

Minutes of Hoton Parish Council Meeting

Held remotely via Zoom on Monday 2nd November 2020 at 8pm

In attendance: Cllr Cassell (Chairman), Cllr Isbister (Vice-Chairman), Cllr Doherty, Cllr Dargie, Cllr Smith, Cllr Smith, Mrs Jarvis (Parish Clerk), Borough Councillor Bokor, County Councillor Shepherd and one member of the public.

The meeting commenced at 8.06 p.m.

116/20 To receive apologies for absence

None. Cllr Eady had sent a message to say he was held up in another meeting and would arrive as soon as possible.

117/20 Declarations of interests: disclosable pecuniary interests; personal interests; or personal interests that may lead to bias, by parish councillors to items on the agenda.

None

118/20 To review the members' register of interests and update if required

Councillors were asked if there were any changes to the declarations on their register of members' interest held by Charnwood Borough Council. Cllr Smith had not submitted her declarations and was made aware that this should have been done within 28 days of having accepted office.

119/20 To approve and sign the minutes of the parish council meeting held on Monday 5 October 2020

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

120/20 Police report and correspondence

No reports have been received since August.

121/20 Borough Councillor's report

Cllr Bokor gave no report but spoke of the national lockdown due to comment on Thursday 5 November and stated that she was not willing to be involved in any complaint the parish council may make against the planning control process.

122/20 County Councillor's report

Cllr Shepherd had no Hoton related county matters to report on but suggested using the formal complaints procedure if the parish council is unhappy about the recent responses from highways development control.

123/20 Questions and comments from members of the public (10 minutes)

Mr Byers introduced himself as the agent for the Prestwold Estate and spoke of the redevelopment of the model farm buildings and ornithological matters on the estate, confirming that shoots will continue next year.

124/20 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

Resolved: Not to make any comments on this application.

Cllr Eady arrived during the next item.

b. P/20/1732/2: Proposed permanent retention of 3 existing ancillary office unit (granted temporary permission under P/14/2391/2)

Resolved: To object to this application; the reasons for the existing permission being temporary still apply; nothing significant has changed, and no justification has been offered in planning terms for the change to permanent status.

c. P/20/1079/2: Hoton Store decision

A legal overview had been obtained from LRALC. Cllr Isbister reported that he and Cllr Eady continue to work on understanding the processes; the wide ranging issues meant that help may be required to pursue any legal action.

Cllr Bokor and Mr Byers left the meeting.

d. P/20/1757/2: Discharge of conditions: land adjacent to 40 Loughborough Road

Resolved: To send a further request to Mr Hammond for information about the village gateway feature.

e. P/20/2070/2: Monitoring of the development and discharge of conditions P/20/0754/2 and P/0526/2 (Egg laying units on Rempstone Road)

A large vessel has been installed underground but the conditions surrounding drainage has not been discharged due to concerns raised by the local lead flood authority. The width of the footpath is inadequate. The clerk will liaise with Charnwood BC on these points.

Cllr Shepherd left the meeting.

f. P/20/1800/2: 1 Hollytree Close: Crown reduction of 1 Ash and 2 Beech (For information only)

125/20 **Business**

a. To receive the additional arboricultural survey of the wildlife area and agree any action and associated costs

Resolved: To note the contents of the report. A site visit will be arranged by Cllr Dargie and the clerk will ascertain if it is possible to apply for a grant from the Playing Field Association funds for any work required.

b. To review the arrangements for maintenance of the Burial Ground and the agreement with the Parochial Church Council

A payment of £200 had been received towards the maintenance costs. The clerk advised that the agreement with the PCC runs out at the end of the calendar year and a review is required.

c. To appoint grounds maintenance contractors for the burial ground, grass verges and playing field.

This item was deferred.

d. To respond to the National Highways and Transport Public Satisfaction Survey

Resolved: Not to make a response.

e. To review the Playing Fields Working Party Terms of Reference

Resolved: Not to make any changes to the terms of reference.

f. To appoint the members of the Playing Fields Working Party

Resolved: To appoint Cllrs Dargie, Smith, Doherty and Eady to the working party, with Cllr Isbister stepping down. Mr M Seymour, Mr R Dargie and Mrs F Walker have indicated that they would be willing to sit on the working party; Cllr Dargie will contact them to confirm. Mr D Seymour is currently a member of the working party and will be asked if he wishes to continue.

g. To approve the changes to annual holiday entitlement for the clerk.

