

The Ordinary Meeting will start at 7:00pm 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.

**1 COUNCILLORS PRESENT & APOLOGIES FOR ABSENCE**

**2 NOTIFICATION OF DECLARATION OF INTERESTS**

**3 MINUTES OF THE ORDINARY MEETING** dated 20<sup>th</sup> June 2022 (copies attached)

**4 PLANNING MATTERS**

**4a Planning Decisions - Permission granted**

- i Long Clawson C, Melton Road, Long Clawson, Melton, LE14 2NR  
2022/0384/06 - Proposed Installation and use of up to eight groundwater monitoring boreholes
- ii Long Clawson A, Melton Road, Long Clawson, Melton, LE14 AS  
2022/0385/06 - Proposed Installation and use of up to eight groundwater monitoring boreholes

**Permission refused**

**4b Appeals lodged / Inspector's decisions/Withdrawn applications**

**4c Planning Applications**

- i Land South of Stathern Lane, Stathern Lane, Harby *22/00709/FUL*  
Proposed erection of one new detached dwelling  
(PC comments to be submitted by **19.7.2022**. Extension granted to w/c **25.7.2022**)
  - ii Kilvington Lodge, Melton Road, Long Clawson, Melton Mowbray *22/00781/FULHH*  
Two-storey and single storey rear extensions  
(PC comments to be submitted by **21.7.2022** Extension granted to **27.7.2022**)
  - iii Allotment Gardens, Boyers Orchard, Harby *22/00723/VAC*  
Variation of condition 1 (Plans) of application 21/00017/VAC to allow changes to the  
landscape scheme and include the following revised plans  
18.1362.001B Land off Boyers Orchard Harby, Landscaping Proposals (13.01.21)  
18.1362.002B Land off Boyers Orchard Harby, Landscaping Proposals (13.01.21)  
18.1362.R1A Boyers Orchard, Harby, Landscape Management Plan (12.05.21)  
(PC comments to be submitted by **29.7.2022**)
  - iv Richmond Cottage, 17 Green Lane, Harby *22/00818/FULHH*  
First floor side extension above garage and insulated render to existing house  
(PC comments to be submitted by **9.8.2022**)
- 4d Planning Correspondence**
- i 6.7.2022: MBC - Notification of Forthcoming Planning Committee Meeting on 21.7.22-22/00419/FULHH  
(Copy Cllrs 8.7.2022) **No further comments**
  - ii 6.7.2022: Cllr Cheetham / Skydive Langar - Request for copy of limitations made on Langar Skydive  
activities (Copy Cllrs 6.7.2022)
  - iii 11, 12 & 13.7.2022: MBC Planning Officer & Chairman - Canal Lane, Hose – Construction Traffic (Copy  
Cllrs)

**MATTERS TO REPORT**

**5a Items requiring action from Cllrs/third parties**

- i 15.7.2022: LCC - 2022 Community Speed Watch Scheme Interest (Copy Cllrs 18.7.2022) **3 locations  
required**  
Suggestions include:
  - West End, LC between Dairy and Church
  - Langar Lane, Harby after the bridge
  - Colston Lane, Harby after the canal
- ii 15.7.2022: MBC - Public consultation regarding the Public Space Protection Orders (PSPO) extension  
within Melton Borough **Dog control consultation – Respond by 14.10.22** (Copy Cllrs 18.7.2022)

- 5b** **PC Land**
- A **Grounds Maintenance**
- i Complaint from Hose resident re verges on MBC land, Coal Lane. Clerk reported to Shed and contacted resident.
- ii Handyman report
- Swings Hose – to be completed
  - Fence on the Leys
  - Allotment and No Dogs signs
- B **The Leys:**
- i Replacement picnic table – Handyman / contractor needs to accept delivery Mon – Fri and install on day of delivery.
- Resolution to approve amended price of £921.41 (including grass fixing kit, shipping and VAT)**
- C **Village Greens:**
- i VG 63 – Dovecote Corner
- 5c** **Car Parks**
- i Signs for disabled bays at LC surgery
- 5d** **Cemetery & Closed Churchyards**
- i 21.6.2022: LC Resident – Request for tree surveys and actions taken with regard to LC Churchyard
- ii Update on trees (Cllr Cheetham)
- 4.7.2022: Cllr Cheetham (Copy Cllr Oldershaw & Cllr Simpkin)
- iii Community clear up of Cemetery: Autumn 2022
- iv Interment of ashes – August (to be conducted by Funeral directors)
- 5e** **Allotments & Summer Keeps**
- i Waiting List: Long Clawson x 6, Harby x 3, Vacant: Hose x 2  
N.B – 3 becoming available in LC in September, 1 tenant found for an allotment in Hose from September
- ii Harby Allotments – overhanging trees cut back
- iii Signs – now put up at Harby. Do we need them for other allotments?
- iv 19.7.2022: LC Tenant – Hickling Lane allotments (Copy Cllrs 19.7.2022)
- v Hose allotments – gates. Cllr Cheetham to prepare detailed job specification for 2 replacement gates.
- 5f** **Community Orchards**
- i Harby Jubilee Orchard – gate: reports of gate being difficult to open, finish incomplete. Contractor rectifying 21.7.2022
- 5g** **Street Lighting**
- i 18.7.2022: Clerk received 6 months’ electricity bills from Npower (Copy Cllrs 18.7.2022)
- ii SHIRE Environment Grant Round 1 2022/2023 – OPEN ***Closing date: 24.6.2022*** (Copy Cllrs 14.6.2022) Quotes outdated. Round 2 open... Closing date September 2022
- 5h** **Street Furniture (including bus shelters)**
- i British Legion benches – ordered. PC handyman to help install when locations on PC land are agreed.
- ii Broken glass in window of telephone box library, LC
- iii Dog waste bin installed. Email of thanks from resident
- 5i** **Playgrounds**
- i Recurrent damage to short fence around Ami Themed play area, The Leys – fixed by handyman
- ii Swings area – Hose. Handyman to patch up wetpour surface.
- 5j** **Traffic (including TTROs)**
- i 5.7.2022: LCC - Highways enquiries (Copy Cllrs 8.7.2022)
- ii 18.7.2022: LCC – Revised Emergency Press Release: TTRO - Red Causeway, Harby (Copy Harby Cllrs 19.7.2022)
- An emergency road closure was required by Severn Trent Water on Red Causeway outside house no.1 from 9.7.2022 for up to 21 days. It was hoped that the repair would be completed within 4 days however, due to engineering difficulties, the closure has been extended for an additional 4 days.

