

# HOTON PARISH COUNCIL

To Cllrs Cassell, Isbister, Eady and Doherty

You are summoned to attend the meeting of Hoton Parish Council to be held via a virtual platform on Monday 4<sup>th</sup> May 2020 at 8:00 p.m. to transact the following business.

*Hellen Jarvis*

Mrs H Jarvis, Clerk to the Council

29 April 2020

## Meeting of Hoton Parish Council Agenda

1. **To receive apologies for absence**
2. **Declarations of interests:** disclosable pecuniary interests; personal interests; or personal interests that may lead to bias, by parish councillors to items on the agenda.
3. **To adopt revised Standing Orders**
4. **To approve and sign the minutes of the parish council meeting held on Monday 2 March 2020**
5. **To co-opt councillors for Hoton**
6. **Police report and correspondence**
7. **Borough Councillor's report**
8. **County Councillor's report**
9. **To make comments and agree any action on the following planning applications:**  
*(Items in italics for information only)*
  - a. P/20/0379/2: 11 Hollytree Close; Hoton
  - b. P/20/0526/2: Land on the west side of Rempstone Road, Hoton; Discharge of Conditions 5, 7, 8, 12, 13, 16, 17 & 27 of P/17/2070/2
  - c. P/20/0552/2: Falcon House, 38 Loughborough Road, Hoton: Demolition of rear lean-to extension and alteration to the former coach house (Listed Building Consent).
  - d. *P/20/0689/2: The Thatch, 28 Wymeswold Road, Hoton: Fell 1x eucalyptus due to subsidence damage. Decision made: do not make a tree preservation order.*
  - e. *P/19/1757/2: Discharge of conditions 5, 7, 8, 12, 13, 14 and 17 of P/18/2144/2. Confirmed.*
10. **Business**
  - a. To agree any action following the cessation of payments by the Parochial Church Council towards the maintenance of the burial ground.
  - b. To receive and consider the findings of the review of the system of internal control conducted by Cllr. Doherty.
  - c. To approve the risk assessment.
  - d. To approve the donation of curtains in the village hall to the Village Hall Management Committee.
  - e. To review the asset register and approve the replacement value of assets for insurance purposes.
  - f. To agree the assets to be insured.
  - g. To agree and confirm the arrangements for insurance cover in respect of all insured risks.
  - h. To approve membership of NALC and LRALC
  - i. To agree the amount to be paid to Burton on the Wolds, Cotes and Prestwold Parish Council towards the Neighbourhood Plan preparation
  - j. To approve payment for the lock purchased by the clerk under emergency standing orders for the play equipment.
  - k. To agree to reimburse the clerk for items purchased to ensure the functioning of the council during the Covid-19 pandemic.

**11. To discuss and agree any responses to the following correspondence:**

- a. Emails from a number of residents relating to development to the rear of 1-5 Loughborough Road, Hoton
- b. Email from the Prestwold Estate: Wild Bird Conservation Project
- c. Charnwood Borough Council: Consultation on the Draft Model Code of Conduct
- d. Charnwood Borough Council: Preferred Option Consultation on the Draft Charnwood Local Plan (2019-36)

**12. To receive and consider reports from councillors**

- a. Neighbourhood Plan Cllr Eady and the clerk
- b. Other councillor reports – for information only

**13. To receive the playing field report and agree any action arising**

**14. To receive the clerk's report**

**15. To approve payment of overtime worked by the clerk**

**16. To agree to set up a working party to review the hours worked by the clerk**

**17. Finance**

- a. Report on an error by National Westminster Bank
- b. To agree and sign the end of year bank reconciliation and Summary of Accounts for the year ended 31 March 2020
- c. Financial update
- d. To approve any changes to the budget for 2020-21
- e. To review the banking arrangements and bank mandate
- f. To agree payments due for the month:

	£	
Clerk's salary – standing order (April)	255.00	
Clerk's expenses – standing order (April)	15.00	
Mrs H Jarvis (Lighthouse fee – March)	21.98	
Clerk's salary – standing order (May)	255.00	
Clerk's expenses – standing order (May)	15.00	
Mrs H Jarvis (Lighthouse fee – April)	20.35	
Mrs H Jarvis (salary adjustment)	29.24	
M&BG Burial Ground (March)	60.00	
M&BG Playing fields grounds maintenance	TBA	
Came & Company (insurance)	TBA	subject to item 10(f)
LRALC (NALC and LRALC membership)	172.63	subject to item 10(g)
Mrs H Jarvis (telephone kiosk paint, lock, headphones and Zoom registration)	102.07	subject to items 10(i) and 10(j)
Burton on the Wolds, Prestwold and Cotes PC (Neighbourhood Plan)	TBA	subject to item 10(h)

**18. To agree the format and frequency of meetings during social distancing restrictions**

**19. To agree items for the press release**

**20. To receive agenda items for the next meeting**

Members of the public are always welcome at meetings of the Parish Council. To join this meeting online or by telephone please contact the clerk for instructions on how to do this. Please note that the public will only be allowed to speak during the part of the meeting allocated to questions from members of the public.