



**Minutes of the Extraordinary Parish Council Meeting held at the Village Hall Tur Langton  
13<sup>th</sup> December 2016**

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

In attendance: Alison Gibson, Clerk

		Action
1.	<b>143/16 - Apologies for absence –</b> Cllr K Briggs, work commitments - <b>Resolved to accept this apology</b> Cllr J Haynes – no reason for absence given	
2.	<b>144/16 - Declarations of pecuniary interest and granting of dispensations – none</b>	
3.	<b>145/16 - To approve the minutes of the previous meeting held on 22<sup>nd</sup> November 2016</b> <b>Resolved that the Minutes of the Parish Council Meeting held on 22/11/16 be approved and adopted as a true record.</b>	
4.	<b>146/16 - Questions from members of the public – none present</b>	
5.	<b>147/16 – Clerk’s Report</b> 5.1 <b>LRALC update</b> <ul style="list-style-type: none"> <li>• Newsletter 6 – November 2016, including articles on: <ul style="list-style-type: none"> <li>○ Ombudsman coverage for Parish Councils</li> <li>○ Capping of Parish Councils</li> <li>○ Resilience Planning</li> <li>○ LRALC Draft Strategic Plan Consultation – item for next agenda</li> <li>○ External Audit – SAAA Ltd appointment of auditors – also NALC press release</li> <li>○ NALC Dependant Carers’ Survey – item for next agenda</li> </ul> </li> <li>• Rural Community Council – new website</li> <li>• Defibrillator update – electronic copies of forms have been submitted to order defibrillator and cabinet (minute 129/16, 22/11/16 refers), hard copies to be sent in with cheque. Mr James Tyson has offered to be the lead person for weekly checks and reporting via Webnos system</li> </ul>	
6.	<b>148/16 – Village Hall - Signing of Lease</b> There is a new solicitor for Merton College, Mr Vishal Bhuttae. The Lease and Design Brief are currently with Mr Gloag for approval. Notices will have to be served on the council to exclude the provisions of the Landlord and Tenant Act 1954 and the clerk has to sign a declaration confirming the council understands its contents. This can be either a “Statutory Declaration”, which would involve the council engaging a solicitor so that the declaration can be “Sworn” or a “Simple Declaration”, which does not require a solicitor but cannot be signed until 14 days have elapsed from the warning notice. It has been agreed with Mr Gloag that a “Simple Declaration” will be sufficient. Mr Bhuttae had outlined the steps to be taken before the lease can be signed and these are shown at Appendix 1	
7.	<b>149/16 – Neighbourhood Plan</b> 7.1 <b>Approval of Draft Document –</b> this had been circulated to Councillors and Steering / Environment Group members. Some feedback has been received. Gary Kirk from Yourlocale is currently away and so the feedback has not yet been incorporated into the document, therefore it is not possible to approve the draft at this stage 7.2 <b>Arrangements for Consultation event – 19/1/17 –</b> it was felt that the time frame is too short and so it was agreed to rearrange this to February, date tbc. This will enable the draft document to be agreed at the Parish Council meeting on 10/1/17. The meeting on 19/1/17 can be used as a planning meeting to review display boards etc. and clarify scoring	

