

CLAWSON, HOSE & HARBY PARISH COUNCIL
REPORT BY THE CLERK TO THE PARISH COUNCIL FOR THE ORDINARY MEETING TO BE HELD
REMOTELY ON MONDAY 17th AUGUST 2020 VIA ZOOM AT 7PM

The Ordinary Meeting will start at 7pm but be postponed for 15 minutes should any member of the public, Borough/County Councillor or Police representative wish to discuss any matter with, or give a report to, the Parish Council. Correspondence relating to the items below will be available to Cllrs before the meeting.

To join the Zoom Meeting, please follow the meeting link below:

<https://zoom.us/j/99161611699?pwd=VjhMT1pRdGFNTG00d2x6SXNNRDRzdz09>

Or via the Zoom app:

Meeting ID: 991 6161 1699 Password: 498584

Instructions for using the Zoom remote meetings app can be found on: <https://support.zoom.us/hc/en-us>

1 COUNCILLORS PRESENT & APOLOGIES FOR ABSENCE

2 NOTIFICATION OF DECLARATION OF INTERESTS

3 MINUTES OF THE ORDINARY MEETING dated 20th July 2020 (copy attached)

4 PLANNING MATTERS

4a Planning Decisions - Permission granted

i The Old Vicarage, 43 Church Lane, Long Clawson, Melton Mowbray *20/00665/TCA*

T1,2: Norway spruce - poor specimens with one sided growth - fell

T3,4: Limes - crown lift over road to 5.5 metres to clear traffic

T5,6: Sycamores - dead - fell (exempt from conservation planning)

Permission refused Nil Received

4b Appeals lodged / Inspector's decisions/Withdrawn applications Nil Received

4c Planning Applications

i The Chestnuts, 24 West End, Long Clawson, LE14 4PE *20/00788/TPO*

T1, T3 – Horse Chestnut – Height reduction and corresponding crown reduction by 35%

T2 – Horse Chestnut - Height reduction and corresponding crown reduction by 35%. Removal of overhanging lower branches.

T4 – Lime – Overall height reduction by 35-40%

(PC observations submitted by 14.8.2020 – extended to 18.8.2020)

ii Hose Lane Farm House, Hose Lane, Harby. LE14 4BJ *20/00824/GDOCOU*

Conversion of ex-dairy parlour building and red brick farm buildings at Hose Lane Farm to 2 x dwellings.

FOR INFORMATION ONLY

(PC comments deadline - 19.8.2020)

iii Land Adjacent Field OS 2448, Hickling Lane, Long Clawson *20/00819/GDOAGR*

An agricultural grain store and general store – an agricultural building

FOR INFORMATION ONLY

(PC comments deadline – 19.8.2020)

iv Barn at Field OS 4158, Pasture Lane, Hose *20/00827/GDOCOU*

The development of an existing barn into a single dwelling

FOR INFORMATION ONLY

(PC comments deadline – 19.8.2020)

v Vale Farm, Meadows Lane, Hose, Melton Mowbray *20/00659/GDOAGR*

Agricultural building

FOR INFORMATION ONLY

(PC comments deadline – 26.8.2020)

vi Overbrook, 2 Mill Lane, Long Clawson, LE14 4NU *20/00219/FUL*

AMENDED APPLICATION RECEIVED 28.7.2020

2 Mill Lane -

Demolition of existing bungalow and small storage buildings, replacement of existing vehicle bridge over brook, construction of new driveway, construction of 3 no. new single storey dwellings, construction of new carpark area for surgery parking only, new flood compensation area adjacent to brook.

Land between 9-11 Mill Lane -

Removal of carpark area, construction of 1no. new dwelling.

Hybrid application

Full planning - replacement of vehicle bridge, new driveway and new dwelling on plot 1.

Outline planning - residential plots 2,3 & 4, new carpark area, new flood compensation area. Matters of layout to be considered.

(PC observations to be submitted by 27.8.2020)

vii Annies Dene, 40 Stathern Lane, Harby, LE14 4DA *20/00563/FULHH*

Proposed ground and first floor extension, and internal alterations.

