

CLAWSON, HOSE & HARBY PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING HELD REMOTELY ON
MONDAY 11th JANUARY 2021 VIA ZOOM

At 7.04pm the Chairman welcomed Borough Cllrs Evans and Steadman to the meeting. He asked if everyone was happy for the meeting to be recorded and there were no objections. The meeting was suspended, and the Chairman invited the Borough Cllrs to speak.

Borough Cllr Steadman gave an update on the following:

- The gate onto the canal towpath at Bridge 37 - Canal Lane, Long Clawson. This gate remains locked as the path belongs to the owners of the neighbouring property and, during the lockdown, there has been a significant increase in the number of walkers along the canal. It was **noted** that the property owners are within their rights to lock this gate and also that the Canal and River Trust has been asked to provide signs between Hose and the bridge so that cyclists and walkers are aware and can make use of the farm track during this time.
- Children's play equipment is being used by adults in some areas of Melton (no reports of this in the Vale).
- New development on Melton Road, Long Clawson – Residents of neighbouring properties have reported movement / hairline cracks in their own houses following works completed by Severn Trent Water. It was **agreed** that the Clerk would contact County Cllr Rhodes to follow up on this matter.

The Chairman thanked the Borough Cllrs for their comments and reopened the meeting at 7:13pm.

20/140 COUNCILLORS PRESENT & APOLOGIES FOR ABSENCE

Cllrs Adams (Chairman), Cheetham, Dames, Oldershaw and Simpkin.

Borough Cllrs Evans and Steadman.

Apologies received from Cllrs Dunn, Heald (Vice Chairman) and McCulloch.

It was unanimously **agreed** that the apologies be accepted.

Apologies also received from County Cllr Rhodes who would be joining the meeting late.

20/141 NOTIFICATION OF DECLARATION OF INTERESTS AND REQUESTS FOR DISPENSATIONS FROM COUNCILLORS ON MATTERS ON WHICH THEY HAVE A DISCLOSABLE PECUNIARY INTEREST Nil declared

20/142 MINUTES OF THE ORDINARY MEETING held on 14th December 2020 had been distributed with the Agenda. It was **agreed** that the Minutes be approved following a punctuation correction to Minute 20/132f i. There was a query about 20/131c iv and it was **agreed** that the Clerk would check the recording. The recording confirmed that there were no objections to planning application 20/01303/FUL so the Minutes were signed by the Chairman.

20/143 PLANNING MATTERS

20/143a Planning Decisions

Permission granted: Noted

- | | | |
|-----|--|----------------|
| i | Elder House, 2 Boyers Orchard, Harby, LE14 4BA
Proposed erection of single storey extension to rear of existing detached dwelling | 20/01181/FULHH |
| ii | 20 School Lane, Harby, LE14 4BZ
Proposed single storey rear extension | 20/00975/FULHH |
| iii | 2 Holmleigh Court, Hose, LE14 4JN
Single storey rear extension | 20/01133/FULHH |
| iv | 2 Holmleigh Court, Hose, LE14 4JN
Erection of 4no. Stables, Feed/Tack Room, Car Port, Garage and Access | 20/01183/FUL |

*(The following item was received after the Agenda was published but **noted** at the meeting)*

- | | | |
|---|--|--------------|
| v | Long Clawson Dairy Ltd, Hickling Lane, Long Clawson, LE14 4PJ
Relocation of cheese shop within site. Erection of new single storey building and access paths. | 20/01220/FUL |
|---|--|--------------|

It was **noted** with interest that work has started on a number of planning applications in this area before a permit has been given.

It was felt that an industrial unit of this size and scale would not be appropriate to the proposed rural location and character of the area and would introduce unacceptable levels of traffic on a single-track road, which is already used by agricultural vehicles from neighbouring farms. It was also felt that this would increase noise levels and therefore have a detrimental effect on the amenity of the neighbouring properties.

- iii Hollies, 1 Harby Lane, Hose, LE14 4JR 20/01408/TPO
T1 - Large Ash - Re-pollard to previous points, laterals over neighbours
reduced in by 2 metres for general maintenance

The Parish Council had no objections to this application.

