



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

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

In attendance – Alison Gibson, Clerk

Action

1.	<p>19/22 – Apologies for Absence Councillor J Haynes, unwell. It was resolved to accept the reason for absence. District Councillor S Whelband, County Councillor K Feltham</p>	
2.	<p>20/22 – Declarations of disclosable pecuniary interests and granting of dispensations. Cllrs Bladon, and Staveley, item 9 – Village Hall. Cllrs Bladon and Officer are Trustees and Cllr Staveley is a committee member. All have dispensations to speak and vote on this item to the next election.</p>	
3.	<p>21/22 – To approve the minutes of the previous meeting held on 11th January 2022. It was resolved that the Minutes of the Parish Council Meeting held on 11/1/22 be approved and adopted as a true record.</p>	
4.	<p>22/22 – Questions from members of the public – none present</p>	
5.	<p>23/22 – Covid 19 Delegation to clerk</p> <p>No decisions were made under the Covid-19 delegated authority approved at meeting 11/1/22. As the Covid-19 delegation agreed at meeting 11/1/22 ceases at this meeting (8/3/22) the council considered whether to adopt it again as a precaution.</p> <p>It was resolved to delegate to clerk as follows: In response to the remote meeting legislation expiring on 7th May 2021 and in the event that it is not possible to convene a meeting of the council in a reasonable time, the Clerk shall have delegated authority to make decisions on behalf of the council where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. The delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first meeting of the council after the council meeting at which the delegation was put in place.</p>	
6.	<p>24/22 – Clerk’s Report including Year Plan and LRALC update Year Plan – noted as circulated. LRALC</p> <ul style="list-style-type: none"> • New Deputy Chief Executive appointment – John Kilcoyne • New member service, Payroll Lite • Boundary Commission for England, review of Parliamentary Constituencies. • NALC Legal Update February 2022 <p>Harborough District Council (HDC)</p> <ul style="list-style-type: none"> • HDC Newsletters February and March 2022 • Young Persons Officer update • Housing Survey Consultation for 16 – 34 year olds • Health and Wellbeing Team update – flyer • Her Majesty’s Platinum Jubilee Community Grant Fund 	

	<p>Leicestershire County Council (LCC)</p> <ul style="list-style-type: none"> • Communication from Leader and Deputy Leader about the crisis in Ukraine. • Clerk's Operational Meeting 4/3/22 – link circulated • Trading Standards Newsletter January 2022 • Parish Nature Network • LCC Consultation on Pharmacy Services • Funding Bulletins February and March 2022 • Platinum Jubilee Press Release • Leicestershire Waste Partnership Resources and Waste Strategy consultation • Request for data on informal open access areas <p>Leicester Capacity and Northampton – Market Harborough Rails – update, map and newsletter</p> <p>NHS East Leicestershire and Rutland CCG – In Partnership Bulletin February 2022</p> <p>SLCC – Clerk Magazine March 2022</p>	
7.	<p>25/21 – Reports and Updates from</p> <p>7.1 County Councillor – Kevin Feltham</p> <ul style="list-style-type: none"> • Pleased to see the Member's Highways Fund grant seems to be sorted (see item 11.5 below). They have now been told that there will be a similar scheme from April, so MVAS could be a possibility for next year. Kibworth Harcourt and Smeeton Westerby have both asked for MVAS this year. • Kibworths Neighbourhood Plan Review is nearly completed – just the Regulation 16 process and external examination now before another referendum. • Bus services along the A6 has been cut from half hourly to hourly for both Arriva X3 and Stagecoach X7. BBC East Midlands TV sent a reporter and cameraman to speak to passengers and myself on Monday 21st for 45 mins and it was broadcast on BBC East Midlands TV 6.30pm Wednesday 23rd evening, and again on Sunday for Politics East Midlands. There was a possibility of the Centrebus 44 being completely cancelled, but fortunately that has been avoided for now. <p>7.2 District Councillors – none</p> <p>7.3 Police - Community Safety message about proposal to introduce a virtual attendance (video call) for some incidents that do not appear to need a visit to gather physical evidence</p>	
8.	<p>26/22 – Planning and Enforcement</p> <p>8.1 General Report and update on applications / decisions from Harborough District Council</p> <p>Planning application update Agreed under Scheme of Delegation: 21/02249/TCA, works to trees, Blue Rope Cottage, Shangton Road, TL. Agreed to Support. Status at HDC - Approved Other applications:</p> <ul style="list-style-type: none"> • 22/00038/TCA – works to trees (fell), Langton House, Main Street, TL – Noted approved, decision 24/1/22. Approved prior to expiry date due to fact trees were dangerous • 22/00028/PDN – notification to determine if pre approval is required for the proposed change of use of an agricultural building to two dwelling houses (C3) (2 smaller dwelling houses) and for associated operational development (class Qa and Qb). No comments submitted by expiry date 2/2/22. Status at HDC – Pending Consideration • 22/00117/TCA – Works to trees (fell), Pond House, Main Street, Tur Langton. No comments submitted by expiry date 2/2/22. Status at HDC – Approved <p>Other - East Langton Neighbourhood Plan Review consultation details circulated.</p>	

