

Minutes of the Parish Council Meeting held at The Brambles, Shangton Road, Tur Langton 11th September 2018 at 7.30 p.m.

Present: Cllr K Briggs, Cllr P Officer, Cllr C Weston.

In attendance: Alison Gibson, Clerk

Note about venue – the venue for this meeting was the home address of one of the councillors. This was a last minute change and the council recognises that this is not good practice, however the only way the meeting could be quorate was to hold it at at this address and it was not possible to organise another meeting in time to meet certain deadlines.

Action

1.	89/18 – To agree chair for this meeting It was resolved that in the absence of CIIr Bladon, CIIr Officer should chair this meeting	
2.	90/18 – Apologies for Absence – Clir T Bladon, family commitments, Clir J Haynes, on holiday,	
۷.	Cllr P Officer, work commitments. It was resolved to accept the reasons for absence	
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_	District Councillor P King	
3.	91/18 - Declarations of disclosable pecuniary interests and granting of dispensations - none	
4.	92/18 – To approve the minutes of the previous meeting held on 10 th July 2018	
	Resolved that the Minutes of the Parish Council Meeting held on 10/7/18 be approved and	
	adopted as a true record.	
5.	93/18 - Questions from members of the public - none present	
6.	94/18 – Clerk's Report including Year Plan and LRALC update	
	Year Plan – noted as circulated	
	LRALC update	
	 Newsletter no 4 – circulated - New course – Planning for the Medium Term, 5/11/18 / 	
	Administration of Community Funds and Grants / Charles Arnold Baker new edition	
	out shortly – agreed to explore sharing cost with ELPC / Data Protection and Council	
	papers / Community Centre and Village Hall Grants, information circulated	
	 Executive Committee Annual Report – circulated 	
	 2019 Elections – LRALC are to run workshops. 	
	Harborough District Council	
	 Event – Planning for a Healthier community and improved facilities, 3/10/18 	
	 HDC s Annual Liaison meeting 7/11/18 at LGS, clerk to attend 	Clerk
	 Houses in multiple occupation – request from HDC Environmental Health Officer, for 	
	details of any such properties which now need to be licenced. No properties meeting	
	the definition identified in TL.	
	Leicestershire County Council	
	 Clerk will be attending LCC Clerks' Quarterly Operational meeting at Anstey 8/10/18 	
	 Superfast Broadband – communication received from India Cocking, LCC 	
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	Communications and Engagement Officer. She is currently overlooking promotional	
	materials for parishes to promote new broadband provision and offering to meet with	clerk
	PCs to discuss how to best promote the project. Agreed to invite her to next meeting	
	 LCC Annual Liaison meeting 9/7/18 – all documents circulated. Emphasis on 	
	Unitary Authority	
	 SLCC - Clerk Magazine September 2018 – details of contents circulated 	
	 Unitary Authority - press release from District and Borough Council Leaders - 	
	http://www.blaby.gov.uk/news-and-events/press-releases/2018-press-releases/unitary-	
	authority-joint-statement-by-council-leaders	