20/143d

Planning Correspondence

- i 18.12.2020: Borough Cllr Steadman – Local Planning Observations. **Noted**

20/144 MATTERS TO REPORT

20/144a The following items required no further action and are discharged:

- 20/128 Councillors Present & Apologies for Absence
20/129 Notification of Declaration of Interests

20/144b Necessary actions have been taken on the following items and discharged:

- 20/117di Training with Jim Worley – Standing Offer – on planning applications. Response received
20/130 Minutes of Previous Meeting
20/131 Planning Matters
20/132 Matters to Report
20/133 Finance (including Accounts for Payment)
20/134 Correspondence
20/135 Year End Accounts 2019/20 – Conclusion of Audit
20/136 20/121 – To agree budget and precept for 2021/22
20/137 20/125 – To consider new ground's maintenance contract and schedule for 2021
20/138 To appoint 5 members of Long Clawson Parochial Charity for a period of 4 years
20/139 Clerk's Annual Appraisal

20/144c Responses awaited to actions on the following items:

- 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.
20/28ciii Working group to be set up to prioritise work identified in ROSPA playground inspections – Cllr Oldershaw has carried out Risk Assessments of each playground and reported back to PC (Minute 20/68f i)
20/45dv Application to prune back a weak branch of a sycamore in St Remigius Churchyard – awaiting approval from diocese
20/57 Contact MBC re tree work on Coronation Avenue
20/73 Resolution to consider and approve the location for an Air Ambulance Service Collection Bank at The Leys Car Park, Harby – Location confirmed (Min 20/86d Ci) Awaiting response from Air Ambulance
20/79 Clerk to obtain quotes for repainting gates at LC Cemetery, maintenance of roundabout at Hose Park and new PC signs in car parks and cemetery.
20/85di Virtual meeting with MBC Planning Officer & developer - 20/00397/OUT - Grange Farm, Hose
20/86f iii James Howden to repair rocking balance at The Leys playground
20/95 To consider request to join RCC (Rural Community Council) at £60/year – awaiting response from RCC re projects in the parish
20/96 20/81, 20/35 - Website Accessibility – Clerk to ensure all documents from 2018 are compliant
20/103f Richard Scarborough to replace gate onto The Leys

- 20/118i viii – Quote to remove asbestos from Allotment 12 – Long Clawson – Cllr Dunn to contact Clerk with recommendations.
- 20/118k iv – S/L 7 – Long Clawson – connect electricity to steel pole – awaiting response.
- 20/132f i - Clerk to discuss 'no dogs' signs with handyperson and order ASAP.
- 20/132f iv – Clerk to arrange for posts to be repaired on corner of Burden Lane – handyperson
- 20/132l i – Clerk to contact handyperson about moving Hose Village sign for restoration
- 20/132l ii - Clerk to contact handyperson to block off the slide whilst awaiting repair
- 20/132n i – Awaiting response re 'Standing Offer' Planning training – 18th / 25th January

20/144d Items awaiting further action which may not yet be discharged

A 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
- 20/35 Website Accessibility – Clerk to contact LRALC / 2Commue re PC website. PC to have Action Plan. Accessibility Statement was in place by 23.9.2020.
- 20/62 20/40 - To consider quotes for a new defibrillator in Hose / new site for current device.
- 20/63 20/41 – To discuss and plan repairs to Hose Churchyard wall
- 20/38fi Clerk to obtain & display notices for playgrounds (COVID-19 safety, dogs & litter)

B 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
- 20/127 To consider whether the PC should have an investment strategy and policy

C Items requiring action from Cllrs/third parties:

- i 5.1.2021: Jane Fraser – Hickling Local Nature Reserve Proposal – Request for suggestions for Management Plan (Copy Cllrs 5.1.2021)
It was **noted** that Borough Cllr Steadman has been in contact with Jane Fraser.
It was **agreed** that, currently, no action is required from the Parish Council on this matter.

20/144e

Traffic (including TTROs) Noted

- i 15.12.2020: Advance Notice for TTRO – Langar Lane and School Lane, Harby for no longer than 2 days from 15.2.2021 to allow Leicestershire County Council to carry out carriageway repair work and will incorporate a temporary road closure. (Copy Cllrs 5.1.2021) Press Release for PC boards to follow.

20/144f

PC Land

The Leys:

- i 30.12.2020: Harby Resident – Broken glass on The Leys – Reported to Cllrs 5.1.2021.
It was **agreed** that the Clerk would report this to the police if there are further issues.
10.1.2021: Harby Resident – As above and offer of help in future. (Copy Harby Cllrs 10.1.2021).
It was **noted** with thanks that Mr Dunlop had volunteered to help in the absence of the Parish Council Handyperson.
Village Greens:
- ii 14.12.2020: Cllr Oldershaw – Clawson Kindness – Friendship Bench / Picnic Table in Long Clawson.