- 5k** **Training:**  
 i 27.6.2022: LRALC – Monday Round Robin (Copy Cllrs 28.6.2022)  
**15.9.2022: 10.00am – 12.00 noon & 5.10.2022: 6.00pm – 8.00pm**  
 ii Cllr Cheetham attended Village Green training 11.7.2022. Feedback?  
 iii Cllr Cheetham attended remote discussion re East Midlands Airport 27.6.2022. Feedback?

**5l** **Incident Register**

- i Horse Chestnut tree on Birley’s triangle with suspected horse chestnut bleeding canker – reported by Tree Warden and reported to LCC by Clerk.

**5m** **Reports / Comments from Cllrs**

**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 Cheetham & Dames**

- ii Comments / concerns from Cllrs

A Cllr Simpkin – Grantham Canal Water Restoration Group  
 Grantham Canal Water Restoration Group – Agenda for meeting on 22.7.2022 and Minutes of meeting held on 22.6.2022 (Copy Cllrs 19.7.2022)

B Cllr Dames – Platinum Jubilee Trees  
 4.7.2022: Cllr Cheetham - CHHPC Jubilee Trees (Copy Cllrs)

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

- Long Clawson:
- Hose:
- Harby: increase in room hire costs from Sept 2022

**5o** **Report from Clerk**

- i Forbidden Forest tickets – very popular. Delivered and messages of thanks received.  
 ii 5.7.2022: Harby Resident – Complaint re sunken and noisy manhole covers on Stathern Lane. Clerk and resident reported to LCC. Referred to Severn Trent Water  
 iii External Audit submitted to PKF Littlejohn. Period for the exercise of public rights 1.7.2022-12.8.2022  
 iv Holiday Clubs

**6** **FINANCE**

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

**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)	£7.55	Bank charges
ii	NEST	(DD)	£186.09	Pension contribution
iii	HMRC	(Bacs)	£124.08	Tax & NI
iv	Mr A Najdowski	(Bacs)	£446.65	Wages & expenses
v	Mrs C Buckle	(Bacs)	£1141.06	Wages & expenses
vi	Npower	(Bacs)	£1048.66	Electricity supply – Jan
vii	Npower	(Bacs)	£902.44	Electricity supply – Feb
viii	Npower	(Bacs)	£937.24	Electricity supply - March
ix	Npower	(Bacs)	£766.11	Electricity supply - April
x	Npower	(Bacs)	£688.35	Electricity supply - May
xi	Npower	(Bacs)	£607.97	Electricity supply – June
xii	Unity Trust Bank	(Bacs)	£171.00	SLCC Membership
xiii	Finding Fitness Ltd - Lottery Grant	(Bacs)	£3600.00	Summer Clubs
xiv	Charles Oldershaw (Min 22/26c i)	(Bacs)	£209.49	Puncture on PC business
xv	Water Plus	(Bacs)	£6.54	LC Cemetery supply

xvi	Shed Grounds Maintenance	(Bacs) £3729.06	Grounds Maint – June
xvii	Long Clawson Village Hall	(Bacs) £31.50	Room hire – June
xviii	BT	(Bacs) £59.03	PC landline & broadband
xix	Gallagher	(Bacs) £2259.95	PC insurance
xx	LRALC (membership)	(Bacs) £525.83	NALC & LRALC fees
xxi	LRALC	(Bacs) £25.00	VG training
xxii	Handicentre (Bingham) Ltd	(Bacs) £38.32	Handyman materials
xxiii	Richard Scarborough	(Bacs) £562.56	Harby Orchard gate

