

**REPORT BY THE CLERK TO THE PARISH COUNCIL FOR THE ORDINARY MEETING TO BE HELD ON  
MONDAY 15<sup>th</sup> NOVEMBER 2021 AT HARBY VALLEY CHRISTIAN CENTRE 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.

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 venue.

**1 COUNCILLORS PRESENT & APOLOGIES FOR ABSENCE**

**2 NOTIFICATION OF DECLARATION OF INTERESTS**

**3 MINUTES OF THE ORDINARY MEETING** dated 18<sup>th</sup> October (copy attached)

**4 CO-OPTION OF NEW CLLR FOR LONG CLAWSON WARD**

**5 ELECTION OF NEW CHAIRMAN**

**6 PLANNING MATTERS**

**6a Planning Decisions - Permission granted**

**Permission refused**

**6b Appeals lodged / Inspector's decisions/Withdrawn applications**

**6c Planning Applications**

- i Overbrook, 2 Mill Lane, Long Clawson, LE14 4NU *21/01134/FUL*  
Demolition of existing bungalow and storage buildings, erection of 3 no. new single storey dwellings, construction of new driveway, replacement of existing vehicle bridge over brook + new flood compensation area.

Hybrid Application -

New dwelling on Plot 1, new driveway and replacement of vehicle bridge (Full planning)

Residential Plots 2 and 3 + new flood compensation area (layout to be considered)

(Outline planning)

(PC comments to be submitted by **17.11.2021**)

- ii 34 Coronation Avenue, Long Clawson, LE14 4NF *21/01200/FULHH*

Two storey and single storey rear extensions

- iii Sycamore Farm, Waltham Lane, Harby, Melton Mowbray *21/00822/VAC*

Variation of Condition 5 (Holiday Let) in respect of previously approved

Application: 01/00197/FUL

(PC comments to be submitted by **23.11.2021**)

- iv Lodge Farm, Colston Lane, Harby, LE14 4BE *21/01095/FUL & 21/01096/LBC*

The conversion of two existing barns into ancillary accommodation including

associated internal works. Barn 01 is attached to a Listed Cottage and is noted on

the Historic England listing description for the Cottage.

(PC comments to be submitted by **23.11.2021**)

- v Headland Farm, 36 West End, Long Clawson, LE14 4PE *21/01193/FUL*

Proposed conversion of existing dwelling to form two dwellings

- vi Church Side Barn, 84 Church Lane, Long Clawson, Melton Mowbray *21/01258/FULHH*

Installation of Air Source Heat Pump for the lounge. Installation of Solar Panels to

provide environmentally friendly electricity production. Installation of Light Tunnels.

Removal of gate and restore wall with brick

(PC comments to be submitted by **1.12.2021**)

**6d Planning Correspondence**

- i 4.11.2021: Adrian Kerrison - Canal Lane Hose (Copy Cllrs 10.11.2021)

## **MATTERS TO REPORT**

### **7a Items requiring action from Cllrs/third parties**

#### **7b PC Land**

##### **A Grounds Maintenance**

i Update on progress / quality of work - End of Season Review

ii Handyman:

- Benches
- Work to ground around picnic table on City Area, LC

##### **B The Leys:**

Picnic table – quotations

##### **C Village Greens:**

i Update on correspondence with LCC re Village Greens

### **7c Car Parks**

#### **7d Cemetery & Closed Churchyards**

i 19.10.2021: Hose PCC – Letter of thanks for grant to cover cost of Biffa green waste bins plus info on church tower.

ii Application for additional inscription to memorial (Grave Space CN 171) (Copy Cllrs 26.10.2021)

iii Ground levelled around Grave Space CN180 by gravedigger.