It was **noted** that the Clawson Kindness group are keen to contribute to a friendship bench for the senior members of the area with the remaining grant received from the LCC Communities Fund. The Clawson Kindness group is continuing to look at potential locations but is does not wish to overcrowd the area.

20/144g

Car Parks

- i Mobility impaired car park markings completed on Monday 21st December (The Leys - Harby and The Sands - LC) - **Noted**

20/144h

Cemetery & Closed Churchyards

(The following item was not on the Agenda but discussed at the meeting)

- i Hedge on the South side of Long Clawson Cemetery looks to have collapsed in places and the wire fence appears to be down as well.
It was **agreed** that Cllr Adams would check the situation and report back at the next PC meeting.

20/144i

Allotments & Summer Keeps

- i Waiting List: Long Clawson x 3, Harby x 1, Vacant: Hose x 2. **Noted**
- ii 1st rent reminder letters. It was **noted** that these would be sent by the end of the week.

(The following items were not on the Agenda but discussed at the meeting.)

- iii 8.1.2021: Chairman – Overgrown Allotments (Hickling Lane x 2 and Melton Road x 1)
It was **agreed** that the Clerk would contact the tenants to request that these are dealt with.
- iv 11.1.2021: Harby Resident - Bonfires on Boyers Orchard Allotments, Harby (Copy Harby Cllrs & Chairman 11.1.2021)
It was **agreed** that the Clerk would respond to the resident and contact the allotment tenant responsible for the bonfire to request that metal garden incinerator is used in future so that any further bonfires may be contained.

20/144j

Community Orchards Nothing to Report

20/144k

Street Lighting

- i **20/118k, 20/98 : To consider streetlight locations:
Hose – Dairy Lane & footpath between The Green & Chapel Lane
Long Clawson – West End**
(Awaiting response from WPD)
It was **agreed** that the Chairman would ring WPD to follow up on this.

20/144l

Street Furniture (including bus shelters)

- i Bus shelters cleaned by LCC over Christmas - **Noted**

(The following item was not on the Agenda but was discussed at the meeting.)

- ii 11.1.2021: Grantham Canal Society - Request for dog waste bin (Copy Cllrs 11.1.2021)
It was **agreed** that Cllr Adams would contact the Grantham Canal Society to ascertain the exact location that they would like to dog waste bin to be situated.
It was **noted** that the PC would need to be mindful of the proximity of the neighbouring property and ensure that the bin can be accessed safely when collections are taking place.

20/144m

Playgrounds

- i Update on work to rocking balance – The Leys
It was **noted** that this work has not yet been completed. Clerk to contact James Howden.

- ii Slide on the Leys
It was **noted** that the handyperson has taped the slide off again, displayed a safety sign and will be blocking the top of the slide with a sheet of wood to stop it being used. It was **agreed** that the Clerk would contact playground equipment supplier to obtain a quote for the repair / replacement work.

20/144n

Training None attended

20/144o

Incident Register

- i 18.12.2020: Cllr Dames – Tree branches on Green Lane rubbing on telephone wires – Reported to LCC. Signposted to Borough Council.
It was **noted** that this has now been resolved but the trees are not the responsibility of LCC.
- ii Broken glass around half pipe – reported to Cllrs and handyperson. **Noted** - This was discussed in Minute 20/144f i.

20/144p

Reports from Cllrs

- i Cllr Oldershaw – Feedback on CCwK group
The following items were **noted**:
- CCwK group delivered 84 Christmas teas to the elderly residents of Long Clawson in lieu of a Christmas dinner that is usually provided and was much appreciated.
 - Since the start of Lockdown 3.0, phone calls have been made to residents to offer help collecting shopping / prescriptions etc. Less take up from residents this lockdown than previously.
 - A letter of thanks was received from Alicia Kearns, which was very much appreciated.
 - The group supported Santa on his journey through the village
 - A Christmas card was sent to each resident with a small gift inside. This included advice and up-to-date telephone numbers for support.
 - A non-contributory raffle was organised and a total of 99 different raffle prize donations were received, meaning that 1 in 5 households won a prize.
- ii **To consider actions and progress so far from Community Actions Working Groups**
(All Cllrs to update on progress & next steps)
Environmental – Cllrs Cheetham, Oldershaw & Thompson – Nothing to report
Transport – Cllrs Dunn, Heald & McCulloch – Nothing to report
Community Facilities – Cllrs Adams, Cheetham & Dames
7.1.2021: Vale First Responders - Vale & Fosseway Responders and defibrillators (Copy Cllrs Adams, Dames & Simpkin 7.1.2021) **Noted**
It was **agreed** that the correspondence would be commented on at the next meeting.
- It was **agreed** that all working groups would report back to the PC at the February meeting on progress made.