12	<p>30/22 – Platinum Jubilee – to explore whether to plant an oak tree with memorial plaque at the junction of Main Street and Shangton Road.</p> <p>A member of the public has suggested this. The clerk circulated information about “The Queen’s Green Canopy” and from The Woodland Trust. A query has been raised with LCC Forestry to ask for advice and their feedback is awaited.</p> <p>Another member of the public suggested a memorial stone in the same area.</p> <p>It was agreed to thank both members of the public for their suggestions and to explore both options. As the area suggested is Highways land permission would need to be sought.</p> <p>The clerk was authorised to make searches for underground utilities in the area and to incur any necessary expenses which will be refunded to her.</p> <p>Agreed to consider further at May meeting when it is hoped to have advice from LCC Forestry</p>	clerk
13	<p>31/22 – Website History Page</p> <p>Cllr Staveley will explore scanning of old minutes for the website</p> <p>Cllr Bladon will look at the photographs and see if she can get better quality versions and put together some descriptions. The clerk will then start to work on the History Page</p>	Cllrs Staveley / Bladon / clerk
14	<p>32/22 – Review of Neighbourhood Plan</p> <p>Councillors to look through the plan and identify areas to consider for review. It was noted that the reviewed version needs to be made Accessible.</p> <p>It was agreed that the clerk will contact Gary Kirk from Yourlocale to advise that the council wishes to review the plan to bring it up to date, make it accessible and explore minor changes and to ask for a meeting with him in April to give time to prepare.</p>	Cllrs clerk
15	<p>33/22 – Finance</p> <p>15.1 RFO Report including noting of payments not previously minuted.</p> <p>Payments since last meeting: From list of regular payments: 31/1/22 – Clerk’s salary and Homeworking Allowance January 2022 - £186.16 28/2/22 – Clerk’s salary and Homeworking Allowance February 2022 - £186.16</p> <p>Other payments 11/1/22 – Bank Charge £8.00 2/2/22 – Community Heartbeat Trust annual support fee for defibrillator (authorised meeting 11/1/22 pending receipt of invoice) - £151.20 11/2/22 – Bank Charges - £8.00 21/2/22 – Public Works Loan Board loan repayment £1,671.87 (direct debit)</p> <p>15.2 Audit 21/22 Year – to confirm appointment of LRALC Internal Audit Service as Internal Auditor for 21/22 Year and authorise payment of invoice for fee of £180.00 to LRALC Ltd</p> <p>It was resolved to appoint LRALC Audit Service as 21/22 Year Internal Auditor and to authorise payment of £180.00 of invoice for this service.</p> <p>15.3 Approval of Accounts Reconciliation to 2/3/22</p> <p>Total Receipts to 2/3/22 – 10,606.10 Total Payments to 2/3/22 - £7,507.51 Balance at 2/3/22 – 9,330.11</p> <p>It was resolved to approve the reconciliation to 2/3/22 as circulated</p> <p>15.4 Review of Expenditure against Budget</p> <p>It was noted that:</p> <ul style="list-style-type: none"> • A new category for “Bank Charges” will be required as the bank has started to charge £8.00 a week – £24.00 up to 31/3/22 (already £16.00 expenditure up to 2/3/22) • “Village Hall Rent” – budget is currently £500. Will be £76 in debit once rent of £576 has been paid • “VAT” is currently £38.31 debit 	

