

# CARLTON PARISH COUNCIL

## Minutes of a meeting held at Seasons Restaurant, The Gate Hangs Well, Barton Road, Carlton at 19:30 hrs on Tuesday 9<sup>th</sup> November 2021

**Present:** S G Tupling (Chairman), J H Boston, S J Cooper, M Vann (Councillors), M Cook (Borough Councillor), 1 member of the public, C J Peat (Clerk).

### 1. Administrative matters

#### a) Apologies for absence from Councillors

**It was resolved** that an apology from Cllr Sarson be accepted.

#### b) Declarations of interests (including Disclosable Pecuniary Interests) and requests for dispensations in respect of items on the agenda

There were none.

### 2. Minutes of the meeting of 14<sup>th</sup> July 2021

**It was resolved** that the minutes be confirmed and they were signed by the Chairman.

### 3. Reports, questions and comments from the following

#### a) Parish Councillors

The Chairman **thanked** a parishioner for donating a surplus security camera, and Cllr Sarson and the Clerk for mounting it on a tree pointing at the sewage works entrance with the intention of deterring fly tipping.

The Chairman noted that the FoSACC had not arranged an event around the lighting of the Christmas tree in 2021 because the event had lost money in 2020. The Chairman suggested that in future the trees in the churchyard might be illuminated instead of having a tree on Carlton Green, with a carol service and refreshments associated with the Community Hub. The Clerk suggested that three rowan trees might be planted in the W part of the churchyard to replace the dead cherry and rowan. **It was resolved** that these suggestions be made in writing to the FoSACC and the PCC, with the decision on funding for 2022 to be made at the next PC meeting.

Cllr Boston reported fly tipping on Congerstone Rd.

Cllr Cooper reported that he had removed an accumulation of 22 bags of dog faeces from the kissing gate at the junction of footpaths S68 and S77. The incident had been publicised on the village Facebook page.

Cllr Cooper also expressed concern about the amount of litter, and particularly plastic, along roads, footpaths and in the countryside. Various courses of action were discussed, and **it was resolved** to liaise with the KCTG with a view to mounting a focussed campaign around the annual Spring Clean litter pick in March 2022.

#### b) Leicestershire County Council

There was no report.

**c) Hinckley & Bosworth Borough Council**

Cllr M Cook advised of serious problems in the Planning Dept at H&BBC. Councillors and the Clerk were concerned by the mounting backlog of planning applications, the lack of informed Officers to defend appeals, and the absence of effective enforcement.

**d) Carlton Neighbourhood Watch Group**

Ms R Yule reported that there had been one case of criminal damage and/or arson in June, but no reported crime in July, August or September.

**e) Horticultural & Produce Show**

Mr Sharp reported that this year there had been 121 entries from 29 parishioners, compared with 87 entries from 17 parishioners in 2020 (but during Covid-19 restrictions; p.1810/3a refers). The show had been held in a marquee on the East Green because the church had been closed, and had attracted 140 visitors.

<u>Receipts</u>	<u>£.p</u>	<u>Payments</u>	<u>£.p</u>
Brought forward	10.22	Prize money	50.00
Grant from PC (p.1822/11b)	40.00	Schedule printing	20.00
Grant from PC (p.1838/6)	55.00	Marquee hire	55.00
Entry money	60.50	Judge's gift	10.00
Donations	5.00		
<b>Total</b>	<b>170.72</b>		<b>135.00</b>
Balance	35.72		

In 2019 (the most recent comparable year) the show had been held in the church. There had been 121 entries from 31 parishioners and 105 visitors (p.1778/6 refers). Holding the show closer to the main fete had resulted in 35 more visitors, an increase of 33%, but at a higher cost. The show would be held in the church in 2022.

Mr Sharp and the Clerk **were thanked** for organising the show and making report. **It was resolved** that the balance be carried forward to 2022.

**f) Parish Clerk**

**Speeding traffic and inconsiderate driving** – complaints had been received, and the Police had been asked to carry out speed enforcement.

**CPPG** – minutes of 6 meetings held between 20<sup>th</sup> July and 7<sup>th</sup> October **were noted**. H&BBC **was thanked** for printing the questionnaires free of charge. The questionnaires had been issued, most had now been collected and the coding of responses had begun.

**Carlton Gate information board** – final proofs had been approved on 10<sup>th</sup> October.

**Cemetery Paths Project** – had been postponed because the path from Main St to the church door had been dug up sooner than expected.

**Church extension** – building works had begun on 19<sup>th</sup> June and completed in October.

Fitting out and decoration were almost complete. The extension would be open to the public for the first time at 10.15 am on 4<sup>th</sup> December for a Christmas Coffee Morning and Sale.

