

**REPORT BY THE CLERK TO THE PARISH COUNCIL FOR THE ORDINARY MEETING TO BE HELD ON
MONDAY 20th JUNE 2022 AT LONG CLAWSON VILLAGE HALL (LOUNGE) AT 7PM**

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 APCM and ORDINARY MEETING** dated 16th May 2022 (copies attached)**4 PLANNING MATTERS****4a Planning Decisions - Permission granted****Permission refused****4b Appeals lodged / Inspector's decisions/Withdrawn applications****4c Planning Applications**

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|-----|---|----------------|
| i | Land Rear Of 1 To 3 Hickling Lane, Long Clawson
Erection of 31 dwellings with associated access, open space and parking.
AMENDED PLANS
(PC comments to be submitted by 21.6.2022) | 21/00013/FUL |
| ii | Wagoners Lodge, 16 Main Street, Harby, LE14 4BN
Proposed removal of conservatory, 2 No. two storey extensions, partial raising
of the roof and an external stairs and roof windows to the existing garage
(PC comments to be submitted by 21.6.2022) | 22/00419/FULHH |
| iii | Clovelly, 6 Strouds Close, Hose, LE14 4JD
Two and a half storey rear extension. Render the whole house.
Demolish existing garage and replace with smaller timber shed to front
AMENDED PLANS
(PC comments to be submitted by 29.6.2022) | 22/00434/FULHH |
| iv | Leamington House, 25 West End, Long Clawson, LE14 4PE
Timber orangery to replace existing conservatory
(PC comments to be submitted by 30.6.2022) | 22/00660/LBC |
| v | 3 Pinfold Place, Harby, LE14 4BX
Replacement dwelling
(PC comments to be submitted by 5.7.2022) | 22/00689/FUL |

4d Planning Correspondence

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|-----|---|
| i | 24.5.2022: Plumtree Homes - Canal Lane, Hose – Construction Commencement Letter (5 th June)
(Copy Cllrs 26.5.2022) |
| ii | 30.5.2022: MBC - Notification of Planning Appeal - 19/01384/REM Millway Foods Ltd, Colston Lane,
Harby LE14 4BE (Copy Cllrs 14.6.2022) |
| iii | 9.6.2022: MBC - RE: INFORMAL CONSULTATION - Application for the diversion of public footpath G38
(part) 9 Melton Road, Long Clawson - Planning reference 18/00984/FUL Response to PC comments
(Copy Cllrs 14.6.2022) |
| iv | 9.6.2022: MBC - Planning Workshop for Parishes - Monday 4 July 2022 - 6-8 pm – Parkside Chair and Clerk . Response required by 27.6.2022 Chair & Clerk to attend (Copy Cllrs 14.6.2022) |

MATTERS TO REPORT**5a Items requiring action from Cllrs/third parties**

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| i | 20.5.2022: LCC – Harby Grass Cutting (Copy Cllrs 15.6.2022) |
| ii | 24.5.2022: MBC - Locally Amended Code of Conduct (Copy Cllrs and Borough Cllr Evans 26.5.2022)
23.5.2022: LRALC - Monday round robin email (Training on Code of Conduct) (Copy Cllrs 15.6.2022) |

5b PC Land

- | | |
|---|-----------------------------|
| A | <u>Grounds Maintenance</u> |
| i | Missed hedges now completed |

- iii Handyman report
 - Gates at Hose Allotments
 - Swings Hose – to be completed
 - Gate LC pingledyke
 - Fence on the Leys
 - Dog waste bin – Church Lane, LC

- B The Leys:
 - i Replacement picnic table

- C Village Greens:
 - i VG 63 – Dovecote Corner
9.6.2022: LC Resident (Copy Cllrs Cheetham, Dunn and Oldershaw 9.6.2022)

- 5c** **Car Parks**
 - i Rural Coffee Connect Van in Harby 25.5.2022 (posters displayed) Request to add info about Community Recovery Worker on website from Bev Parker

