

CARLTON PARISH COUNCIL

Minutes of a meeting held at Saint Andrew's Community Hub, Main Street, Carlton at 7pm on Wednesday 12th March 2025

Present: S G Tupling (Chairman), J H Boston, I Sarson, M A Vann (Councillors),
M A Cook (Borough Councillor), 7 members of the public, C J Peat (Clerk).

1. Administrative matters

a) Apologies for absence from Councillors

It was resolved that an apology from Cllr Arnold be accepted.

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

Cllr Tupling declared an interest in planning application 25/00114/HOU. This application was not considered at the meeting.

2. Minutes of the meeting of 8th January 2025

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

Cllr Vann drew attention to the unkempt appearance of the grass verge at the eastern side of the CDJO. **It was resolved** that the PC's grounds maintenance contractor be asked to provide a quotation to mow this area of grass.

b) Leicestershire County Council

Cllr B Harrison-Rushton had advised that he would not be standing for re-election in May and **was thanked** for representing the Division for the last four years, and for his last report on LCC business, the LCC Budget and free play sessions.

c) Hinckley & Bosworth Borough Council

Cllr M A Cook **was thanked** for a report on local matters, and for attending two meetings with PC representatives.

d) Carlton Neighbourhood Watch Group

Ms R Yule reported that there had been one public order offence in November, and no reported crime in December 2024.

e) Parish Clerk

KCTG – the Annual Spring Clean Litter Pick would be held on 16/3, starting at 10am.

Park Runs – Cllrs Cook and Arnold had attended a site meeting with the Ranger in Market Bosworth Country Park on 8/2 (p.1960/3c refers). The paths had been eroded by freak

weather but due to economies only planned maintenance would be carried out in the Spring. There was a rolling programme of maintenance.

MHCLG – agreed responses submitted to consultation on local audit reform (p.1961/3e refers).

Footpath S68 – the CFG **was thanked** for fixing chicken wire to the plank footbridge over the watercourse to provide a better footing for walkers.

Church gate – had been repaired on 3/2 at a cost of £80 (p.1962/6 refers).

HSBC – a safeguarding review had been carried out on 11/2 with the Chairman and Clerk, and Cllr Boston had submitted requested documentation on 21/2.

Banking matters – the Barclays Business Premium account had been closed and the balance transferred to the new Hinckley & Rugby Building Society 45 Day Notice account (p.1962/5 refers).

Noticeboard – would be collected on 18/3; posts and fixings were in the Clerk's garage; H&BBC **was thanked** for a grant of £300 from the Community Equipment fund (p.1962/7 refers). The manufacturer had quoted £150 for delivery. **It was resolved** that a mileage allowance of £50 be paid to the Clerk to collect the noticeboard.

Main St – will be closed on 14/3 between numbers 34 and 70 to allow Severn Trent Water to replace a manhole.

Shackerstone Walk – would be closed on 2/6 to allow LCC to repair the collapsed drain. **It was noted** that problems with flooding in Shackerstone Walk had been reported to LCC Highways on 25/10/22 (p. 1881/3e, 1886/3e, 1894/3e, 1916/3f refer).

Horticultural & Produce Show and Church Fete – would be held at The Rectory on 30/8.

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.

f) Members of the public

Members of the public voiced objections to planning application 25/00127/P3CQ on the grounds of a dangerous access to the highway, poor condition of the access drive, poor pedestrian access, traffic generation, cramped appearance and isolated position.

A member of the public reported that the Carlton Defibrillator Group would shortly be holding a training session for CPR.

4. Local government reorganisation

Central government had decreed that Leicestershire must be covered by unitary authorities and required interim proposals to be submitted by the end of March 2025. The Clerk had copied a general briefing paper to Councillors.

Cllr Arnold had reported on an on-line briefing held by LCC. LCC proposed to set up area committees to manage local issues such as planning. It also appeared likely that alternative proposals for unitary authorities across Leicestershire might be submitted to government.