#### **7e Allotments & Summer Keeps**

i Waiting List: Long Clawson x 6 (one request this month – Clerk offered allotment in Hose), Harby x 0, Vacant: Hose x 2 (N.B. All previously grassed allotments in Hose are now tenanted)

ii Update on Long Clawson allotment / wooded area clearance

### **7f Community Orchards**

#### **7g Street Lighting**

i Application for Section 50 Licence – Dairy Lane, Hose & West End / Hollytree Lane, LC

ii S/L 32: Claxton Rise – Replaced old 70 watt SON lantern with new 19 watt LED lantern

iii Connection of new S/L columns on East End, LC – WPD – Clerk contact WPD again 9.11.2021

iv 3.11.2021: Cllr Adams – Emails to E.ON, LCC, MSL Lighting and J McCann re replacement streetlighting in Clawson, Hose and Harby

4.11.2021: LCC –Streetlighting Lantern Replacement (Copy Chairman)

5.11.2021: MSL Lighting – Streetlighting Lantern Replacement (Copy Chairman)

5.11.2021: J McCann - Streetlighting Lantern Replacement (Copy Chairman)

#### **7h Street Furniture (including bus shelters)**

i Update on proposal to adopt telephone box in Long Clawson

ii Update on memorial bench in Long Clawson.

#### **7i Playgrounds**

i New slide on The Leys - Deposit paid. Installation date Thursday 9.12.2021

#### **7j Traffic (including TTROs)**

i 20.10.2021: Press Release for TTRO. A road closure was required on Dickmans Lane, Harby, from house no. 6 to the Boyers Orchard junction on **3.11.2021 for 3 days**. The Temporary Traffic Regulation Order was implemented for public safety, so Severn Trent Water could install a new service connection. (Harby PC boards and Harby Journal)

ii 1.11.2021: Press Release for TTRO. A road closure is required on Dickmans Lane, Harby on **15.11.2021 for 12 days**. The Temporary Traffic Regulation Order has been implemented for public safety, so Western Power Distribution can carry out infrastructure improvement works. (Copy Harby Cllrs & Harby Journal 1.11.2021)

#### **7k Training:**

## **7l Incident Register**

- i 31.10.2021: Harby Resident – Blocked drain on corner of School Lane / Burden Lane. Clerk reported to LCC (Enquiry number: 817343) A works instruction has been issued to have the gully cleared (8.11.2021)

## **7m 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 Dames – Chip Van, Harby

B - Cllr Simpkin – Grantham Canal Water Restoration Group - Minutes, Action Log and Issues Database from meeting on 14.10.2021 (Copy Cllrs 10.11.2021 - attached)

## **7n 19/50 Reports from PC Village Hall Representatives**

- Long Clawson:
- Hose:
- Harby:

## **7o Report from Clerk**

- i Hose Village Millennium Sign – removed for restoration
- ii Harby Litter Pick - 6<sup>th</sup> November – successful. PC to pay expenses for refreshments
- iii Children’s Holiday Clubs –
- 14.2.2022 – 18.2.2022: Long Clawson Village Hall
  - 25.7.2022 – 29.7.2022: Venue TBC
  - 8.8.2022 – 12.8.2022: Venue TBC
- iv 5.11.2021: LCC - Highways enquiries (Copy Cllrs 10.11.2021)

## **8 FINANCE**

### **8a Financial Correspondence (including Remittance Advice)**

### **8b Accounts for Payment**

Budget review to end of October, 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)	£9.60	Bank charges
ii	NEST	(DD)	£189.79	Pension contribution
iii	HMRC	(Bacs)	£192.95	Tax & NI
iv	Mr A Najdowski	(Bacs)	£432.66	Wages & expenses
v	Mrs C Buckle	(Bacs)	£1063.34	Wages & expenses
vi	BT	(Bacs)	£57.13	PC landline & broadband
vii	E.ON UK plc	(Bacs)	£681.50	Electricity supply
viii	Shed Grounds Maintenance	(Bacs)	£3671.86	Grounds Maint – October
ix	James Howden Builders (CCwK)	(Bacs)	£714.00	Base for picnic table, LC
x	Long Clawson Village Hall – (Min 21/79)	(Bacs)	£4674.00	Grant – MUGA maint
xi	Long Clawson Village Hall	(Bacs)	£31.50	Rm hire – Oct PC meeting
xii	E.ON Energy Solutions LTD	(Bacs)	£420.00	New lantern – Claxton Rise
xiii	Jocelyn Dodd – Harby litter pick	(Bacs)	£30.38	Litter pick refreshments
xiv	Lloyd Greasley	(Bacs)	£30.00	Removal of bench – Leys
xv	Handicentre (Bingham) LTD	(Bacs)	£49.16	Handyman equipment