AMENDED PLANS

(PC observations to be submitted by 20.8.2020)

viii Kimberley Farm House, Stathern Lane, Harby, LE14 4DA *20/00545/FUL*

Provision of New Stable Barn and All-Weather Exercise Arena and Change of Use of Land from Agriculture

PC observations to be submitted by 2.9.2020)

ix 2 Holmleigh Court, Hose, Melton Mowbray, Leicestershire *20/00861/FULHH*

Erection of a garage, stables and carport to the existing parking and hard standing area of

2 Holmleigh Court, Hose, Leics

(PC observations to be submitted by 2.9.2020)

4d Planning Correspondence

i 31.7.2020 – MBC - Notification of Provisional Tree Preservation Order - (Grounds of Land Adjacent 51 Stathern Lane, Harby) Tree Preservation Order (Ref: 151/908/14) (Copy Cllrs 10.8.2020)

ii 10.8.2020: MBC - Site at: Field OS 7858, Melton Road, Long Clawson, Melton Mowbray (Copy Cllrs 10.8.2020)

5 MATTERS TO REPORT

5a Items requiring action from Cllrs/third parties

i 28.7.2020: MBC - REMINDER : Registration of Disclosable Pecuniary Interests (Copy Cllrs 12.8.2020) All Cllrs to check and update Registration of Interests Forms if necessary.

Ii 4.4.2020: The National Lottery Community Fund – Approval of funding for Children’s Holiday Clubs ‘Active Children Together’ (Copy Chairman 4.4.2020) Finding Fitness have completed supplementary forms. Clerk to plan dates with Finding Fitness and contact Village Halls.

5b The following matters to be noted:

i 26.7.2020: Press Release for TTRO – Dickmans Lane, Harby for **5 days** from 24.7.2020 for Severn Trent Water to undertake apparatus repair work in the carriageway. (PC boards in Harby 27.6.2020)

ii 30.7.2020: Advance Notice of a TTRO – Watson’s Lane, Harby for **3 days** from 24.9.2020 to allow Severn Trent Water to undertake new service connection works from 24.9.2020. Press release to be issued 2 weeks before work commences. (Copy Cllrs 30.7.2020)

iii 4.8.2020: Emergency Press Release for TTRO – The Red Causeway cul de sac for **3 days** from 4.8.2020 so Severn Trent Water can repair a water main leak in the carriageway connection. (PC boards in Harby)

iv 5.8.2020: Press Release for Emergency TTRO - Closure of Pasture Lane for **3 days** from 5.8.2020 so Severn Trent Water can repair a significant water leakage. (PC boards in Hose)

v 5.8.2020: The National Lottery Community Fund – Payment Remittance ‘Active Children Together’ - £5885.00 (received in PC bank account)

vi 22.7.2020: Oldham Marsh Page Flavell – Estate of the late Mr Gale (Copy Cllrs 12.8.2020)

vii 11.8.2020: Press Release for TTRO - Church Lane from the School Lane junction to The Sands junction for **1 day** on the 25th August 2020 so LCC can carry out carriageway drainage repair work. (Copy Cllrs 11.8.2020 & LC noticeboards)

5c Reports from Councillors/Clerk

i Reports from Cllrs:

- Cllr Adams- Observation of leaning pole, East End, Long Clawson

- Cllrs McCulloch & Cheetham re Planning Committee Meeting – 23/7/2020

- Cllr Heald re ACVs on village pubs & delegate responsibility to complete ACVs on village shops

- Cllr Oldershaw – playground risk assessments & RoSPA report actions / Advice received from LRALC

- Community Actions Working Groups – Cllr Dames to join Community Facilities. Feedback from initial observations

- ii 19/50 Reports from PC village hall committee representatives:
 - Long Clawson
 - Hose
 - Harby
- iii Report from clerk:
 - Notice of Public Rights & Publication of Unaudited Annual Governance & Accountability Return (2019/20) published on PC website on 27.7.2020 & PC noticeboards. Inspection period – 3.8.2020 – 15.9.2020 (30 working days).
 - Annual Governance & Accountability Return (AGAR) plus supporting documents submitted to external auditor on 31.7.2020
 - Update on PC policy reviews
 - Training – None attended
 - Incident Register: 3 x incidents logged
 - Clerk reported blocked drain on corner of School Lane / Burden Lane, Harby. Works ordered by LCC.
 - Harby resident reported thistles growing in the rocky area of Leys playground. Handyman cleared.
 - Debris on highway – West End, Long Clawson – cleared by LCC
 - LC Cemetery & closed Churchyards:
 - 1 x request to intern ashes with members of the same family
 - Playgrounds: Risk Assessments / Action Plan following RoSPA reports – Cllr Oldershaw
 - Report from resident about rubbish on The Leys on Sunday 9.8.2020
 - Allotments: Waiting List – LC x 4, Harby x 4 (2 requests this month), Vacant Hose x 2
 - Cllr Oldershaw has mowed the overgrown allotment in Harby and half of the adjacent allotment
 - 23.7.2020: Harby tenant - requesting permission to prune overhanging tree branches (Copy Harby Cllrs 29.7.2020) The same tenant has also offered to keep the weeds down on vacant allotments.
 - 30.7.2020: Harby tenant – request to fix tap again and update on gate repair (Copy Cllrs 12.8.2020)
 - Street Lighting: Nothing to report
 - Village Greens:
 - VG64 – Correspondence from tree surgeon re rowan tree (Copy Chairman 21.7.2020)

