Action



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.	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	
2.	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.	
3.	21/22 – To approve the minutes of the previous meeting held on 11 th 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.	
4.	22/22 - Questions from members of the public - none present	
5.	23/22 – Covid 19 Delegation to clerk	
	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.	
	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.	
6.	24/22 – Clerk's Report including Year Plan and LRALC update Year Plan – noted as circulated. LRALC	
	 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 Harborough District Council (HDC) 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 	
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	Minutes 8/	/3/22
	 Leicestershire County Council (LCC) 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 Leicester Capacity and Northampton – Market Harborough Rails – update, map and newsletter 	
	NHS East Leicestershire and Rutland CCG – In Partnership Bulletin February 2022	
	SLCC – Clerk Magazine March 2022	
7.	25/21 – Reports and Updates from	
	7.1 County Councillor – Kevin Feltham	
	 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. 	
	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	
8.	 26/22 – Planning and Enforcement 8.1 General Report and update on applications / decisions from Harborough District Council 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: 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	
	Other - East Langton Neighbourhood Plan Review consultation details circulated.	

8.2.1 22/00237/TCA – works to trees (feil), The Brambles, Shangton Road, Tur Langton It was resolved to respond "No Comment" 8.2.2 22/0051/TCA – works to trees (feil), The Forge, Main Street, Tur Langton It was resolved to respond "No Comment" 8.3.2 Enforcement - none 9. 27/22 - Village Hall 9. 27/22 - Village Hall 9.1.7 To note letter from Merton College advising increase in rent A letter has been received from Merton College to advise that the rent has been reviewed from 90/22 in line with paragraph 6.3 of the lease and has been increased from £500 to £576 por annum 9.2 Sign for Memorial Garden – update on design and quotations - Work on this is ongoing 10 28/22 - Assets 10.1 Health and Safety Check of Assets - no problems identified following inspection 10.2 Seat by Village Hall The wood has been purchased as agreed at meeting 11/1/22 (item 10/22). The wood has been cut to size and holes drilled and il just needs fitting. The wood was already treated, and additional preserver has been adde where the wood was cut and drilled. Clo Officer will explore the possibility of a working party to fit the wood and will laise with Clir Bladon 11 Seare adupting - first cut of the season is due Mid-March. LCC has confirmed that public liability insurance of £5 million will be sufficient again this season. Contractor has been asked for evidence of public liability insurance baut has not submitted it yet. Clir Bladon will liability insurance of £5 million will be sub back		8.2 To	agree responses to the following applications:	
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o o				
TI.0 FOOTPATINS – NO PRODIEMS IGENTIFIED.		44.0		
		0.11	rootpaths – no problems identified.	

12.	the ju A men Green	– Platinum Jubilee – to explore whether to plant an oak tree with memorial plaque at nction of Main Street and Shangton Road. hber of the public has suggested this. The clerk circulated information about "The Queen's Canopy" and from The Woodland Trust. A query has been raised with LCC Forestry to ask	
	Anothe It was As the	vice and their feedback is awaited. Fr member of the public suggested a memorial stone in the same area. agreed to thank both members of the public for their suggestions and to explore both options. area suggested is Highways land permission would need to be sought.	
	neces	erk was authorised to make searches for underground utilities in the area and to incur any sary expenses which will be refunded to her. I to consider further at May meeting when it is hoped to have advice from LCC Forestry	clerk
13.	31/22	– Website History Page	
		aveley will explore scanning of old minutes for the website	Clirs
	Cllr Bla togeth	adon will look at the photographs and see if she can get better quality versions and put er some descriptions. The clerk will then start to work on the History Page	Staveley / Bladon / clerk
14.	32/22	 Review of Neighbourhood Plan 	
	review	illors to look through the plan and identify areas to consider for review. It was noted that the ed version needs to be made Accessible.	Clirs
	to revi	agreed that the clerk will contact Gary Kirk from Yourlocale to advise that the council wishes ew the plan to bring it up to date, make it accessible and explore minor changes and to ask neeting with him in April to give time to prepare.	clerk
15.		– Finance	
	15.1 Payme	RFO Report including noting of payments not previously minuted. ents since last meeting:	
	31/1/2	ist of regular payments: 2 – Clerk's salary and Homeworking Allowance January 2022 - £186.16 2 – Clerk's salary and Homeworking Allowance February 2022 - £186.16	
	11/1/2 2/2/22	payments 2 – Bank Charge £8.00 – Community Heartbeat Trust annual support fee for defibrillator (authorised meeting 11/1/22	
	11/2/2	ig receipt of invoice) - £151.20 2 – Bank Charges - £8.00	
	21/2/2	2 – Public Works Loan Board Ioan repayment £1,671.87 (direct debit)	
	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	
		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.	
	15.3	Approval of Accounts Reconciliation to 2/3/22 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 It was resolved to approve the reconciliation to 2/3/22 as circulated	
	15.4	Review of Expenditure against Budget	
		It was noted that:	
		 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 	

	Minutes 8/	3/22
	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.	
	It was resolved to:	
	Vire £24 from "SFM" to "Bank Charges"	
	£76 from "SFM" to "Village Hall Rent"	
	£40 from "SFM" to "VAT	
	This will leave "SFM" with £230.90	
	15.5 To approve for payment	
	It was resolved to approve the following payments: 15.5.1 Room hire for meeting 8/3/22 £5.00	
	15.5.2 Leicestershire Footpaths Association renewal - £6.00	
	15.5.3 Merton College Village Hall Rent - £576.00 (classed as a grant to Village Hall Management Committee)	
	15.5.4 Chair's Allowance - £30.00	
	15.5.5 Clerk Reimbursement of printer paper - £4.00	
	15.6 To agree whether to move current account to Unity Trust Bank	
	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.	
	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.	
	It was resolved that the following should be signatories:	
	Cllr Tessa Bladon, Cllr Jannine Haynes, Cllr Paul Officer, Cllr Clare Staveley, Alison Gibson (clerk)	
16	34/22 – Insurance	
	16.1 Review of Fidelity Guarantee Insurance	
	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.	
	16.2 Review of Insurance Cover and to agree renewal with Zurich Insurance for period 10/4/22 – 9/4/23 - £257.60	
	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	
17		
	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	
	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)	

Arrears of £3.12 month are due for April 2021 to February 2022 – total £34.32 It was resolved to approve payment of arrears of salary of £34.32 for period April 2021 to February 2022.

	The List of Regularly Occurring Payments to be updated accordingly. Salary for March 2022 plus Homeworking Allowance = \pounds 189.28. Adding \pounds 34.32 arrears gives a total of \pounds 223.60. There is enough in the budget to cover this.	
18.	36/22 – Annual Review of Policies	
	18.1 Expenses Policy – It was resolved to approve as circulated with no changes	
	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.	
	18.3 Asset Register- It was resolved to approve as circulated with no changes	
	18.4 Communication Policy – It was resolved to approve as circulated with no changes	
19.	37/22 – Review of Community Response Plan Cllrs Bladon and Staveley will check the list of volunteers on page 3 Cllr Bladon will check the Emergency Grab Bag	Cllrs Bladon / Staveley
	Details of catering available at the Village Hall need to be updated	clerk
	Updated version to be reviewed at the next meeting.	
20.	38/22 – Community Engagement	
	 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. 	Clirs Bladon / Staveley
	 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. 	
21.	39/22 – To approve the dates of next meetings and items for next agenda. Next meetings:	
	10/5/22 Annual Parish Meeting 7.00 p.m. Annual Parish Council meeting 7.30 p.m.	

Meeting was closed at 21.04 p.m.