20/144q

19/50 Reports from PC Village Hall Representatives - Noted

- Long Clawson: Long Clawson Pre-School remains open during the lockdown.
- Hose: Nothing to report (closed during lockdown)
- Harby: Village Hall Committee have offered the venue for vaccinations.

20/144r

Report from Clerk

- i 6.1.2021: LCC – Update requested by Clerk on tree in The Red Causeway
It was **noted** that the Clerk had contacted LCC for an update on this matter and has received a response. LCC state that 'a highways inspector has been out to the area however enquiry is pending as further investigation is required.'

(The following items were not on the Agenda but discussed at the meeting)

- ii February Holiday Club at LC Village Hall (Finding Fitness) postponed until May / Summer holidays due to lockdown. VH informed. **Noted**
- iii Clerk's workload during lockdown.
It was **agreed** that, where possible, Cllrs would self-report issues to MBC / LCC through the websites to ease the workload of the Clerk during lockdown.
- iv 8.1.2021: Harby Resident – Report of flytipping on Harby Lane / Waltham Lane t junction and broken metal hydrant cover – reported to MBC and LCC respectively 10.1.2021. **Noted**
- v Handyperson – leave
It was **agreed** that, during lockdown, when the handyperson needs to take time off, Cllrs Cheetham, Oldershaw and Simpkin would conduct the playground safety checks of the equipment in Hose, Long Clawson and Harby respectively. It was also **agreed** that the Clerk would contact Mr Dunlop to request help with any health and safety issues during these periods.
- vi Summerland's working on hedges - **Noted**
- vii Allotments and Leys hedges – Quotes requested from M.R.J Faulks & Son, David Isam and Summerland's. **Noted**
It was **agreed** to approve expenditure up to £500 as per the PC Financial Regulations.

20/145 FINANCE

20/145a

Financial Correspondence (including Remittance Advice)

- i 23.12.2020: MBC – Council Tax Base figure for 2021/22 – 1086.46
Based on a 1.5% precept increase, Band D property will be £56.23 for 2021/22 (£56.12 for 2020/21)
Noted

20/145b

Accounts for Payment: approved and cheques signed by 3 Cllrs. (Currently, due to COVID-19 restrictions, all payments are being paid by BACS.) **Noted** that:

- Payments and invoices had been checked & initialled by Cllr Adams before the meeting.
- Expenditure was checked against bank statements for December, the documents were reconciled and signed by Cllr Cheetham after the meeting.
- Invoices and the budget review up to the end of December was available for inspection before the meeting.

i	TSB Bank plc	(DD)	£7.35	Bank charges
ii	NEST	(DD)	£141.02	Pension contribution
iii	HMRC	(Bacs)	£228.14	Tax & NI
iv	Mr B Mills	(Bacs)	£414.40	Wages & expenses
v	Mrs C Buckle	(Bacs)	£1096.82	Wages & expenses
vi	Summerland's	(Bacs)	£1236.29	Grounds maintenance
vii	BT	(Bacs)	£73.45	PC landline & internet
viii	Guideline Surface Marking	(Bacs)	£643.20	Disabled parking bays
ix	Lexis Nexis	(Bacs)	£239.98	2 x Arnold Barker books
x	Lorna Mcquillan	(Bacs)	£394.86	CCwK Expenses

(The following invoices were not on the agenda but checked and signed prior to this meeting)

xi	E.ON UK plc	(Bacs)	£707.76	Electricity – January
xii	Edward Greaves	(Bacs)	£331.98	CCwK Expenses
xiii	Sally Clarkson	(Bacs)	£86.05	CCwK Expenses
xiv	Mrs C Buckle	(Bacs)	£21.00	Expenses

(Min 19/152 f iii)

20/146 CORRESPONDENCE

20/146a Correspondence for Information was noted

(Please refer to Appendix 1 for full list of electronic Correspondence for Information)

20/146b Correspondence for Discussion (detailed below & available to Cllrs)

- i 22.12.2020: LCC - Have your say on Leicestershire County Council's budget plan (Copy Cllrs 5.1.2021) **Noted**

- ii 6.1.2021: LCC - SHIRE Environment Grant - Round 3 (Copy Cllrs 6.1.2021)
The PC discussed the possibility of applying for a grant towards tree planting and it was **agreed** that the 'Environmental' Community Actions Working Group would investigate the application and report back at the February meeting. Clerk to resend this correspondence to the group.

