

**REPORT BY THE CLERK TO THE PARISH COUNCIL FOR THE ORDINARY MEETING TO BE HELD ON
MONDAY 19th JULY 2021 AT LONG CLAWSON VILLAGE HALL 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.

The Council is not restricting members of the public but the meeting will be postponed if the number of attendees exceeds the number that Long Clawson Village Hall can safely accommodate. Parishioners may wish to submit questions and/or comments in writing to the Clerk before the meeting, which will be responded to after the meeting. Unless exempt, attendees may be asked to wear a face covering. Social distancing measures will be in place and hand sanitiser will be available at the entrance of the village hall.

Although the Parish Council must meet in person, members of the public have the option to attend via Zoom in a virtual public gallery through the Clerk and Chairman.

To join the Public Gallery via Zoom:

<https://zoom.us/j/92874171761?pwd=dVkwVTRjeG9hL0t3RjhDTmJTUTBndz09>

Meeting ID: 928 7417 1761

Passcode: 738879

1 COUNCILLORS PRESENT & APOLOGIES FOR ABSENCE

2 NOTIFICATION OF DECLARATION OF INTERESTS

3 MINUTES OF THE ORDINARY MEETING dated 21st June (copy attached) & AMENDMENT TO TYPING ERROR IN MINUTES OF DECEMBER 2020 MEETING

4 PLANNING MATTERS

4a Planning Decisions - Permission granted Nil Received

Permission refused Nil Received

4b Appeals lodged / Inspector's decisions/Withdrawn applications Nil Received

4c Planning Applications

- | | | |
|-----|---|-----------------------|
| i | Briggle View, 14 Bolton Lane, Hose, LE14 4JE
Single storey rear and side extension
(PC comments to be submitted by 20.7.2021) | <i>21/00623/FULHH</i> |
| ii | Martindale, 11 Harby Lane, Hose, LE14 4JR
T1 - Pine Tree - Fell and Treat
(PC comments to be submitted by 28.7.2021) | <i>21/00680/TPO</i> |
| iii | Kelbeck House, 9 School Lane, Harby, LE14 4BZ
T1 - Cherry tree – fell
(PC comments to be submitted by 28.7.2021) | <i>21/00716/TPO</i> |

4d Planning Correspondence

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| i | 24.6.2021: MBC - Design of Development SPD consultation posters (Zoom meetings 6 th & 15 th July). Consultation ends 22 nd July 2021. (Copy Cllrs 6.7.2021) PC noticeboards & website |
| ii | 29.6.2021: MBC - RE: Proposed Extension- 11 Watsons Lane, Harby (Plans were available at Hose Tenants & Resident Engagement Event on 30.6.2021) (Copy Cllrs 29.6.2021) |
| iii | 1.7.2021: MBC Planning Officer - RE: 20/01135/REM - Canal Lane, Hose (Copy Cllrs 9.7.2021) |
| iv | 7.7.2021: Borough Cllr Steadman - Fw: Parish Council Guide to Rural Affordable Housing (Rural Services Network) (Copy Cllrs 9.7.2021) |
| v | 8.7.2021: MBC - Notification of Forthcoming Planning Committee 22.07.21 - 20/01135/REM Field OS 6260 Canal Lane Hose (Copy Cllrs 9.7.2021) |

5 MATTERS TO REPORT

5a Items requiring action from Cllrs/third parties

- | | |
|---|--|
| i | 24.6.2021: MBC - IMPORTANT: Request for Updated Parish Councillor Information (Copy Cllrs 6.7.2021) Cllrs to check and update Declarations of Interest and send to Clerk before 23.7.2021. |
|---|--|