- 5d** **Cemetery & Closed Churchyards**
 - i 17.5.2022: LC Resident – damage to plant pots from grounds maintenance strimming too close to memorials at LC Cemetery (again). Apology received from Grounds Maintenance.
 - ii Update on trees (Cllr Cheetham)
 - iii Fallen lime tree at Long Clawson Cemetery
27.5.2022: LC Tree Warden (Copy Cllrs Cheetham & Oldershaw and Rev. Shouler)
 - iv Community clear up of Cemetery
 - v Tree inspections – St. Remigius Church, LC

- 5e** **Allotments & Summer Keeps**
 - i Waiting List: Long Clawson x 6, Harby x 3, Vacant: Hose x 2
 - ii Harby Allotments – overhanging trees
Quote received from Shed - £316.40
 - iii Signs
 - iv Hose allotments - gates


- 5f** **Community Orchards**
 - i 12.6.2022: Hose Resident – Hose Millennium Orchard (replaced apple tree & hedge between orchard and allotments)
 - ii Harby Jubilee Orchard - gate

- 5g** **Street Lighting**
 - i 22.3.2022: E.ON – Street Lighting Maintenance Charges (Copy Cllrs 20.4.2022)
 - ii 19.5.2022: NPower – PC bills (Copy Cllrs 15.6.2022)
 - iii 9.6.2022: LCC - SHIRE Environment Grant Round 1 2022/2023 – OPEN **Closing date: 24.6.2022**
(Copy Cllrs 14.6.2022)

- 5h** **Street Furniture (including bus shelters)**
 - i 21.5.2022: Harby Resident – Post Box, Boyer’s Orchard, Harby – gone!! Clerk enquired with Royal Mail 26.5.2022
 - ii 10.6.2022: Long Clawson Resident - Telephone box library Long Clawson – broken window (copy Cllrs 13.6.2022)
 - iii British Legion benches – feedback from liaison with residents re suitable locations
 - iv Dog waste bin arrived. Cllr Oldershaw to provide details of exact location for handyman to install.

- 5i** **Playgrounds**
 - i Quarterly Playground Inspection
17.5.2022: Playground Supplies Limited (Copy Cllrs 15.6.2022)
 - ii Handyman query re minor repairs to playground equipment
 - iii Slide at The Leys – puddling at the bottom

- 5j** **Traffic (including TTROs)**
 - I 8.6.2022: Speedwatch - 2022 Community Speed Watch Scheme Interest (Copy Cllrs 14.6.2022)

- 5k Training:**
- i 7.6.2022: NALC -  NALC EVENTS (Copy Cllrs 14.6.2022)
- ii Cllr Cheetham booked to attend remote discussion re East Midlands Airport – Airspace Modernisation Programme, Stage 2 on Monday 27th June, 2pm-3.30pm
- 5l Incident Register**
- i Broken window at LC telephone box library
- 5m Reports / Comments from Cllrs**
- i **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
- ii Comments / concerns from Cllrs
- A Cllr Dunn
- The Mungy field, Long Clawson
- B Feedback from Platinum Jubilee Events
- 5n 19/50 Reports from PC Village Hall Representatives**
- Long Clawson:
 - Hose:
 - Harby:
- 5o Report from Clerk**
- i Internal Audit – 10.6.2022
- ii 5.6.2022: LCC - Highways enquiries (Copy Cllrs 14.6.2022)
- iii 27.5.2022: LCC - RURAL GRASS CUTTING UPDATE (Copy Cllrs 15.6.2022)
- iv Holiday Clubs
- 6 FINANCE**
- 6a Financial Correspondence (including Remittance Advice)**
- 6b Accounts for Payment**
- Budget review to end of March, 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.
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|------|-------------------------------|--------|----------|-------------------------|
| i | TSB Bank plc | (DD) | £6.75 | Bank charges |
| ii | NEST | (DD) | £174.25 | Pension contribution |
| iii | HMRC | (Bacs) | £76.34 | Tax & NI |
| iv | Mr A Najdowski | (Bacs) | £441.61 | Wages & expenses |
| v | Mrs C Buckle | (Bacs) | £1165.48 | Wages & expenses |
| vi | Shed Grounds Maintenance | (Bacs) | £2319.97 | Grounds Maint – May |
| vii | Shed Grounds Maintenance | (Bacs) | £2491.22 | Grounds Maint – April |
| viii | Glasdon UK Limited | (Bacs) | £160.82 | Dog waste bin – LC |
| ix | Water Plus | (Bacs) | £6.75 | LC Cemetery – supply |
| x | LRALC | (Bacs) | £260.00 | Internal Audit Service |
| xi | BT | (Bacs) | £59.03 | PC landline & broadband |
| xii | E.ON Energy Solutions Limited | (Bacs) | £842.40 | Quarterly Maintenance |
| xiii | Playground Supplies Limited | (Bacs) | £306.00 | Quarterly Maintenance |
- (N.B. Several invoices expected before PC meeting to be added)
- 7 CORRESPONDENCE**
- 7a Correspondence for Information**
(Please refer to Appendix 1 for full list of electronic Correspondence for Information)
- i 19.5.2022: Hose Resident - Ultrafast Broadband is coming to Hose! (Copy Cllrs 15.6.2022)
- ii 25.5.2022: LCC - Bottesford RHWS to re-open (in June) (Copy Cllrs 26.5.2022)