6 ACCOUNTS FOR PAYMENT

Budget review to end of July, bank statements & invoices below will be available for inspection. Bank statements to be reconciled by a different Cllr each month, following reconciliation by clerk. Invoices to be checked/initialed by a Cllr before the meeting.

i	TSB Bank plc	(DD)	£7.65	Bank charges
ii	NEST	(DD)	£128.17	Pension contribution
iii	HMRC	(Bacs)	£189.11	Tax & NI
iv	Mr B Mills	(Bacs)	£554.44	Wages & expenses
v	Mrs C Buckle	(Bacs)	£1012.01	Wages & expenses
vi	Summerland's	(Bacs)	£1236.29	Grounds maintenance
vii	BT	(Bacs)	£69.76	PC landline & internet
viii	E.ON UK plc	(Bacs)	£707.76	Electricity – July
ix	James Howden Builders	(Bacs)	£859.20	Leys Car Park posts & repairs to Pingleydyke ramp
x	Cartridge Save Limited	(Bacs)	£176.45	Cllr ink, toner & drum unit
xi	Arthur J Gallagher (Pen Insurance)	(Bacs)	£1578.12	Annual PC Insurance

7 CORRESPONDENCE

7a Correspondence for Information (detailed below & available to Cllrs) (Please refer to Appendix 1 for full list of electronic Correspondence for Information)

7b Correspondence for Discussion (detailed below & available to Cllrs)

- i 21.7.2020: British Heart Foundation – Defibrillator enquiry (Copy Cllrs 21.7.2020)
- ii 24.7.2020: Air Ambulance Service – Textile bank (Copy Cllrs 29.7.2020)
- iii 4.8.2020: LRALC - Remote Meetings – Update (Copy Cllrs 10.8.2020)
- iv 5.8.2020: Stathern Parish Council - Stathern Neighbourhood plan pre submission consultation (Copy Cllrs 10.8.2020)
- v 6.8.2020: Harby VH Committee Member – Request for disabled bays at the Leys car park (Copy Cllrs 12.8.2020)
- vi 7.8.2020: MBC - Planning for the future (Copy Cllrs 10.8.2020)
- vii 10.8.2020: LRALC - Planning consultations (Copy Cllrs 10.8.2020)

viii 11.8.2020: Rural Community Council - Please support our charity (Copy Cllrs 11.8.2020)

7c Urgent correspondence received after the clerk's report and requiring discussion

8 Resolution to approve ongoing use of The Pingle Village Green by the Crown and Plough Public House

9 20/49 - Resolution to approve completed 'Community Right to Bid – Nominations Forms' for the application for ACVs (Asset of Community Value) to be placed on the 3 village pubs (Crown & Plough – Long Clawson, Rose & Crown – Hose, Nag's Head – Harby)

10 Resolution to consider and approve the location for an Air Ambulance Service Collection Bank at The Leys Car Park, Harby

11 20/58 – Storage Shed for Parish Council Equipment

To consider and approve rental of £30/year to store PC equipment in shed at Long Clawson Church /
To consider purchasing a new (replacement) shed in partnership with Harby Village Hall to store PC equipment.

12 20/54 - To review and approve the allotment charges for 2020/21

13 20/55, 20/31 - Resolution to approve amendments to Allotment Tenancy Agreement

14 20/60, 20/32 - Resolution to approve draft amendments to Grievance Policy

15 20/61, 20/33 - Resolution to approve draft amendments to Risk Assessment Policy

16 Resolution to approve ongoing maintenance and improvements to PC assets

17 20/51 - To consider improvements to general street furniture

18 20/35 - Website Accessibility

(PC to have Action Plan and Accessibility Statement in place by 23.9.2020)
See NALC Website Accessibility Requirements (Copy Cllrs 12.8.2020)

Clerk to Clawson Hose & Harby Parish Council – 01949 861452 - clerk@chhparishcouncil.co.uk – or <http://www.chhparishcouncil.co.uk>. Any member of the public may take photographs, film or audio-record the proceedings of, and report on, all Parish Council meetings