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7.	9518 – Reports from 7.1 District Councillors – none 7.2 County Councillor - none 7.3 Police - none	
8.	96/18 – to Review and Adopt	
	8.1 Standing Orders – resolved to approve with changes as circulated	
	8.2 Equality, Diversity and Equal Opportunities Policy – resolved approved no changes	ļ
	8.3 Recruitment Policy – resolved approved no changes	ļ
	8.4 Sickness, Absence and Annual Leave Policy – resolved to approve no changes	
9.	97/18 – Information Security and Data Protection	
9.	9.1 To adopt Document Retention and Disposal Policy – resolved to adopt as circulated	ļ
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	9.2 To discuss draft Data Management and Information Security Policy. Noted another	
	encrypted memory stick to enable files to be stored securely off site has been purchased.	ļ
	9.21 Setting up of councillor email accounts and approve any associated costs – It	
	was resolved to set up five councillor email addresses with "Namecheap"	ļ
	authorising expenditure of up to £20 a year. Cllr Officer will set this up and claim	ļ
	back expenses in line with the Expenses Policy. Format of email addresses to be	ļ
	councillor 1, 2, 3, 4, 5 @turlangton-pc.org.uk	Cllr
	9.22 Drop box Account and to approve any associated costs – Cllr Officer will explore	Officer
	using "google documents", which has no cost, and report back to the next meeting.	
10.	98/18 - Defibrillator checks update - Cllr Bladon has been successful in recruiting two people to	
	help with the checks and has put together a checklist which was circulated. It is necessary to check	
	that the green light is on and the red tag in place. The suggestion is that the volunteers complete	Cllr
	this check and report to clerk who can log in and send a report to "Webnos". It was suggested that	Bladon
	the checklist along with a tick list could be kept in phone kiosk. Every now and then the red security	
	tag needs to be removed to check everything is in place inside the case. Cllr Bladon has spare	
	tags to put on following this check	
11.	99/18 – Village Hall	
	11.1 Update from Village Hall Committee – The committee is currently organising a meeting	
	to review the quotations received so far and move things forward	
	11.2 To explore applying for a loan – it was agreed to wait until the Village Hall Committee	
	has met to discuss funding options. If they decide they would like the Parish Council to	
	apply for a loan we can start looking into it then.	
	11.3 Tidying up of verges – a working party is to be organised	
	11.4 Promotion of Harborough Lotto – noted that there has been a winner in TL.	
	Harborough Lotto is to be promoted through PC website and in newsletter and posters	
	put up in appropriate places	
12	100/18 – Highways	
	12.1 General Update - none	
	12.2 Snagging List – this was reviewed, there has been no update since the last meeting. Cllr	Cllr
	Weston has been in touch with LCC Highways and spoken to Adrian Astill. He will follow	Weston
	up with him.	
	12.3 Grass Cutting – to note cuts in July, August and September. July – one cut, 2/7/18,	
	before request for cutting to halt. The contractor was asked to resume cutting again	
	towards the end of August, there were no cuts noted in August. There was a cut today	
	(11/9/18).	
	12.4 Speed signs that display speed – The Parish Council has received requests from	
	several people in the village for signs that display the actual speed a vehicle is travelling	
	on the B6047 in the same places as the current Vehicle Activated Signs. If the council	
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	went ahead with this it is envisaged to be a long-term project to enable funds to be raised.	
	TLPC is not anticipating owning or maintaining the signs. One quotation has been	
	received. Clerk has contacted LCC Highways to see if they would support and if so would	
	they be able to recommend any companies to approach for further quotations and a full	
	response is awaited. It was agreed to make a decision how to proceed at the next	
	meeting once feedback received from LCC.	
	12.5 Dog Fouling signs and offer of sponsorship of dog bin.	Clir
	Cllr Weston will follow up on the dog fouling signs, to go on yellow footpath markers	Weston
	The council has received an offer from the organiser of a local dog training class to	
	sponsor dog bins. Following discussion it was agreed that a need is not identified in TL	
	and considering the ongoing responsibility for emptying it was agreed not to take up this	

offer. 13 101/18 - Neighbourhood Plan 13.1Update - HDC has confirmed that their validation check has been completed successfully. The regulation 16 Consultation is now taking place from 22/8/18 to 3/10/18 13.2To agree Inspector - HDC has forwarded the CVs and responses of interest from two potential inspectors - Rosemary Kidd and Martin Lee. Following review of the information it clerk was resolved to select Martin Lee. Clerk will inform HDC 14 102/18 - Planning and Enforcement **General Report: HDC Local Plan Examination –** Planning Inspector Jonathan Bore has been appointed to conduct an Examination into soundness and legal compliance of the Plan. Hearing Sessions will commence 2/10/18 at HDC. If content to rely on the original representations TLPC has submitted there is no further action necessary. Changes to HDC planning committee procedures – noted, can be viewed on HDC website. 14.1 Update on decisions from HDC and outstanding planning applications Decisions received since last meeting No decisions since last meeting 17/01644/FUL - Extension of access track to form car park, The Manor, TL - still pending consideration. Archaeological Written scheme of Investigation now on HDC Planning Portal along with LCC Principle Archaeologist comments. Noted that Archaeology Warwickshire will be will be doing the programme of investigation and (3/9/18) were negotiating with The Manor to access the site. 17/01478/FUL – Shipping containers, The Manor – still pending consideration, no new documents since last meeting 14.2 To agree response to the following planning application 18/01441/FUL - Erection of a double garage with habitable accommodation above -The Coach House Shangton Road Tur Langton Leicestershire LE8 0PN - it was resolved to respond that the roof shape is not in keeping with the character of the houses in Tur Langton 14.3 Enforcement – unauthorised signage in village – meeting to took place between Cllr Bladon / clerk and representatives from The Manor 8/8/18 and notes were circulated. It was noted that the current A Boards do not have planning permission and could be subject to enforcement action from HDC. It was suggested that The Manor consider applying for permission for further signage and sites were discussed by the Village Hall, near the Bull's Head development and by the back end of The Manor. TLPC does not have funding for such signs and the Manor did not see any problems with funding this. The Manor undertook to do some initial sketches for the parish council to discuss at this meeting: however these have not yet been received. It was agreed to discuss further once sketches received. 15 **103/18 – Consultations** Proposed merger of Kibworth Medical Centre and Two Shires Medical Practice Consultation letter circulated. Kibworth Harcourt PC (KHPC) has written to Parish Councils asking if they would be interested in a joint approach, raising concerns over lack of transparency and hard facts, that staffing levels may not be sustainable and lack of patient choice post-merger. It was resolved to write to KHPC agreeing to a joint approach and supporting these concerns. National Highways and Transport Survey – response agreed 16 104/18 - Hanbury Charity Representative - notification has been received that Dr Sue Hills has resigned from the post of TLPC's nominated trustee on the Board of Hanbury Charity. The charity is now seeking from TLPC a replacement nominee to join the board. The nominee is not the parish council's representative and any views put forward by the nominated trustee should be a personal view. The current board would need to agree an appointment. Copy of Charitable Scheme and Charity Commission Guidance Document held. Dr Hills is happy to talk to any prospective trustee about what the job entails and the current chair, Derek Hewitt, is also happy to give advice. CIIr Agreed action - Cllr Briggs will take to Dr Hills thanking her for representing TLPC for the Briggs