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

- i 18.5.2022: Student - Research request (Copy Cllrs 15.6.2022)
- ii 25.5.2022: St. Martin's House - St Mary, Harby - Framed Picture of church (Copy Cllrs 26.5.2022)
- iii 1.6.2022 & 10.6.2022 – Victoria Warehouse – Forbidden Forest Council Letter (Copy Cllrs 13.6.2022)
- iv 6.6.2022: MBC - Safer Melton Partnership priority setting workshop 28th June (Copy Cllrs 14.6.2022)
- v 8.6.2022: Lexis Nexis - Final reminder to confirm your 2022 legal books (Copy Cllrs 14.6.2022)
- vi 8.6.2022: East Midlands Airport - East Midlands Airport – Airspace Modernisation Programme, Stage 2 - Reminder to RSVP if you haven't already (Copy Cllrs 14.6.2022)
The sessions are scheduled for the following dates and will be held on Microsoft Teams;
 - Monday 27th June, 2pm-3.30pm
 - Tuesday 28th June, 10.30am-12pm
- vii 14.6.2022: NALC Updates from LRALC

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

8 To note the outcome of the Internal Audit – Friday 10th June: 11:30am

15.6.2022: Clerk

9 Resolution to approve the dates of the period for the exercise of public rights

10 New Harby Village Hall / Leys

11 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)

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:

- 22/10 Councillors Present & Apologies for Absence
- 22/11 Notification of Declaration of Interests

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

- 21/141 Resolution to consider and approve grant of £1820 to Community Heartbeat Trust for a replacement community defibrillator in Hose to be placed upon the external wall of The Old Forge. Clerk contacted CHT – awaiting further action.
- 21/150ci British Legion Benches – Clerk to contact re placement of benches on LCC land – using PC land
- 21/151 Resolution to discuss and approve the purchase of a Queen's Platinum Jubilee Beacon for Harby Village Hall costing £490 +VAT. Clerk ordered – due to be shipped early May.
- 22/01 Election of Chairman
- 22/02 Election of Vice Chairman
- 22/03 Appointment of Representatives / Trustees to other bodies 2022/23
- 22/04 Election of Parish Voluntary Positions
- 22/07 Review of the Council's Subscriptions
- 22/08 Review of Expenditure under Section 137 of the Local Government Act
- 22/09 Time and place of meetings for next year
- 22/12 Minutes of Previous Meeting
- 22/13 Planning Matters
- 22/14 Matters to Report

- 22/15 Finance (including Accounts for Payment)
- 22/16 Correspondence
- 22/17 To consider request to support the Harby Litter Pick (to include loan of equipment, arranging for bags to be collected from Harby Village Hall and to cover the costs of refreshments for volunteers)
- 22/18 Next Meeting - 20th June 2022 at 7pm – Ordinary Parish Council Meeting: Long Clawson Village Hall lounge.
- 22/19 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
- 20/132f i - Clerk to order metal 'no dogs' signs – ordered – awaiting delivery and installation by handyman
- 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.
- 21/119 Co-option of New LC Cllr
- 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
- 22/06 Confirmation of Arrangements for Insurance Cover

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 Times, Clawson Clarion & Hose Piper, PC notice boards & gates asking for owners to contact the clerk. Plan updated with memorial details
- 22/14d
- 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.
- 20/63 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.

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)