C Buckle – Clerk to Clawson, Hose & Harby PC

MATTERS ONGOING - NOT FOR DISCUSSION UNLESS REQUESTED

The following items required no further action and are discharged:

20/42 Councillors Present & Apologies for Absence

20/43 Notification of Declaration of Interests

Necessary actions have been taken on the following items and discharged

(Cllrs confirm where necessary)

20/44 Minutes of Previous Meeting

20/45 Planning Matters

20/46 Matters to Report

20/47 Accounts Paid

20/48 Correspondence

20/50 Resolution to approve the Parish Council Facebook page

20/52 Resolution to approve the use and placement of tables and chairs on The Pingle Village Green by The Crown & Plough Public House

20/53 Resolution to approve the Parish Council insurance renewal documents

20/56 To consider applications for sheds at Boyers Orchard Allotments (Allotments 49 & 50)

20/59 20/37 – 2019/20 Accounts

Responses awaited to actions on the following items:

- 19/55fiii C Arnold repair to rocking balance beam, The Leys. C Arnold is unable to complete this work. Clerk has requested a quote from Richard Scarborough.
- 19/67d A – Cllr Heald asking volunteers to move boulders in bark area, The Leys, to clear fall space – It was suggested that the PC await advice following the May / June ROSPA inspection. Clerk to obtain quotes.
- 19/67fiii Developer of old Dairy site, Langar Lane for reimbursement of cost of repair of streetlight. Clerk to follow up on this.
- 20/07 Review of Inventory of Land – Land / Asset Register to be formalised to include all land owned by the PC.
- 20/26f i Clerk to contact Western Power Distribution to arrange for the stay to be removed from the pole.
- 20/28ciii Working group to be set up to prioritise work identified in ROSPA playground inspections – Cllr Oldershaw to carry out Risk Assessment of each playground and report back to PC at August meeting.
- 20/45dv Application to prune back a weak branch of a sycamore in St Remigius Churchyard – awaiting response
- 20/46dCi Western Power pole, East End, LC – Cllr Adams to check and report back to clerk
- 20/46fiii Tree work in Long Clawson Cemetery
- 20/46fiii Boyers Orchard allotment gate repairs
- 20/57 Contact MBC re tree work on Coronation Avenue

Items awaiting further action which may not yet be discharged

Tasks Outstanding – Clerk

- 16/69f ii Finish drafting combined maintenance schedule for Harby Nature Reserve
- 18/121 Contact owners of unstable headstones in the cemetery where known and place a notice in the Melton Times, Clawson Clarion & Hose Piper, PC notice boards & gates asking for owners to contact the clerk. Plan updated with memorial details
- 19/115 & 19/97bi Amended Tree Policy - It was agreed that the clerk would contact LRALC and/or NALC to obtain guidance on the definition of risk before re-drafting and circulating the Tree Policy to all Cllrs for approval.
- 19/67fiii 18/152fii Tiles on site of removed climbing frame, Hose. Handyman to remove, Cllr Dunn to transport, Mrs H Cheetham to store for future use. Clerk to follow up with handyman. It was **agreed** to wait until after RoSPA inspection.
- 19/67fi Input data re streetlight pole checking on spreadsheet – Cllr Adams to begin this.
- 19/67fiii Amend Appendix B scale of fees & charges of Cemetery Rules & Regulations
- 19/102 The Rights of a Parish Councillor – It was **agreed** that Cllr Oldershaw would redraft the Grievance Policy for review at the June PC meeting (deferred to August).
- 20/34 Grounds maintenance contract and schedule review – Clerk to ensure contractor and PC have the same schedule. Cllrs to contact clerk with suggested changes.
- 20/35 Website Accessibility – Clerk to contact LRALC / 2Commue re PC website. PC to have Action Plan and Accessibility Statement in place by 23.9.2020
- 20/62 20/40 - To consider quotes for a new defibrillator in Hose – awaiting further quotes
- 20/63 20/41 – To discuss and plan repairs to Hose Churchyard wall

Deferred Items/Reminders for Future Tasks

- 15/167dA Online 'Get Mapping' of PC property recording unique ref numbers/inspection dates (ongoing)
- 18/66 Review LC cemetery charges every 4 years – next due 2022
- 19/22 Street light PC pole/column checking every 5 years – next due 2024
- 19/57biv Review of NALC model Financial Regulations 2019 & CHH PC Financial Regulations
- 19/103 Streetlight Working Party to meet early in 2020
- 20/30 Community Actions Working Groups