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	last seven years and to find out more to put together an article for the next newsletter.	
17.	105/18 - Finance	
17.	17.1 Responsible Financial Officer / Clerk report Referendum Principle Ruling – the Government intends to continue the deferral of setting referendum principles for town and Parish Councils but encourages Parish Councils to continue to take all necessary steps to mitigate the need for council tax increases. The Government will continue to keep this area under active review. 16.1.4 LRALC Internal Audit Service – LRALC has notified all councils which have signed up to their Internal Audit Service (which includes TLPC) that our internal audit service is "LRALC Internal Audit", not a named individual auditor. Once allocated our Internal Auditor for 2018-19 will contact the council directly, unless required sooner this will be later this year. TLPC fulfils the requirement for every council to have an internal auditor by virtue of having signed up to LRALC Internal Audit Service Precept 2019/20 – HDC are hosing precept information events on 30/10/18. Clerk to attend. Details of Parish Council Precept setting timeline circulated 17.2 Approval of 2018/19 accounts bank reconciliation to 6/9/18 – resolved approved as circulated 17.3 Review of Budget – a revised budget for 2018/19 with associated notes was circulated which should be read in conjunction with these minutes. It was resolved to adopt the revised budget as circulated 17.4 To approve for payment (i) Clerk's Salary and HWA August 2018 - £176.89 + £0.40 arrears from June and July = £177.29 – resolved approved (ii) Clerk's Salary and HWA for September 2018 - £176.89 – resolved approved (iii) Clerk expenses a. Reimbursement travel from County Hall 9/7/18 LCC annual liaison meeting £5.04 (outward journey expenses claimed from ELPC) b. Reimbursement encrypted memory stick - £9.00 Total £14.04 – resolved approved (iv) Leicestershire Gardens for cut in 2/7/18 - £60.00 (no VAT) – resolved approved	clerk
	(v) Leicestershire Gardens for cuts in August and September 2018 up to date of meeting) pending receipt of invoice. No cuts noted in August. Deferred to authorise cuts in September to next meeting when full details of cuts known	
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	10618 - Repairs and Maintenance - no problems reported.	
19.	87/18 – Community Engagement	
	19.1 Newsletter - it was agreed to make the next edition end October / beginning November to	
	include articles on:	
	Village Hall update, including promoting Lotto / Lotto win – Cllr Officer Hankson Objective Treaties — Olla Primare	CIIrs Briggs /
	Hanbury Charity Trustee – Cllr Briggs	Officer
	Neighbourhood Plan – appointed Inspector	
	Beer Festival – Cllr Officer	
20.	88/18 - To confirm the date of next meeting and items for next agenda	
	20 th November 2018 at 7.30 p.m. (venue to be confirmed) – change of date to accommodate Cllr availability	
	8 th January 2019 at 7.30 p.m. (venue to be confirmed)	
	Meeting ended 22.00 p.m.	
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