/19 - Precept 2<sup>nd</sup> instalment - £2,705</li> </ul> Payments since last full Parish Council meeting <ul style="list-style-type: none"> <li>• 8/9/19 – Leicestershire Gardens for two cuts in July, £140 authorised at meeting 30/7/19</li> </ul> </p> <p><b>14.2 Approval of Accounts Reconciliation to 15/9/19</b></p> <ul style="list-style-type: none"> <li>• Total payments since 1/4/19 - £2,004.18</li> <li>• Total receipts since 1/4/19 - £60,438.00</li> <li>• Balances held: <ul style="list-style-type: none"> <li>○ HSBC - £64,833.21</li> <li>○ MHBS - £2,767.85</li> <li>○ Total balance held - £67,601.06</li> </ul> </li> </ul> <p><b>Resolved to approve bank reconciliation as circulated</b></p> <p><b>14.3 Bank Mandates</b></p> <p>As Cllr Haynes is now a Councillor again it was resolved that she should remain on the bank mandates as a signatory for both the HSBC and Market Harborough Building Society Accounts and that the signatories should be as follows:</p> <p><b>HSBC Account – Cllr Tessa Bladon, Cllr Jannine Haynes, Cllr Paul Officer and Cllr Clare Staveley and clerk Alison Gibson. Former Cllrs Katrina Briggs and Chris Weston to be removed and Cllr Clare Staveley to be added</b></p> <p><b>Market Harborough Building Society – Cllr Tessa Bladon, Cllr Jannine Haynes, Cllr Paul Officer and Cllr Clare Staveley. Former Cllr Chris Weston to be removed and Cllrs Paul Officer and Clare Staveley to be added.</b></p> <p><b>14.4 Internet Banking</b> – it was agreed to explore this.</p> <p><b>14.5 To approve for payment – it was resolved to approve the following payments:</b></p> <p>14.5.1 Clerk Salary and Homeworking Allowance September 2019 (181.31) and October 2019 (£181.31)</p> <p>14.5.2 Clerk's expenses – (travel and printer ink) - £17.24</p> <p>14.5.3 Cllr Staveley reimbursement of payment for fencing - £514.50</p> <p>14.5.4 Cllr Bladon reimbursement of payment for lock for fence at Village Hall - £16.75</p>	

	14.5.5 LRALC for Councillor Training – 40.00 (pending receipt of invoice) 14.5.6 Leicestershire Gardens for grass cut 20/8/19 - £70.00 14.5.7 Rural Community Council Annual Membership renewal - £50 + VAT = £60.00	
15	<b>120/19 – Assets</b>	
	<b>15.1 Health and Safety check of Assets</b> – no problems identified	
16	<b>121/19 – Storage of Archive Materials at Leicestershire Records Office</b> – Cllr King suggested exploring whether it is possible to involve the Museum Service in archiving this material, which includes minutes and accounts dating back to when the original Parish Meeting was formed in 1894. It was agreed to explore this before considering the Leicestershire Records Office option.	Clerk
17	<b>122/19 – Community Engagement</b>	
	<b>17.1 Newsletter</b> – this has been delayed and it was agreed to aim to get it out by the end of September. Content as previously agreed plus a possible article on recycling <b>17.2 Requirement to co-opt new Councillor</b> – one more councillor is still required and it was agreed to promote in the newsletter	Cllrs Bladon / Officer
18	<b>123/19 – To approve the dates of next meetings and items for next agenda</b>	
	15/10/19 – Village Hall items and any other urgent items 5/11/19 – Main Parish Council meeting 14/1/20 – Main Parish Council meeting	

Meeting was closed at 9.28 p.m.