

HOTON PARISH COUNCIL

To Cllrs Cassell, Isbister, Eady, Doherty, Dargie and Smith

You are summoned to attend the meeting of Hoton Parish Council to be held via a virtual platform on Monday 2nd November 2020 at 8:00 p.m. to transact the following business.

Hellen Jarvis

Mrs H Jarvis, Clerk to the Council

27 October 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 review the members register of interests and update if required**
4. **To approve and sign the minutes of the parish council meeting held on Monday 5 October 2020**
5. **Police report and correspondence**
6. **Borough Councillor's report**
7. **County Councillor's report**
8. **Questions and comments from members of the public (10 minutes)**
9. **To make comments and agree any action on the following planning applications:**
 - a. P/20/1213/2: Erection of bungalow to replace existing mobile home. Plot 2, Hoton Park
 - b. P/20/1732/2: Proposed permanent retention of 3 existing ancillary office unit (granted temporary permission under P/14/2391/2)
 - c. P/20/1079/2: Hoton Store decision
 - d. P/20/1757/2: Discharge of conditions: land adjacent to 40 Loughborough Road
 - e. P/20/2070/2: Monitoring of the development and discharge of conditions P/20/0754/2 and P/0526/2
 - f. P/20/1800/2: 1 Hollytree Close: Crown reduction of 1 Ash and 2 Beech
10. **Business**
 - a. To receive the additional arboricultural survey of the wildlife area and agree any action and associated costs
 - b. To review the arrangements for maintenance of the Burial Ground and the agreement with the Parochial Church Council
 - c. To appoint grounds maintenance contractors for the burial ground, grass verges and playing field.
 - d. To respond to the National Highways and Transport Public Satisfaction Survey
 - e. To review the Playing Fields Working Party Terms of Reference
 - f. To appoint the members of the Playing Fields Working Party
 - g. To approve the changes to annual holiday entitlement for the clerk.
 - h. To receive the clerk's Display Screen Self Assessment and agree who will complete section B
 - i. To agree to a job evaluation for the clerk to be conducted by LRALC
 - j. To agree the amount of any contribution to the Village Hall Committee for a Christmas Tree and use of the hall for meetings.
 - k. To allocate responsibilities for actions arising from the annual asset inspection

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

- a. Email from resident regarding litter in the verges
- b. Email from resident regarding action to be taken to reduce traffic problems on Wymeswold Road
- c. Reply from the Prestwold Estate to various questions raised by residents
- d. Report to cabinet on the Community Speed Enforcement Initiative
- e. Charnwood Borough Council Five Year Housing Supply
- f. LCC Snow Warden Guidance
- g. Email from Cllr Shepherd regarding the wildflower verge scheme

12. To receive reports from councillors and agree any action and expenditure arising:

- (a) Speed reduction – Cllr Isbister
- (b) Burial Ground – Cllr Isbister
- (c) Bus Shelter – Cllr Doherty
- (d) Playing Field – Cllr Dargie
- (e) Other councillors’ reports – for information only

13. To receive the clerk’s report

14. Finance

- (a) Financial update
- (b) To approve the second quarter bank reconciliation, accounts summary and forecast of receipts and payments to the year end
- (c) To discuss the draft budget for 2021/22 (for approval at the January meeting)
- (d) To approve the Council’s reserves policy
- (e) To agree the payments due for the month:

	£
Clerk's salary - October (S/O)	255.00
Clerk's expenses - Oct (S/O)	15.00
Mrs H Jarvis (Lighthouse fee September)	19.55
Mrs H Jarvis (Zoom fee September & October 2x14.39)	28.78
Mrs H Jarvis (Salary adjustment and overtime) (paid 11 Oct)	82.83
Clerk's Salary - November S/O)	282.36
Clerk's Expenses – Nov (S/O)	15.00
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M&BG Ltd – burial ground (paid 5 Oct)	120.00
M&BG Ltd (2 x playing field/burial ground Oct/vergesx1	612.00
Village Hall Committee (subject to item 10j)	TBA
Wickstead Ltd (replacement swing seats)	119.40
Outwood Care Ltd (Bus stop bench)	348.00
Mrs H Jarvis (for Safety Netting)	46.32

15. To review the hours worked by the clerk

16. To agree the items for the press release

17. To receive agenda items and agree the date and format for the next meeting

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