



**Minutes of the Parish Council Meeting held at St Andrew's Church, Tur Langton
10th July 2018 at 7.30 p.m.**

Present: Cllr. T Bladon, Cllr K Briggs, Cllr C Weston.

In attendance: Alison Gibson, Clerk

Action

1.	71/18 – Apologies for Absence – Cllr J Haynes, work commitments, Cllr P Officer, work commitments. It was resolved to accept the reasons for absence District Councillors C Holyoak, P King County Councillor Kevin Feltham	
2.	72/18 – Declarations of disclosable pecuniary interests and granting of dispensations – none	
3.	73/18 – To approve the minutes of the previous meeting held on 5th June 2018 Resolved that the Minutes of the Parish Council Meeting held on 5/6/18 be approved and adopted as a true record.	
4.	74/18 – Questions from members of the public – none present	
5.	75/18 – Clerk's Report including Year Plan and LRALC update <ul style="list-style-type: none"> • Year Plan – noted as circulated • LRALC <ul style="list-style-type: none"> ○ Website – Generic councillor access to website details circulated ○ Newsletter 3 – Unitary Authority / Shire Community Grants / Climate Change Grants / Heritage Wardens ○ Round Robins – Mobile Speed Cameras / Devolution of Services • SLCC <ul style="list-style-type: none"> ○ Clerk Magazines – May and July, details circulated. May edition includes feature on GDPR • Leicestershire County Council – Clerk's report on Annual Liaison Event 9/7/18 circulated, emphasis on LCC plans to move towards Unitary Authority (consultation to take place) and devolving of responsibilities to Parish Councils • Neil O'Brien MP – press release re Strategic Growth Plan circulated • Rural Community Council – moved to Hinckley 2/7/18 	
6.	76/18 – Reports from <p>6.1 District Councillors – none</p> <p>6.2 County Councillor Kevin Feltham</p> <p>The Strategic Growth Plan and A46 Expressway consultation closed with some 400 response. I'm trying to get a better feel for the likeliest route after it crosses the A47 and then where it crosses the A6. New Action Group (SELAG) of affected parish councils has been formed and the MP and I have been asked to meet with their chair. Should I receive any news following my request for more information from the Director of Highways & Transport, I'll let you know.</p> <p>44 bus service is being reviewed along with all other subsidised bus services. I don't think it's in any danger, but again if I hear differently I'll let you know.</p> <p>6.3 Police - none</p>	
7.	77/18 – to Review and Adopt <p>7.1 Health and Safety Policy – resolved approved no changes</p> <p>7.2 Lone Working Policy – resolved approved no changes</p> <p>7.3 Home Working Policy – resolved approved no changes</p> <p>7.4 Records and Retention of Documents Policy – circulate for approval next meeting</p>	
8.	78/18 – Information Security The clerk circulated a draft Data Management and Information Security Policy for discussion. Councillors reviewed this document along with advice on information security from LRALC and it	