- 5b** **PC Land**
A Grounds Maintenance
i Update on progress – hedges & mowing
- B The Leys:
i Removal of damaged bench
- C Village Greens:
- 5c** **Car Parks**
- 5d** **Cemetery & Closed Churchyards**
i 6.7.2021: Application for Additional Inscription on Memorial – Grave Space CN215 (Copy Cllrs 9.7.2021)
- 5e** **Allotments & Summer Keeps**
i Waiting List: Long Clawson x 5, Harby x 1, Vacant: Hose x 2 (N.B. All previously grassed allotments in Hose are now tenanted)
- 5f** **Community Orchards**
i Rubbish left on Jubilee Orchard, Harby – Removed
- 5g** **Street Lighting**
i **Resolution to approve new electricity connection at West End / Hollytree Lane, Long Clawson of £1457.40 +VAT**
- ii **Resolution to approve installation of 2 x 6 metre steel columns with 19 watt TRT LED lanterns controlled by part-night photocells at West End / Hollytree Lane, Long Clawson and Dairy Lane, Hose of £1290 + VAT**
- 5h** **Street Furniture (including bus shelters)**
- 5i** **Playgrounds**
i Update on slide – The Leys
- 5j** **Traffic (including TTROs)**
i 6.7.2021: Advance Notice for TTRO. A temporary road closure is required on Mill Lane, Long Clawson from **31.8.2021** to allow Severn Trent Water to carry out apparatus maintenance at the level crossing. The duration of the restriction is not anticipated to exceed a period of **3 days**. Press Release to follow. (Copy Cllrs 9.7.2021)
- ii 6.7.2021: Press Release for TTRO. A road closure is required on Boyers Orchard from outside house number 56 to the junction with Gas Walk on **19.7.2021** for **6 weeks** so Water Homes Ltd can undertake development utility installations. (Copy Cllrs 9.7.2021, noticeboards and Harby Journal)
- 5k** **Training**
i Clerk Training
- An Introduction to Employment Law – 22.6.2021
- ii 28.6.2021: MBC - Parish Council Forum (Clerks) - Tuesday 20th July at 6pm via Zoom
- iii 2.7.2021: LRALC – Friday Round Robin (Copy Cllrs 2.7.2021) Playground inspection training
- 5l** **Incident Register**
i 9.7.2021: LC Tree Warden – Dead branch overhanging road on East End, LC – reported to LCC. (Copy Cllrs 9.7.2021)
- 5m** **Reports from Cllrs**
i Cllr Adams – SHIRE Grant – submitted 25.6.2021
- 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 & Simpkin
Transport – Cllrs Dunn, Heald & McCulloch
Community Facilities – Cllrs Adams, Cheetham & Dames

5n **19/50 Reports from PC Village Hall Representatives**

- Long Clawson:
- Hose:
- Harby:

5o **Report from Clerk**

- PC Insurance Renewal – due before 1st August 2021. £1927.31 (one year – includes £50 admin fee)
22.6.2021: Came & Company – Pen Underwriting Limited - Insurance Renewal (Copy Cllrs 6.7.2021)
- PC meetings – Now returning to original timetable.
 - 16.8.2021 – Harby Valley Christian Centre
 - 20.9.2021 – Hose Baptist Church Hall
 - 18.10.2021 – Long Clawson Village Hall
 - 15.11.2021 – Harby Valley Christian Centre
 - 13.12.2021 - Hose Baptist Church Hall
- External Audit submitted and Period for the Exercise of Public Rights ends on 10th August 2021.
- Summer holiday clubs – Harby w/c 26th July, Long Clawson w/c 2nd August.
- Zoom

6 **FINANCE**

6a **Financial Correspondence (including Remittance Advice)**

- 1.7.2021: MBC – Remittance Advice (MBC grass cutting 2020/21) £1907.50
- 8.7.2021: Oldham Marsh Page Flavell – Estate of the late Christopher Roland Gale – Cheque for £11,106.61 received for provision and maintenance of defibrillators in Long Clawson and Harby.

6b **Accounts for Payment**

Budget review to end of June, 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)	£6.60	Bank charges
ii	NEST	(DD)	£135.86	Pension contribution
iii	HMRC	(Bacs)	£195.35	Tax & NI
iv	Mr B Mills	(Bacs)	£384.97	Wages & expenses
v	Mrs C Buckle	(Bacs)	£1101.80	Wages & expenses
vi	BT	(Bacs)	£65.83	PC landline & broadband
vii	Arthur J. Gallagher	(Bacs)	£1927.31	PC insurance
viii	Hose Village Hall	(Bacs)	£48.00	June PC meeting
ix	J. W. Isam & Son	(Q)	£36.00	Allotment clearance – Hose
x	LRALC Limited	(Bacs)	£40.00	Clerk training
xi	Harby Village Hall	(Bacs)	£360.00	Children's Summer Club (Lottery Grant)
xii	E.ON UK plc	(Bacs)	£683.86	Electricity supply