**Churchyard** – in June, spoil from the excavations for the building works at the Church had been used to level up an area of the churchyard near the weeping silver birch tree, and a hollow on the S side of the kissing gate in the SE corner of the cemetery field. At the beginning of November turf had been laid on the banks alongside the church path, and

the compacted and disturbed ground around the church tower and the new building had been levelled, cultivated and seeded with grass. The CGG **was thanked** for carrying out these works, and Cllr Vann **was thanked** for the donation of grass seed for the most recent work. Two tree stumps on the W side of the church path in front of the church had turned out to be bigger and less rotten than expected and work was in progress to remove them. Restoration work had not yet begun on the area behind the churchyard wall on the W side of the churchyard used for storage and the workmen's portable toilet.

**Churchyard wall** – had been monitored on 23<sup>rd</sup> August and had returned almost exactly to the position in August 2020.

**Fly tipping** – a plastic box containing rubbish and what appeared to be oil had been dumped on the southern side of Lount Rd in June. The box had been tied up with yellow *Enviro Crime Scene* tape, and then later after it had been interfered with, with yellow *Biohazard* tape. H&BBC had advised that hazardous materials were so marked for collection by a specialist contractor. The box had still been in place on 20<sup>th</sup> October and a complaint had been made to Borough Cllr M Cook that the current policy meant that materials identified as hazardous were left exposed to the public for long periods when they should be removed promptly. The box had become filled with rainwater at the end of October, and the liquid from it had been washed onto the highway verge: updated photos had been forwarded to Cllr Cook who **was thanked** for her support. H&BBC had removed the box and additional fly tipping on 3<sup>rd</sup> November, and had advised that they planned to introduce a more efficient hazardous waste removal procedure which would speed up the removals and save money.

**Parishes Forum** – would be held on 2<sup>nd</sup> December at Sport in Desford. **It was resolved** that the Clerk request agenda items on (i) the handling of fly-tipped hazardous waste and (ii) the procedures for dealing with unauthorised encampments on public and private land.

**Fly tipping** – on Lount Rd, Congerstone Road and two separate tips on Bufton Lane had been cleared by H&BBC.

**Audit** – no objections had been made to the PC's accounts, and the audit had been concluded in July (p.1832/9 refers).

**Bus timetable** – had been printed and installed (p.1836/3a refers).

**CDJO** – deliberately broken glass bottles had been cleared from near the TPA on three separate occasions during August.

**CDJO** – the CGG was thanked for removing the decaying chestnut logs next to the picnic table and installing a bench seat made from recycled timber.

**Barton Road** – the decapitated oak tree (p.1820/3e) had been pruned to a good leading shoot, and the hedge around it and the other oak sapling trimmed so that a mechanical hedge trimmer would not need to cut close to it.

**Bosworth Rd** – displaced road junction sign had been re-aligned.

**Carlton Road** – a pothole near Westfields Lane had been reported to LCC Highways and repaired.

**Congerstone Lane** – damaged railings had been reported to LCC Highways and were scheduled for repair.

**Main St** – a sunken gully cover outside 63 Main St had been reported to LCC Highways and marked up for repair.

**Main St** – a bent post in the verge at the junction with Bosworth Rd had been marked with hazard tape and reported to H&BBC who had scheduled it for removal. LCC Highways had refused to install posts to prevent car parking on this verge.

**Nailstone Rd** – 2 blocked gullies had been reported to LCC for clearance.

**Nailstone Rd** – Cllr Sarson and the Clerk **were thanked** for cutting back vegetation which had been obscuring the *Give Way* sign.

**Street nameplates** – Cllr Sarson and the Clerk **were thanked** for washing the street and village nameplate and Neighbourhood Watch signs.

**Footpath S87** – Cllr Vann and Mr Piggon (CFG) **were thanked** for re-aligning the plank bridge over the ditch at the new kissing gate (p.1830/5e).

**Barlestone Neighbourhood Plan** – consultation draft had been published and **was noted**.

**Adult Care & Support Services Directory 2021** – reference copy received.

**A5** – submission made to National Highways Route Strategy consultation.

**NHT Public Representative Survey** – completed and returned.

**NALC** – remote meetings survey completed and returned.

**DLUHC** - Department for Levelling Up, Housing and Communities has replaced MHCLG - Ministry of Housing, Communities & Local Government.

A list of digital communications and reports received would be copied to each Councillor, and copies of any files would be forwarded on request. Additional written documentation would be circulated.

#### **g) Members of the public**

There were no questions; members of the CGG **were thanked** for their work in the churchyard.

#### **4. Project for P&CIF funding in 2022**

**It was resolved** that the Clerk prepare and submit an application for the purchase of 12 m<sup>3</sup> of playbark to BS EN 1177 to top up the Toddlers Play Area.

#### **5. Wild flower planting in churchyard**

A meeting of participants in the NGS Carlton Gardens opening had suggested the sowing of a strip of wild flowers along the eastern side of the churchyard in front of the church. **It was resolved** that this proposal be approved and implemented.

#### **6. Report on the Annual Inspection of the Toddlers Play Area**

**It was resolved** that the report be noted. **It was noted** that the chestnut logs used as seats next to the picnic table had been replaced by a bench seat.