Proposals were being developed by the County, District and City Councils and Rutland (which was already a small Unitary Authority), but so far there did not appear to be any general agreement. This matter would be decided by higher level councils and central government and although token public consultations were taking place they would be unlikely to have a significant impact on the final proposals.

It was resolved that no further action be taken.

5. Report 2025-03: Monitoring of the churchyard wall

It was resolved that Report 2025-03 be approved and that monitoring be continued.

6. Restoration of the turnpike milepost

It was resolved that Mr Clamp be invited to restore the turnpike milepost.

7. Provision of an additional defibrillator

The landlord of the Gate Hangs Well had agreed that a defibrillator with a mains electricity supply could be sited on an external wall of the pub, subject to a written agreement (p.1960/3a refers). Cllr Sarson advised that the Carlton Charity Lands would be meeting in the following week and would be likely to offer a grant to support the provision and maintenance of a defibrillator. The H&BBC Community Equipment grant fund could also be expected to support this acquisition. It was suggested that maintenance would be simplified if the new defibrillator was the same make and model as the existing one.

It was resolved that the Carlton Defibrillator Group be asked if they would be prepared to monitor an additional defibrillator, and that the project be considered at the next meeting.

8. Notices on the former BT telephone kiosk

It was resolved that two notices reading 'Information' be replaced with notices reading 'Defibrillator'.

9. Playing field project

Confidential discussions had taken place, but this project had not progressed. **It was resolved** that a review of the current position and options be prepared for consideration at the next meeting.

10. Planning matters

a) Planning applications and appeals submitted

25/00127/P3CQ Notification to determine if prior approval is required for the change of use of three agricultural buildings to seven smaller dwelling houses (Class C3).

Carlton House Farm, Congerstone Lane. **It was resolved** that the PC object to this proposal as submitted on the grounds that (i) the access track is too long and narrow to serve 7 dwellings; (ii) the proposal introduces traffic across the access from Dovecote Cottage to the stable and paddock, and across footpath S75 (the Leicestershire Round); (iii) the proposal does not provide for safe pedestrian access from the site to (a) Congerstone Lane and Main Street or (b) footpath S75, Little Lane and the village; (iv) there is no provision for a turning area at the end of the access drive to the east of plot 7; (v) the proposal will create a very dense residential development which will not be well related to other built development or the settlement of Carlton; (vi) the proposal does not make provision for bin storage at the highway boundary on Congerstone Lane. The PC recommended that a speed survey be carried out at the site entrance on Congerstone Lane, considered it unfortunate that the occupiers of plots 3-7 would not be able to enjoy the extensive views to the north of the site; suggested that the density of the development might be reduced by using plot 3 as garaging for 4 vehicles for plots 1-2; plot 5 as garaging for plots 4 and 6, and providing parking spaces for plot 7 on the eastern side of the plot. The PC noted that a foul sewer crosses footpath S75 to the west of the site;

noted that the floor plans show fireplaces, but the elevations did not appear to show chimneys or flues. The PC recommended that each dwelling should have a source of heating additional to electricity in case of winter power cuts. The PC noted that the first floor plans show large void spaces under the roofs and suggested that these could provide valuable storage spaces without increasing the habitable floor space. The PC stated that should the Local Planning Authority be minded to approve this application, the PC recommended that: 1. the access track be widened at the junction with Congerstone Lane so that two vehicles can stand clear of the road if another vehicles is approaching along the track from the north; 2. The whole length of the access track be surfaced with bound materials; 3. a bin storage area be provided at the highway boundary; 4. Passing places be provided half-way between Congerstone Lane and the hovel, and half-way between the hovel and the site entrance; 5. Marked pedestrian crossing places with warning signage be provided between Dovecote Cottage and the stable, and where footpath S75 crosses the access drive; 6. A path be provided in the north-eastern corner of the site so as to link the dwellings to Little Lane which is a safer and shorter link between the site and the village for pedestrians; 7. Additional parking spaces be provided for visitors and delivery vehicles; 8. A turning place be provided at the eastern end of the parking bays; 9. Electricity supplies be provided at each parking space to enable vehicle charging; 10. Provision be made for bat roosting sites.

b) Comments submitted under delegated powers

25/00024/LBC Renovation of dwelling including the demolition of a modern lean-to storage building, replacement of all windows and doors, reinstatement of two windows, addition of rooflights, installation of an EV charging point and internal alterations including the demolition of internal walls and staircase. Manor House Farm, 45 Main St. PC strongly supported application, which would restore this historic building and bring it back into beneficial use.