## Minutes of meeting 13/12/16

7.3	<p>of housing sites. Cllr Bladon will liaise with Gary Kirk</p> <p><b>Grant Funding Update</b> – once Yourlocale invoice is paid (10.1 below) there will be £380 left of the Awards for All funding, allocated for amendments following pre-submission consultation. It is anticipated this will be invoiced for in March 2017; however the deadline for spending the grant money is 31/12/16. Clerk has contacted the funder and they are happy for the money to be held back to the end of March. Awaiting response from Gary Kirk as to what other funding will be needed. £47.04 held in budget for salaries, to be claimed when stakeholder letters are sent out.</p>	Cllr Bladon										
8.	<p><b>150/16 – Planning and Enforcement</b></p> <ul style="list-style-type: none"> <li>• 16/01574/FUL - Change of use of existing domestic garage to multi-use building for garaging and stabling - The Stables Main Street TL – to note permitted</li> <li>• 16/01957/TCA – works to trees, The Elms, Main Street, Tur Langton – <b>Resolved to support</b></li> </ul>											
9.	<p><b>151/16 – National Highways and Transport Public Satisfaction Survey</b> – response agreed</p> <p><b>Highways snagging list</b> – this was circulated and updated – see Appendix 2</p>											
10.	<p><b>152/16 – Finance</b></p> <p><b>10.1 To approve for payment:</b></p> <ul style="list-style-type: none"> <li>• Yourlocale – Neighbourhood Planning Professional Support - £4,500 + £900 VAT = £5,400 (Awards for all grant)</li> <li>• Clerk Salary December 2017: <table style="margin-left: 20px; border-collapse: collapse;"> <tr> <td style="padding-right: 10px;">Salary</td> <td style="text-align: right;">£158.08</td> </tr> <tr> <td>HWA</td> <td style="text-align: right;">£8.67</td> </tr> <tr> <td>Monthly Costs</td> <td style="text-align: right;">£13.68</td> </tr> <tr> <td>2 hours setting up time</td> <td style="text-align: right;">£18.24</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>£198.67</b></td> </tr> </table> </li> </ul> <p><b>Resolved to approve these payments</b></p> <ul style="list-style-type: none"> <li>• Cheque signed for The Community Heartbeat Trust for defibrillator £2,001. (Section 234, Public Health Act 1936). Authorised min 129/16 22/11/16</li> </ul> <p>10.2 To approve transfer between MHBS and HSBC Accounts – Resolved to transfer £7,000.00 from Market Harborough Building Society Account to HSBC Account</p>	Salary	£158.08	HWA	£8.67	Monthly Costs	£13.68	2 hours setting up time	£18.24	<b>Total</b>	<b>£198.67</b>	
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11.	<p><b>153/16 – Dates of next meetings</b></p> <p>Tuesday 10/1/17 at 7.30 p.m.– Full Parish Council meeting  Tuesday 7/3/17 at 7.30 p.m. – Full Parish Council meeting</p> <p>Tuesday 9/5/17 at 7.00 p.m. Annual Parish Meeting followed by Annual Parish Council meeting at 7.30 p.m.</p>											

**Agenda item 6 – Village Hall Lease**

Steps to completion of lease:

1. Documents to be agreed by the College.
2. Both parties agree a Term Commencement Date – sometime in January 2017. The earliest Mr Bhuttae would suggest would be one week after the Council's meeting – potentially the 17<sup>th</sup> January
3. Mr Bhuttae will amend the documents to include the Term Commencement Date and update the Break Date and Rent Commencement Date
4. Mr Bhuttae will then prepare engrossments of the lease – one part to be sent to the College for execution and a separate counterpart to be sent to us. He will serve the Warning Notice on the Council at the same time.
5. Mr Bhuttae will prepare a Simple Declaration
6. Once the council has received the documents, clerk will sign the lease and the declaration and then return the documents to Mr Bhuttae
7. The College will also send their signed and sealed part back to Mr Bhuttae.
8. Once Mr Bhuttae is holding both parties counterparts, he will formally complete the lease by entering the date and the lease will commence.

## Highways Snagging list

	<b>Issue and date reported</b>	<b>Progress</b>	<b>Outcome</b>
1.	30mph sign wrong way round B6047 (coming from Billesdon on LHS) Rep Oct 2016 by clerk	9/12/16 – to be looked at and works processed for it to be completed Adam Hill (LCC)	
2.	Village Name sign damaged Cranoe Road (coming from Cranoe on RHS) Rep Oct 2016 by clerk	9/12/16 – to be looked at and works processed for it to be completed Adam Hill (LCC)	
3.	Give way signs damaged (Cranoe Road junction with B6047) Rep Oct 2016 by clerk	9/12/16 – to be looked at and works processed for it to be completed Adam Hill (LCC)	
4.	Bends in roads sign knocked down Kibworth Road (leaving village on LHS) Rep Oct 2016 by clerk	9/12/16 – to be looked at and works processed for it to be completed Adam Hill (LCC)	
5.	Repeater count down signs all pointing in different directions B6047 travelling from Tur Langton to Church Langton Rep 9/12/16 by clerk	9/12/16 – to be looked at and works processed for it to be completed Adam Hill (LCC)	
6.	Collapsed gulley Opposite “Mount Pleasant” ,Shangton Rd Rep Cllr Weston date? Rep clerk 9/12/16	9/12/16 - Passed to relevant team for inspection Adam Hill (LCC)	12/12/16 - works have now been completed Reference 9743576 Rahila Mussa (LCC)
7.	Pothole Main Street near “Chestnuts Rep Cllr Weston date? Rep clerk 9/12/16	9/12/16 - Passed to relevant team for inspection Adam Hill (LCC)	Work Completed, confirmed Cllr Weston