	<p>was agreed to defer adoption to the next meeting. In the meantime it was agreed to :</p> <ul style="list-style-type: none"> • trial use of generic email addresses for councillors using gmail rather than using personal email addresses • Purchase an additional encrypted memory stick for backing up of data to enable updated sticks swapping between chair and clerk at each meeting • Explore using Dropbox for exchange of documents. 	clerk
9.	<p>79/18 – Aims and Objectives for 2018/19. The clerk had circulated a draft document. It was agreed to add provision of tea and coffee at meetings for members of the public where possible. Resolved to adopt as circulated with this one addition</p>	
10.	<p>80/18 – Defibrillator Checks Checks have been carried out and reported. Request for volunteers included in newsletter. Advice received from Community Heartbeat Trust that one ambulance service has informed them they will delist sites that are not kept clean. Cllr Bladon will clean the cabinet on this occasion and check of cleanliness to be included at future inspections. Agreed to explore getting it tiled. Newsletter includes article asking for ideas and offers of help about other uses of the phone kiosk</p>	Cllr Bladon
11.	<p>81/18 – Village Hall 11.1 Appointment of representatives to Village Hall Committee (deferred from meeting 8/5/18) It was resolved to appoint Cllr Briggs and Cllr Officer as representatives on the Village Hall Committee 11.2 Update from Village Hall Committee – work is in progress and plans are being drawn up. There will be a report to the next meeting 11.3 Agreed to explore the possibility of the council taking out a Public Works Loan</p>	
12.	<p>82/18 12.1 General Update – notification that the School Games 2018 Cycle Event will take place on 2/9/18 resulting in road closures in Slawston and Cranoe from 7 a.m. to 2 p.m. Details to go on website 12.2 Snagging list – email update received from Adam Hill, LCC Highways on 5/7/18 and update is shown in the list at Appendix 1. Clerk to follow up, in particular 2/17 where the missing chevron is still not addressed. 12.3 Grass Cutting – to note cuts in May and June – invoices received from contractor show cuts 15/5/18, 30/5/18, 5/6/18 and 20/6/18. Clerk sought clarification from contractor as the cuts on 30/5/18 and 5/6/18 were effectively one cut. Contractor suggests we pay for three cuts and if he later finds there is another cut he will contact clerk. Noted that due to dry weather conditions grass is not growing and agreed to ask contractor to refrain from cutting until further notice. Cllrs Bladon and Weston will monitor and decide when to request cutting to restart. Grass cutting spot check still outstanding. 12.4 Dog fouling signs – Cllr Weston will follow up 12.5 Speed signs – Cllr Bladon has obtained costs for battery powered signs displaying speed for consideration to replace the current speed activated signs which are owned and maintained by LCC. It was agreed to explore this further, Cllr Bladon and clerk to put together an email to LCC to find out how to go about installing such signs with a view to discussing further at next meeting.</p>	<p>Clerk</p> <p>Cllrs Bladon / Weston</p> <p>Cllr Weston</p> <p>Cllr Bladon / clerk</p>
13.	<p>83/18 – Neighbourhood Plan Update – The plan was submitted to HDC for Regulation 16 Consultation on 3/7/18. HDC will undertake a validity check on the documentation and get back to the Parish Council if they require any further information. The Submission Version and supporting papers are on the website.</p> <p>Once the six week Regulation 16 Consultation is completed and if HDC consider the plan meets the relevant legislations it will then proceed to an independent examination. HDC will appoint the Examiner but needs approval of the Parish Council as Qualifying Body</p>	
14.	<p>84/18 – Planning and Enforcement 14.1 Update on decisions from HDC and outstanding planning applications Decisions received since last meeting</p> <ul style="list-style-type: none"> • 18/00746/PDN – Prior approval for the change of use of an agricultural building to a larger dwelling house and for associated operational development (Class Qa and Qb) – Land north of Trafford House, The Orchard and The Cottage, Kibworth Road, TL – 	

permitted development

- 18/00802/TCA - Works to tree - Mount Pleasant Shangton Road, TL - permitted

Outstanding Applications

- **17/01644/FUL** – Extension of access track to form car park, The Manor, TL – still pending consideration – no new documents since last meeting
- **17/01478/FUL** – Shipping containers, The Manor – still pending consideration, no new documents since last meeting

14.2 Enforcement – unauthorised signage in village – meeting to be arranged with representative from The Manor 8/8/18

15. **85/18 – Finance**

15.1 Responsible Financial Officer / Clerk report

- Exemption certificate submitted to External Auditor by deadline and acknowledgement of receipt received. Papers on website and notice board by deadline. Public Inspection period runs to 20/7/18
- Payments since meeting 8/5/18 over and above those authorised 5/6/18
 - Community Heartbeat Trust Annual Support Agreement £126
 - Information Commissioner - £35.00 direct debit
- Received since meeting 8/5/18
 - ELPC reimbursement of 50% SLCC subscription - £50.00
 - VAT refund - £317.99