The clerk's contract is linked to the national pay award for local government officers increased the minimum annual leave entitlement 21 to 22 days.

Resolved: to increase the annual leave to 22 days per annum.

h. To receive the clerk's Display Screen Self-Assessment and agree who will complete section B

This item was deferred.

i. To agree to a job evaluation for the clerk to be conducted by LRALC

This item was deferred.

- j. **To agree the amount of any contribution to the Village Hall Committee for a Christmas Tree and use of the hall for meetings.**
Resolved: To make a donation of £144 to cover the cost of a Christmas Tree outside the village hall.
Resolved: To pay £120 for use of the hall for meetings held in the hall up until March 2020.
- k. **To allocate responsibilities for actions arising from the annual asset inspection**
This item was deferred.

126/20 **To discuss and agree any responses to the following correspondence:**

- a. **Email from resident regarding litter in the verges**
Resolved: To thank the resident for their community service and explain that the parish council is not be able to support a request for additional signage.
- b. **Email from resident regarding action to be taken to reduce traffic problems on Wymeswold Road**
Three residents had offered suggestions to reduce the HGVs and speeding traffic on the road.
Resolved: To pass the ideas to the speed reduction party and thank residents for their thoughts.
- c. **Reply from the Prestwold Estate to various questions raised by residents**
Clarification of some points had been discussed with the estate manager during item 123/20. Cllr Doherty will look to see if it is still difficult for walkers to get past the locked gate.
- d. **Report to cabinet on the Community Speed Enforcement Initiative**
The contents of this will be examined by the speed reduction working party.
- e. **Charnwood Borough Council Five Year Housing Supply**
The local plan is now considered out of date. As a consequence, the method of calculating the five-year housing supply must change resulting in an undersupply of housing. The clerk will email councillors explaining the consequences of this.
- f. **LCC Snow Warden Guidance**
Resolved: Not to advertise for a snow warden.
- g. **Email from Cllr Shepherd regarding the wildflower verge scheme**
It was felt that this item needed further consideration.

127/20 **To receive reports from councillors and agree any action and expenditure arising:**

- (a) **Speed reduction – Cllr Isbister**
There has been no meeting of the speed reduction working party.
- (b) **Burial Ground – Cllr Isbister**
The burial ground working party has not met.
- (c) **Bus Shelter – Cllr Doherty**
The shelter has been ordered and awaiting delivery. Cllr Doherty will obtain quotes for installation.
- (d) **Playing Field – Cllr Dargie**
The new swings will be fitted this weekend.
- (e) **Other councillors' reports – for information only**
None

128/20 **To receive the clerk's report**

Due to time constraints, the clerk said she would circulate this to councillors.

129/20 **Finance**

- (a) **Financial update**
No update was given
- (b) **To approve the second quarter bank reconciliation, accounts summary and forecast of receipts and payments to the year end**
Resolved: To approve these documents.

(c) To discuss the draft budget for 2021/22 (for approval at the January meeting)

Resolved: To arrange a separate meeting to put forward options and to enable new councillors to understand the process before finalising at the January meeting.

(d) To approve the Council's reserves policy

This item was deferred.

(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
Mrs H Jarvis (Lighthouse fee October)	19.41
Mrs H Jarvis Overtime (to be paid 11 Nov)	322.16
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)	264.00
Wickstead Ltd (replacement swing seats)	119.40
Outwood Care Ltd (Bus stop bench)	*348.00
Mrs H Jarvis (for Safety Netting)	46.32
Total	£2549.81

* subject to delivery of the item.

130/20 **To review the hours worked by the clerk**

This item was deferred

131/20 **To agree the items for the press release**

There were no items for the press release.

132/20 **To receive agenda items and agree the date and format for the next meeting**

An informal meeting will be held on 7 December.

The meeting closed at 10.01 p.m..

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

Date _____