#### **7. Report 2021-16: Survey of roadside ash trees**

**It was resolved** that Report 2021-16 be noted.

#### **8. Report 2021-17: Quarterly report on speed and traffic monitoring**

**It was resolved** that Report 2021-17 be noted.

#### **9. Financial matters**

##### **a) Report 2021-18: Quarterly financial statement 1<sup>st</sup> July-30<sup>th</sup> September 2021**

The monthly current account statements had been checked and signed as required (p.1515/9c refers), and the reconciliation was checked against the most recent statements for all bank accounts. **It was resolved** that Report 2021-18 be approved.

##### **b) Reimbursement of costs incurred by the Clerk**

The Clerk presented his record of costs for examination, and **it was resolved** that costs of £446.87 be reimbursed, comprising £70 contribution towards broadband subscription

(April-Oct), £345.81 costs, and £31.06 VAT. The figure of £345.81 included £86.75 for grass seed and turf for the churchyard, and £55.83 for furniture oil and timber for the CDJO.

**c) Provision of an answerphone for the Clerk**

**It was resolved** that the Clerk be authorised to spend up to £75.00 on an answerphone.

**d) Changes to banking arrangements imposed by HSBC**

HSBC had closed the Community account (which had been free), and moved the PC to a Business Account on 1<sup>st</sup> November. The Business account would be subject to charges, including a monthly fee of £8.00 plus £1.00 per cheque issued. The Clerk estimated that the annual cost of this account would be £130.

The charge for cheques might be avoided by signing up for internet banking, but this would not provide the security of requiring the signatures of two Councillors on every cheque.

**It was resolved** that no action be taken, but that this matter be kept under review.

**e) Report 2021-19: Preliminary financial estimates for 2022-23**

The preliminary estimates, various figures and options were discussed. **It was resolved** that Report 2021-19 be updated for consideration at the next (Finance) meeting.

**10. Planning matters**

**a) Planning applications and appeals submitted**

**2021/CM/0149/LCC Installation of 1 No. Sodium hydroxide dosing kiosk.** Mkt Bosworth Sewage Treatment Works, Congerstone Lane. PC had no objection and welcomed this proposal because the process would improve the quality of the effluent discharged to Carlton Brook.

**b) Comments submitted under delegated powers**

**It was noted** that the following comments had been submitted by the Clerk under delegated powers after consultation with Members and the Chairman (p.1472/10a refers).

**21/00905/CLP Certificate of lawful proposed development for detached building at rear of house, 36 Main St.** PC had no objection.

**21/01008/FUL Dropped kerb.** Overdale, Bosworth Rd. PC had no objection.

**21/00966/OUT Residential development for up to 90 dwellings (including affordable housing) with public open space, landscaping, sustainable drainage system (SuDS) (re submission of 20/00345/OUT).** Land south of Market Bosworth Cemetery, Shenton Lane. PC objected on grounds that (a) residential development is not supported by the Market Bosworth Neighbourhood Plan; (b) preferred sites for residential development have already been identified, will meet local needs, and have better access and less impact on the local landscape than the application site; (c) the access roads linking the development site with Market Bosworth Town centre shops, schools, surgery, and major transport routes are narrow, lack footways and are already congested; (d) the site does not provide pedestrian or cycle access to Sutton Lane; (e) the site lies outside the defined settlement boundary; (f) the introduction of built

development into this site would be out of character with the existing open verdant and rural character of the area; (g) the development would have an unacceptable enclosing effect on Market Bosworth Cemetery; (h) residential development additional to that already planned will impact on access to local health services and schools.

**c) Planning applications and appeals determined**

**d) Enforcement matters**

There were none.

**11. Information session: Cemetery management**

A briefing paper had been copied to Councillors before the meeting and the Clerk explained the various procedures and answered questions. It was important for Councillors to be aware of these matters because they might be called upon to arrange a burial if the Clerk was absent.

**12. Date, time and place of the next meeting and meetings calendar for 2022**

**It was resolved** that the Annual Finance Meeting be held at 19:30 hrs on Wednesday 12<sup>th</sup> January 2022 in Saint Andrew's Church, Main Street, Carlton.

**It was resolved** that meetings be held on the following dates: 9<sup>th</sup> March; 11<sup>th</sup> May (Annual Meeting); 13<sup>th</sup> July; 14<sup>th</sup> September; 9<sup>th</sup> November 2022; and 11<sup>th</sup> January 2023 (Finance).

The meeting closed at 21:15 hrs.

**Signed** \_\_\_\_\_ **Date** \_\_\_\_\_

**Abbreviations used in these minutes**

CDJO	Carlton Diamond Jubilee Orchard
CFG	Carlton Footpath Group
CGG	Carlton Gardening Group
FoSACC	Friends of Saint Andrew's Church Carlton
H&BBC	Hinckley & Bosworth Borough Council
KCTG	Keep Carlton Tidy Group
LCC	Leicestershire County Council
NHT	National Highways & Transport Network
PC	Parish Council
TPA	Toddlers Play Area