7 **CORRESPONDENCE**

7a **Correspondence for Information**

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

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

- 25.6.2021: LCC - Parish & Community Environment & Transport Update (Copy Cllrs 6.7.2021)
Have a say on bus services, complete the questionnaire at:
<https://www.leicestershire.gov.uk/have-your-say/current-consultations/national-bus-strategy-engagement-survey> The closing date is **Friday, 30th July**.
- 29.6.2021: Hose Resident - Ultrafast Broadband for Hose (and Parts of Long Clawson & Harby) - Update June 2021 (Copy Cllrs 9.7.2021)
- 6.7.2021: Harby Village Hall - HARBY WELCOME BACK WEEKEND REARRANGED – BBQ Friday 10th September, Cream Tea Sunday 12th September (Copy Cllrs 9.7.2021)
- 6.7.2021: Water Plus – Updates to T&Cs
- 9.7.2021: LRALC - Friday round robin email - LRALC/Leicestershire County Council (LCC) Joint Virtual Event – 1.30pm Saturday 18th September & LCC Monthly Funding Bulletin (Copy Cllrs & PC website 9.7.2021)

- 7c** **Urgent correspondence received after the clerk's report and requiring discussion**
- 8** **Resolution to approve appointment of Parish Council handyperson**
- 9** **Resolution to approve ongoing use of The Pingle Village Green by the Crown and Plough Public House**

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:

21/21 Councillors Present & Apologies for Absence

**Necessary actions have been taken on the following items and discharged:
(Cllrs confirm where necessary)**

21/22 Notification of Declaration of Interests
 21/23 Minutes of Previous Meeting and APCM
 21/24 Draft Minutes of the APM
 21/25 Planning Matters
 21/26 Matters to Report
 21/27 Finance (including Accounts for Payment)
 21/28 Correspondence
 21/29 Resolution to approve ongoing use of The Pingle Village Green by the Crown & Plough Public House
 21/30 Resolution to consider a request to use The Leys on Saturday 3rd July for a Touch Rugby game
 21/31 2020/21 Accounts
 21/32 Matters Ongoing

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.
 20/07 & 21/05 Review of Inventory of Land – Land / Asset Register to be formalised to include all land owned by the PC.
 20/45dv Application to prune back a weak branch of a sycamore in St Remigius Churchyard – awaiting approval
 &21/12di from MBC – Approval confirmed. Clerk submitted new request to diocese
 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.
 20/96 20/81, 20/35 - Website Accessibility – Clerk to ensure all documents from 2018 are compliant
 20/118k iv – S/L 7 – Long Clawson – connect electricity to steel pole – response received. WPD to connect electricity to S/L 7, 9 & 10 and remove old wooden poles (July 2021)
 20/132f i - Clerk to order metal 'no dogs' signs
 20/132l i – Handyperson to help move Hose Village sign for restoration when restrictions ease
 20/157 To consider establishing a Local Nature Reserve (LNR) along a stretch of the Grantham Canal – Jane Fraser to apply to the boundary and contact the PC in due course.
 20/183 To Consider the Removal of an Ordinary PC meeting in August – Awaiting advice from MBC & LRALC
 21/26e iv – Awaiting response from M r J Faulks re clearing wooded area on Broughton Lane, LC
 21/26i ii - PC to set up working group to address items identified in 2021 RoSPA reports
 21/26i iv - Awaiting response from insurance company about slide damage on The Leys
 21/26l ii - Awaiting response from local handyman for removal of bench and replacement wood on slide

Items awaiting further action which may not yet be discharged

Tasks Outstanding – Clerk

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.
- 19/67fi 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)
- 20/154h iii – Clerk / Chairman to investigate cost of fencing for LC Cemetery for a future meeting.
- 20/173e Cii & iii – Clerk to obtain quotes for benches for The Pingle, LC & The Leys, Harby
- 21/16 Resolution to consider and approve 'Chairman's Box File' – Clerk to set up
- 21/28b iv – Clerk to take photos of Cllrs for the PC website

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