	<p>Unless there is any more work required on Street Furniture Maintenance (SFM) prior to 31/3/22 this budget will be £370.90 in credit.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> • Vire £24 from “SFM” to “Bank Charges” • £76 from “SFM” to “Village Hall Rent” • £40 from “SFM” to “VAT” <p>This will leave “SFM” with £230.90</p> <p>15.5 To approve for payment</p> <p>It was resolved to approve the following payments:</p> <p>15.5.1 Room hire for meeting 8/3/22 £5.00</p> <p>15.5.2 Leicestershire Footpaths Association renewal - £6.00</p> <p>15.5.3 Merton College Village Hall Rent - £576.00 (classed as a grant to Village Hall Management Committee)</p> <p>15.5.4 Chair’s Allowance - £30.00</p> <p>15.5.5 Clerk Reimbursement of printer paper - £4.00</p> <p>15.6 To agree whether to move current account to Unity Trust Bank</p> <p>The clerk had circulated information about Unity Trust Bank Business Current Account. The appropriate account has charges of £6 a month (the HSBC account currently in use now charges £8 a month) and is tailored for Parish Councils, including triple authority for internet banking. This account is highly recommended by other clerks.</p> <p>It was resolved to open an account with Unity Trust Bank and close the account with HSBC transferring the balance with HSBC to the new Unity Bank Account.</p> <p>It was resolved that the following should be signatories:</p> <p>Cllr Tessa Bladon, Cllr Jannine Haynes, Cllr Paul Officer, Cllr Clare Staveley, Alison Gibson (clerk)</p>	
16	<p>34/22 – Insurance</p> <p>16.1 Review of Fidelity Guarantee Insurance</p> <p>The renewal sum insured is £25,000, excess £100 each and every loss, all members and employees are covered. It was resolved that this cover is adequate.</p> <p>16.2 Review of Insurance Cover and to agree renewal with Zurich Insurance for period 10/4/22 – 9/4/23 - £257.60</p> <p>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 10/4/22 to 9/4/23 at £257.60</p>	
17	<p>35/22 – Review of Clerk’s Salary from 1/4/21 in line with pay award and authorisation of payment of arrears</p> <p>Clerk salary scales for 21-22 (from 1/4/21) are now available and were circulated. Clerk salary is Point 6 - this has increased from £10.24 an hour (current rate) to £10.42 an hour. For four hours a week for the year this gives a salary of £2,167.36, £180.61 a month. Adding Homeworking Allowance (HWA) of £8.67 a month gives a monthly figure of £189.28, £2,271.36 a year including HWA</p> <p>It was resolved to approve a pay increase for clerk to £2,167.36 a year / £180.61 a month from 1/4/21 (plus Homeworking Allowance)</p> <p>Arrears of £3.12 month are due for April 2021 to February 2022 – total £34.32</p> <p>It was resolved to approve payment of arrears of salary of £34.32 for period April 2021 to February 2022.</p>	

	The List of Regularly Occurring Payments to be updated accordingly. Salary for March 2022 plus Homeworking Allowance = £189.28. Adding £34.32 arrears gives a total of £223.60. There is enough in the budget to cover this.	
18.	<p>36/22 – Annual Review of Policies</p> <p>18.1 Expenses Policy – It was resolved to approve as circulated with no changes</p> <p>18.2 Risk Assessment – a small typing error was identified in section 3.2 (“<i>or internet</i>” to be corrected to read “<i>on internet</i>”) – It was resolved to approve as circulated with this correction.</p> <p>18.3 Asset Register- It was resolved to approve as circulated with no changes</p> <p>18.4 Communication Policy – It was resolved to approve as circulated with no changes</p>	
19.	<p>37/22 – Review of Community Response Plan</p> <p>Cllrs Bladon and Staveley will check the list of volunteers on page 3</p> <p>Cllr Bladon will check the Emergency Grab Bag</p> <p>Details of catering available at the Village Hall need to be updated</p> <p>Updated version to be reviewed at the next meeting.</p>	<p>Cllrs Bladon / Staveley</p> <p>clerk</p>
20.	<p>38/22 – Community Engagement</p> <ul style="list-style-type: none"> • Newsletter – aiming to publish the next newsletter later this month (March). It was noted that users of the Village Hall are keen to contribute, Cllr Bladon will contact them. It was agreed to include an article about the Platinum Jubilee asking for ideas of what people would like to do. • Rural Broadband – the clerk circulated information about Community Fibre Partnerships. It was agreed to remind residents that there is fibre available in the village and that it may be necessary to contact their internet provider and upgrade to take advantage of faster speeds. • Requirement to Co-opt new councillor – continue to encourage anyone who shows an interest. 	<p>Cllrs Bladon / Staveley</p>
21.	<p>39/22 – To approve the dates of next meetings and items for next agenda.</p> <p>Next meetings:</p> <p style="padding-left: 40px;">10/5/22 Annual Parish Meeting 7.00 p.m.</p> <p style="padding-left: 40px;"> Annual Parish Council meeting 7.30 p.m.</p>	

Meeting was closed at 21.04 p.m.