15.2 Approval of 2018/19 accounts bank reconciliation to 5/7/18 – resolved approved as circulated subject to Cllr Weston checking

15.3 Annual Review of Bank Mandate – currently:

- Market Harborough Building Society - Cllrs Bladon, Haynes, Weston – any two to sign
- Lloyds – Cllrs Bladon, Briggs, Haynes, Officer, Weston any two to sign. Clerk also a signatory up to £200 limit

Resolved no changes to current arrangements

15.4 To approve for payment

- Clerk's Salary and HWA June 2018 - £176.69 – **resolved approved**
- Clerk's Salary and HWA for July 2018 - £176.69 + £47.04 for work done on Neighbourhood Plan – Total £223.73 – **resolved approved**
- Leicestershire Gardens for cuts in May 15/5/18 and 30/5/18 - £120.00 (no VAT) – **resolved approved**
- Leicestershire Gardens for cuts in June 5/6/18 and 20/6/18 - £120.00 (no VAT) – **resolved payment of £60 approved**, see 12.3 above

16. **86/18 – Repairs and Maintenance** – no problems reported. Cllr Bladon will refurbish the noticeboard, she still has the oil left over from the last time it was refurbished

17. **87/18 – Community Engagement**

17.1 Newsletter – completed

17.2 Footpath Warden – Cllr Briggs will monitor footpaths and report any problems

18. **88/18 - To confirm the date of next meeting and items for next agenda**

11th September 2018 at 7.30 p.m. (venue to be confirmed)

13th November 2018 at 7.30 p.m.

Meeting ended 21.30 p.m.

Agenda item 12.2 Highways Snagging list		
	Issue and date reported	Progress –
1/17	<p>30 mph sign is missing, B6047 (coming from Billesdon on LHS) The 50 mph sign as leaving the village is in place.</p> <p><i>Originally reported incorrectly Oct 2016 as 30mph sign wrong way round</i></p>	<p>18/10/17 - Email from Adam Hill, LCC planned to visit sign during that week and will then re-order the relevant materials and arrange a gang to install works 8/3/18 - Email update Adam Hill, LCC, the 30 mph sign is in stores and is awaiting gang to install 5/7/18 – email from Adam Hill notes the 30 mph sign has been ordered</p>
2/17	<p>Missing chevron on B6047 proceeding from Church Langton towards Tur Langton approximately 50 metres after the pond on the right hand bend, situated on the exit of the bend just after the field entrance.</p>	<p>Reported 14/3/17 – reference FS14059394 8/6/17, Adam Hill, LCC, asked for the specific location and if possible an image from google maps. 7/11/17 – Cllr Weston has provided two photographs which have been forwarded to LCC 8/3/18 – email update, Adam Hill, LCC – thank you for the specific location, I can now raise a job for the new chevron to be installed 5/7/18 – Adam Hill email notes that the Chevrons are in good condition from Church Langton to Tur Langton (B6047 Melton Road) but makes no mention of the missing chevron</p>
1/18	<p>Reported 6/3/18 - B6047, Melton Road (just across the road from the missing chevron above) bend sign which appears to be loose on its post as it blows round when there are high winds.</p>	<p>8/3/18 – email update, Adam Hill, LCC – job will be raised to re clip the loose bend sign 5/7/18 email notes the “Bend” sign is twisted and that a job has been raised for the sign to face the right way</p>
2/18	<p>Kibworth Road, Tur Langton – Tractor Sign has been hit (Identified by LCC and notified to TLPC 8/3/18</p>	<p>8/3/18 – email update, Adam Hill, LCC - a job has been raised for a new post to be installed 5/7/18 – no update on email from Adam Hill</p>
3/18	<p>B6047 just passed junction with Cranoe Road travelling towards Church Langton – 30 mph countdown marker post leaning. (Identified by LCC and notified TLPC 5/7/18</p>	<p>5/7/18 – email Adam hill - job raised for new foundation</p>