20/146c Correspondence received after the clerk's report and requiring discussion:

- i 6.1.2021: LCC - REMINDER - Temporary Closure - Bottesford RHWS (Copy Cllrs 10.1.2021)
It was **noted** that the Bottesford Recycling and Household Waste Site would be closed from Monday 11 January for approximately 12 weeks in order for necessary improvement works to be done on the drainage system and other maintenance improvements around the site. During this period, Melton Recycling and Household Waste Site at Lake Terrace, Melton Mowbray will be open (Thursday-Tuesday, 9am-5pm) and, during this time, opening hours will be extended to six days a week to allow for the possible increase in visitors.
- ii 7.1.2021: Harby Village Hall Chairman - Harby VH - Vaccination Site (Copy Cllrs 10.1.2021)
It was **noted** that the Chairman of the Village Hall Committee has registered the offer of Harby Village Hall for use as a vaccination centre, if required, at no charge.
- iii 7.1.2021: Neighbourhood Alert - December 2020 Priority Update 07/01/2021 (Copy Cllrs 10.1.2021)
It was **noted** that the local police have monitored the HGV traffic through Harby and issued 6 advice letters as a result of this.
- iv 8.1.2021: LRALC - Friday round robin email (Copy Cllrs 10.1.2021) **Noted**
- v 8.1.2021: Hose PCC - Request for grant to repair public Church clock (Copy Cllrs 9.1.2021) & 11.1.2021: Completed Grant Application Form (Copy Cllrs 11.1.2021)
It was **proposed** by Cllr Dames, **seconded** by Cllr Oldershaw and **unanimously agreed** to award the church a grant but to defer this item until the February meeting when a decision could be made on the amount after the accounts have been carefully assessed.
- vi 8.1.2021: LCC - Coronavirus, Covid-19 Update - 7A (Copy Cllrs 11.1.2021) **Noted**
- vii 8.1.2021: NALC - CHIEF EXECUTIVE'S BULLETIN (Copy Cllrs 11.1.2021) **Noted**
- viii 8.1.2021: County Cllr Rhodes - FW: Monthly Funding Bulletin - Jan 2021.pdf (Copy Cllrs 11.1.2021) **Noted**

20/147 To Approve Ground's Maintenance Contract and Schedule for 2021 (to send out to tender by the end of the month)

10.1.2021: Chairman – Grounds Maintenance Tender Document

The revised Ground's Maintenance Contract and Schedule for 2021 was shared, discussed and **approved**.

It was **noted** that the current Ground's Maintenance Contract ends in March and **agreed** that the new contract should go out to tender by the end of the month.

It was also **agreed** that Cllrs Cheetham, Adams and Simpkin would measure the lengths of the hedges for the tender document in Hose, Long Clawson and Harby respectively.

(County Cllr Rhodes entered the meeting at 8:40pm)

20/148 To Approve and Sign Budget of £71,430 (not including contingency / reserves) and Precept of £61,088 (1.5% increase) for 2021/22

The budget was **approved** and the precept form was signed by the Chairman at the meeting. Clerk to send to MBC before 15th January.

20/149 To Consider Amendments to the Parish Council Asset Register

It was **agreed** that this item should be deferred until the next meeting.

The Chairman suspended the meeting to enable County Cllr Rhodes to give an update on the following:

- The current lockdown and subsequent adjustments of LCC services during this difficult time – particularly work on social care and public health.
- Country Parks e.g. Burrough on the Hill & Beacon Hill – currently these remain open and are very popular. LCC is working to ensure that these facilities stay safe and available for the public to use.
- LCC Communities Fund - £600,000 of funding available for organisations e.g. youth clubs to apply for grants of up to £10,000. Closing date – 22.1.2021.
- Medium Term Financial Strategy and Budget – A draft budget has been drawn up for next year, which will break even. The following year will have a deficit of £8.5M. A lot of work is currently being

undertaken on this as well as addressing the national issue of Fair Funding.

The Chairman thanked County Cllr Rhodes for his comments, thanked the Cllrs for attending and closed the meeting at **8:55pm**.

CHAIRMAN

DATE: 8th February 2021

Clerk to Clawson Hose & Harby Parish Council – 01949 861452 - clerk@chhparishcouncil.co.uk – or <http://www.chhparishcouncil.co.uk>.

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