25/00047/HOU Erection of a timber shed and pergola. Manor House Farm, 45 Main St. PC had no objections.

25/00114/HOU Single storey rear extension. 4 Orton Close. PC had no objection.

c) Planning applications and appeals determined

Hinckley National Rail Freight Interchange. Permission refused by the Secretary of State (p.1735/11d refers).

2024/TPO/0145/LCC. T2 Yew to fell. Primrose Cottage, 11 Barton Road. Permission granted.

d) Planning enforcement matters

There were none.

11. Reimbursement of costs incurred by the Clerk

The Clerk presented his record of costs for examination, and **it was resolved** that costs of £413.28 be reimbursed, comprising £80 contribution towards broadband subscription, £50 mileage for collection of noticeboard, £243.44 costs, and £39.84 VAT.

12. HSBC bank mandate

The Chairman agreed to include this as an additional agenda item as it did not require a new decision. When presenting a request to transfer funds after the last meeting (p.1962/5), it had become apparent that HSBC had not implemented the updated mandate signed on 17 May 2023 (p.1902/4e). Fortunately the funds transfer had gone ahead because two of the signatories were on the old mandate. The problem had not come to light before because cheques signed by the new signatories had been accepted and paid. However, bank staff had refused to discuss the problem or reveal details of the authorised signatories to the Clerk because the Clerk was not an authorised signatory to the account.

The Chairman and Clerk had visited HSBC in Hinckley on 10/2 with personal identification documents. The existing mandate was the one signed on 8 May 2019; the mandate submitted in May 2023 had not been implemented, and the solution was to sign a new mandate form which required a resolution.

Accordingly **it was resolved** (i) that bank accounts be continued with HSBC UK Bank plc ('the Bank') and the Bank is authorised to: a) pay all cheques and act on other instructions for payment signed on behalf of the Council by any two of those listed overleaf (the 'signatory') whether any account of the Council is in debit or credit; b) deliver any item held on behalf of the Council by the Bank in safe keeping against the written receipt or instructions of C J Peat, Responsible Financial Officer of the Council; and c) accept C J Peat, Responsible Financial Officer of the Council as fully empowered to act on behalf of the Council in any other transaction with the Bank. (ii) That the Council agrees that any debt incurred to the Bank under this authority shall in the absence of written agreement with the Bank to the contrary be repayable on demand. (iii) That the Responsible Financial Officer (the 'Proper Officer') is authorised to supply the Bank as and when necessary with lists of persons authorised to sign, give receipts and act on behalf of the Council, and that the Bank may rely upon such lists. (iv) That these resolutions be communicated to the Bank and remain in force until changed by a resolution of the Council and a copy, certified by the Chief Executive and the Proper Officer, is received by the Bank.

A new mandate for the PCs accounts with HSBC Bank was signed by Councillors.

13. Date, time and place of the next meeting

It was resolved that the Annual Parish meeting be held at 7pm on Wednesday 14th May 2025 in Saint Andrew's Community Hub, Main Street, Carlton, to be followed at 7.30pm by the Annual Meeting of Carlton Parish Council.

The meeting closed at 8pm.

Signed _____

Date _____

Abbreviations used in these minutes

CDG Carlton Defibrillator Group
CFG Carlton Footpath Group
KCTG Keep Carlton Tidy Group
MHCLG Ministry of Housing, Communities & Local Government
PC Parish Council

CDJO Carlton Diamond Jubilee Orchard
H&BBC Hinckley & Bosworth Borough Council
LCC Leicestershire County Council