

Minutes of Hoton Parish Council Meeting

Held at Hoton Village Hall on Monday 5th November 2018 at 8pm

In attendance: Cllr Cassell (Chairman), Cllr Isbister (Vice-Chairman), Cllr Seymour, Cllr Eady, Cllr Gane, Mrs Jarvis (Parish Clerk).

071/18 **To receive apologies for absence**

None received

072/18 **Declarations of interest**, disclosable pecuniary, personal or personal that could lead to bias, by Parish Councillors to items on the agenda

None

073/18 **To review the councillors' register of members' interests and update if required**

This item duplicated minute reference 048/18.

074/18 **To approve and sign the minutes of the previous meeting of the Parish Council, held 1 October 2018**

Resolved: To approve and sign the minutes as a true record.

075/18 **Questions from members of the public** (10 minutes)

None

076/18 **Local Policing Report**

There was one theft reported in August and one burglary dwelling reported in September whereby entry was forced through a rear door.

077/18 **Borough Councillor's Report** (Cllr Bokor)

Cllr Bokor sent her apologies and a written report informing that the Prestwold Park licence will have new conditions attached following the licence review.

078/18 **County Councillor's Report** (Cllr Shepherd)

Cllr Shepherd sent his apologies and had nothing to report.

079/18 **To make comments and agree any action on the following planning application:**

(a) To make comments and agree any action on the following planning application:

18/02250/REM Stanford Hall (reserved matters application relating to appearance, landscaping, layout and scale) for outline planning permission (12/02070/HYBRID) for the development of a national clinical rehabilitation facility.

Resolved: to make a comment to support the application.

080/18 **Business**

(a) To receive the annual asset inspection and agree any action

Resolved: The 2018 asset inspection was agreed and signed by the clerk and chairman, with a note made that the gardening tools are in very good condition. Action for the repair of assets that are not playground equipment were agreed last month, cleaning of the picnic bench in the wildlife area is also needed and will be looked at when the bench is moved to a more suitable location. Clerk to review the ownership of the clock and projector.

(b) To receive the annual playground safety inspection and agree any action

Cllr Seymour presented an analysis of the playground safety inspection (filed with the inspection report). A foothold on the toddler unit needs repairing and rubber caps for covering the long bolts will be sought. The trim trail is nearing the end of its life. Moles are causing a problem again.

Resolved: to spend up to £150 on mole removal.

- (c) **To agree a budget of expenditure for the replacement of plants on the playing field raised beds damaged by adverse weather conditions in 2018.**
Resolved: To spend up to £50 on plants and £100 on trees.
- (d) **To authorise payments to the Village Hall Management Committee for a Christmas tree and an annual payment for the use of the hall by the Parish Council.**
Resolved: To make a payment of £150 for a Christmas tree and £480 for use of the hall for parish council meetings.
- (e) **To review the grounds maintenance arrangements for the burial ground.**
 Cllr Isbister reported that the burial ground working party had met and a detailed description of work needed is being compiled. The contribution of the PCC should be spread evenly over the year and the agreement to run to the end of the parish council's contract with its ground maintenance contractors. The trees at the burial ground to be added to the survey of trees done for the playing fields.
- (f) **To agree the payment to be made for grass cutting at the burial ground.**
 It was agreed to pay for the three full cuts that had been made in September and October and to request credit notes for the remaining invoices when the work was incomplete.
- (g) **To consider any action required regarding development at 40 Loughborough Road.**
 Cllr Cassell reported on discussions with LCC re the gateway feature, which may include markings on the road. A new planning application for the building under construction has been submitted; it is likely that the gateway feature will again be conditioned if the application is successful.
- (h) **To review development under construction against agreed plans.**
 An enquiry has been made to CBC to check development at 52 Rempstone Road is classed as permitted development. The adverts on the roadside nearby also need to be looked into. Enforcement may take action on the portacabins on the builder's yard if they are not removed when the building nears completion.

081/18 **Correspondence for discussion**

- (a) **Email from resident regarding pavement parking and speed limits on Rempstone Road**
 Pavement parking is a police matter and the resident has been advised of this. A letter requesting a change in the speed limit to be sent.
- (b) **Midlands Rural Housing - rural housing needs workshop**
 It was not considered necessary to attend this workshop.
- (c) **Soar Valley Liaison meeting**
 No action
- (d) **Unitary Councils**
 A large amount of correspondence from a variety of sources had been received and circulated by the clerk for information.
- (e) **Public consultation on the review of polling districts**
 The village hall remains the most suitable location for a polling station. Notices for public have been placed on the noticeboards.
- (f) **Re: community response workshop**
 No action required

082/18 **To received reports from councillors**

- (a) **Playground Safety Inspections**
 Cllr Seymour reported that inspections had been carried out since the last meeting. The annual asset inspection was reported under 080/18 (b)

(b) Neighbourhood Plan

Cllr Eady reported that there will be a meeting on 14 November to discuss the correspondence received to the draft plan.

(c) Meeting with a representative of the Prestwold Estate

A meeting has yet to be arranged.

(d) Other councillors' reports – for information only

Cllr Gane had put the poppies on the lamp posts in the village and Cllr Cassell reported that he had received a number of comments of appreciation.

083/18 Finances

(a) Financial update

As of 30 September 2018, the Bank Account balances stood at:
Current £60, Reserve £23,854.67, giving a total of **£23,914.67**.

(b) To approve the second quarter bank reconciliation, accounts summary and forecast of receipts and payments to the year end

Resolved: to approve the second quarter bank reconciliation, accounts summary and forecast of receipts and payments.

(c) To discuss the draft budget for 2019/20 (to be agreed at the January Parish Council meeting.

A draft budget was distributed by the clerk; councillors to suggest additional items prior to finalising the budget at the January meeting.

(d) To agree the payments due for the month:

	£
Clerk's salary for 11/09 to 10/10	As agreed
Clerk's expenses	15.00
Clerk's (Lighthouse fee Sept)	11.57
Clerk's salary (H Jarvis) for 11/10 to 10/11	As agreed
Clerk's expenses	15.00
Clerk's (Lighthouse fee Oct)	11.65
Clerk's wages (C Blain)	82.44
LRALC – Clerk 1, 2 & 3 training (3x£40)	120.00
M&BG grounds maintenance (Sept and Oct 2 x 167.50)	335.00
M&BG burial ground (Sept and Oct 2 x 66)	*
M & S Gane (donation to Royal British Legion for poppies)	75.00
Hoton Village Hall (Hall Hire)	480.00
Hoton Village Hall (Christmas Tree)	150.00
Custom Group Ltd. (Curtains)	3562.93
Total payments	£5356.90

Payment for village hall curtains to be withheld until the work has been completed satisfactorily.

*Burial ground payment as per minute item 080/18(f).

084/18 To receive the clerk's report

A copy is filed with the minutes

085/18 To review the hours worked by the clerk

The clerk reported that she had worked 40.5 hrs in excess of her contracted hours. This is due to new clerk's training, two additional extraordinary meetings and many unusual issues arising in the period that she has been in office. It was resolved to pay these hours.

086/18 To agree items for the press release

Police report, pavement parking, village hall curtains, Christmas tree, burial ground.

087/18 To receive agenda items for the next meeting

The annual budget and precept

088/18 The next meeting will be held on Monday 7th January at 8 p.m. in Hoton Village Hall

The meeting closed at 10.01 p.m.

These minutes are a true and accurate record _____ Cllr Cassell,
Chairman

Date _____