## **9 CORRESPONDENCE**

### **9a Correspondence for Information**

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

- 9b** **Correspondence for Discussion (detailed below & available to Cllrs)**
- i 1.11.2021: MBC - MBC Growth Grants available to Businesses in Melton Borough (Copy Cllrs 9.11.2021)
  - ii 1.11.2021: E.ON – Energy Price Change from December 2021 (Copy Cllrs 15.11.2021)
  - iii 3.11.2021: Café Allez! – Request to give free samples for charitable donations (Copy Cllrs 9.11.2021)
  - iv 4.11.2021: Melton Matters Wombles - Litter picking (Copy Cllrs 9.11.2021)
  - v 4.11.2021: LCC - NHT Public Representation Survey - deadline extended to 30th November (Copy Cllrs 10.11.2021)
  - vi 5.11.2021: MBC - Mayor of Melton, Christmas Carol Concert, Wednesday 8 December 2021, 6.30pm (Copy Cllrs 10.11.2021)
  - vii 10.11.2021: LRALC - LRALC November 2021 Newsletter (Copy Cllrs 10.11.2021)

**9c** **Urgent correspondence received after the clerk's report and requiring discussion**

- 10** **21/77: Resolution to approve draft amendments to Parish Council Standing Orders (including removal of August meeting)**
- 11** **Resolution to consider and approve grant of up to £1824.00 towards the upkeep of St. Mary's Churchyard, Harby**
- 12** **21/78: To consider budget items and precept for 2022-23**
- 13** **Resolution to approve the Parish Council handling and managing a designated account for the Hose Climbing Frame Fundraising Group**
- 14** **Resolution to approve ongoing use of The Pingle Village Green by the Crown and Plough Public House**
- 15** **Next PC meeting – 13<sup>th</sup> December – Hose Baptist Church Hall**

EXCLUSION OF THE PRESS AND PUBLIC In accordance with Public Bodies (Admission to meetings) Act 1960 para 1 (2) and CHH PC Standing Order 3 d the press & public to be temporarily excluded for the duration of the following item:

**16** **HR Matters**

**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:**

- 21/70 Councillors Present & Apologies for Absence
- 21/71 Notification of Declaration of Interests

### **Necessary actions have been taken on the following items and discharged:**

#### **(Cllrs confirm where necessary)**

- 20/132l i – Handyperson to help move Hose Village sign for restoration when restrictions ease – 5.11.2021
- 21/72 Minutes of Previous Meeting
- 21/73 Planning Matters
- 21/74 Matters to Report
- 21/75 Finance (including Accounts for Payment)
- 21/76 Correspondence
- 21/79 Resolution to Consider & Approve Grant of £4674.00 to Long Clawson Village Hall & Recreation Ground for Maintenance of the MUGA
- 21/80 Resolution to Approve Ongoing Use of The Pingle Village Green by the Crown & Plough Public House
- 21/81 To Approve Dates and Venues for Parish Council Meetings in 2022
- 21/82 Next PC Meeting – 15<sup>th</sup> November – Harby Valley Christian Centre
- 21/83 HR Matters
- 21/84 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.
- 20/07 & 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) 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
- 20/118k 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 – originally planned for July 2021. WPD to update PC by 15.11.2021
- 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.
- 21/26e 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
- 21/37b 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
- 21/41 Chairman to finalise contract for handyperson

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