## **7 CORRESPONDENCE**

### **7a Correspondence for Information**

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

- i 1.7.2022: MBC - Residents invited to try out free activity sessions throughout Melton - Press Release (Copy Cllrs 19.7.2022)
- ii 13.7.2022: MBC - Agenda for Planning Committee, Thursday, 21st July, 2022, 6.00 pm (inc 22/00419/FULHH (Copy Cllrs 18.7.2022))
- ii 11.7.2022: LRALC - Monday round robin email (Copy Cllrs 19.7.2022) **Clerk advert**

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

- i 7.7.2022: LRALC - LRALC July 2022 Newsletter (Copy Cllrs 8.7.2022) **Code of Conduct & Role of the Public at Meetings**
- ii 18.7.2022: LRALC – Monday round robin email (Copy Cllrs 19.7.2022) **Cloud Back Up**

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

## **8 Clerk Recruitment**

CiLCA query – fees and hours to complete  
4 x application packs sent out

## **9 Resolution to discuss and approve insurance claim or payment from PC funds for Councillor's damaged laptop (obtained at a PC meeting)**

15" Mac Book Pro with 2GB of memory.

## **10 22/29 - New Harby Village Hall / Leys**

4.7.2022: Harby VH - Proposed Purchase of 0.425 Acres (Copy Cllrs 19.7.2022)

4.7.2022: Cllr Cheetham - New Harby Village Hall Meeting 2-5-22 Notes (Copy Cllrs & VH Committee)

## **11 Resolution to consider and approve payment of £80.00 to cover printing costs for Platinum Jubilee Programme of Events (Harby)**

## **12 Next meeting:**

**12<sup>th</sup> September 2022 at 7pm – Ordinary Parish Council Meeting: Hose Baptist Church Hall**

(Note **earlier** meeting in September due to no August meeting)

**Clerk to Clawson Hose & Harby Parish Council – 01949 861452 - [clerk@chhparishcouncil.co.uk](mailto: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:**

- 22/20 Councillors Present & Apologies for Absence
- 22/21 Notification of Declaration of Interests

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

- 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.
- 20/132f i - Clerk to order metal 'no dogs' signs – ordered – awaiting delivery and installation by handyman
- 21/119 Co-option of New LC Cllr
- 22/06 Confirmation of Arrangements for Insurance Cover
- 22/22 Minutes of Previous Meeting
- 22/23 Planning Matters
- 22/24 Matters to Report
- 22/25 Finance (including Accounts for Payment)
- 22/26 Correspondence
- 22/28 Resolution to approve the dates of the period for the exercise of public rights
- 22/30 Next meeting - 25th July 2022 at 7pm – Ordinary Parish Council Meeting: Harby Valley Christian Centre (Note later meeting in July due to no August meeting)
- 22/31 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. Handyman has measured distance between boulders: Minimum = 59cm, Maximum = 1m. Clerk to check with playground inspector for further advice.
- 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) Clerk has arranged for a concrete base to be placed in the selected position.
- 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
- 20/157 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.
- 21/26i ii - PC to set up working group to address items identified in 2021 RoSPA reports
- 21/37b Bii - Cllr Oldershaw to contact Harby School re litter on The Leys
- 21/37g i & ii – Permit required for new streetlight column? E.ON to check – Paperwork for Section 50 Licence now with E.ON to complete
- 21/107b Ci – Repairs to fence around The Pingle, LC – Handyman away – waiting for better weather.
- 21/107c i – The Leys Car Park replacement height sign – awaiting installation by supplier.
- 21/107g v / 20/118k iv - Connection of electricity to new S/L columns on East End, LC – WPD state this should be done by May 2022 (including removal of old wooden poles). Clerk to keep checking.
- 21/113 21/97 - Resolution to approve the Parish Council handling and managing a designated account for the Hose Climbing Frame Fundraising Group – Awaiting response from Hose Park Trustees and the fundraising group.
- 21/141 Replacement defibrillator (Hose) paid for with CHT. Awaiting installation on the external wall of The Forge.
- 21/161o iii MBC Grass Cutting
- 22/05 Review of Inventory of Land – Land / Asset Register to be formalised to include all land owned by the PC

**Items awaiting further action which may not yet be discharged**

**A Tasks Outstanding – Clerk**

- 18/121 / Contact owners of unstable headstones in the cemetery where known and place a notice in the Melton

- 22/14d 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
- 20/63 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
- 21/107d i – Horse chestnut tree at Hose Church – Cllr Cheetham and Clerk to obtain quotes, liaise with diocese and apply for permission for tree work from MBC.
- 22/27 Internal Audit Actions – PC website, cloud storage facility, Equal Opportunities, Complaints Procedure & Data Protection Policy

**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
- 21/58b Cii - Village Greens – Annual reminders re parking, storage and access over Village Greens (Oct 2022)