

# South Croxton Parish Council

## Minutes of the Parish Council Meeting held on Monday 26<sup>th</sup> June 2023 at 6.30 pm in the Village Hall

Councillors present: Cllr Elizabeth Norton, Cllr Dave Morris, Cllr Dan Fryer, Cllr Vicki Newbury, Cllr Jane Daly, Cllr Chris O'Neill -Wreake Valley

In attendance: Clerk – Mr SC Johnson, Members of the Public – 0

### **SC 076 23** Welcome

The Chairman welcomed those present at the meeting.

### **SC 077 23** Election of Chairman for the new year

Following discussion it was unanimously resolved that Cllr Dave Morris would continue as Chairman for the coming year 23/24 and a Declaration of Office in the post of Chairman was signed by Cllr Morris and the Clerk at the meeting. There was no take up on the position of Vice Chairman.

### **SC 078 23** Apologies for Absence:

None

### **SC 079 23** Disclosure of Interests and Dispensation by Councillors for this meeting and sign new Register of Members Interests

No interests or dispensations were declared at the start of or during the meeting. Signing of new Registers of Interests (requested by Charnwood Monitoring Officer) was effected at this meeting.

### **SC 080 23** Approve by resolution and sign Minutes of the Parish Council meeting held on 3rd May 2023

The minutes, circulated before this meeting, were approved by resolution – proposed by Cllr Norton, seconded by Cllr Morris, no objections. The minutes were signed by Cllr Morris. Clerk to add the minutes to the website and file the copy.

### **SC 081 23** Councillor Chris O'Neill – Ward Member - Wreake Villages CBC - Report

Cllr submitted his report which has been added to the end of these minutes.

### **SC 082 23**

### Planning Matters for meeting on 26<sup>th</sup> June 2023

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P/21/2154/2 Proposed change of use of land on 3 Turns Lane to livery business with associated equestrian buildings including shelter (retrospective), 2 No stables (retrospective) and hay store (retrospective) as well as 3 No stables and backroom and temporary siting of tourer caravan to provide toilet facility and storage container. This application was classified as REGISTERED on 20<sup>th</sup> May 2022. Communication with the planning officer handling this application reported that there was further diversity work needed. No change since last meeting.

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Travellers site – An Enforcement Notice was served on 1<sup>st</sup> June 2023 to take effect from 7<sup>th</sup> July 2023. A recent planning application (P/23/0617/2) is not valid until the outcome of the enforcement or whether it is appealed.

Confirmed:

Chairman

Date:

P/22/1640/2 Change of use of land on Kings Lane from Agricultural to Agricultural/Equestrian to include livery, provision of menage, formation of parking/turning area and siting of mobile home. (Resubmission of P/21/1949/2). Classified as REGISTERED on 3<sup>rd</sup> October 2022 - no change to status since last meeting.

P/22/1211/2 - 1 School Lane - Tree works in conservation area – Classified as REGISTERED on 3<sup>rd</sup> August 2022. No change in status since last meeting.

P/22/1703/2 - 85-87 Main Street - Tree works in conservation area – Reclassified as REGISTERED on 21<sup>st</sup> September 2022.

P/23/0115/2 - The Golden Fleece 77 Main Street South Croxton Leicestershire LE7 3RL - Application to determine if prior approval is required for the change of use from commercial, business and service (use class E) to dwelling (use class C3) (GPDO Class MA). Classified as Final Decision – Prior approval of details not required.

P/23/0114/2 The Golden Fleece 77 Main Street South Croxton Leicestershire LE7 3RL - Erection of single storey dwellinghouse, with associated parking and landscaping. Classified as REGISTERED on 15<sup>th</sup> March 2023.

P/23/0620/2 36 Kings Lane South Croxton, retention of outbuilding. Classified as REGISTERED on 25<sup>th</sup> May 2023.

P/23/0650/2 was an application to remove a crab apple tree from the front garden of 5 School Lane – it no longer appears on the planning website.

**SC 083 23 Financial Matters**

**FINANCIAL POSITION STATEMENT FOR MEETING ON 26<sup>th</sup> June 2023**

Bank Accounts and Reserves

a) Statement Current Account Balance	<b>£10282.45 (05/06)</b>
Estimated Income to year end	£ 6089,59
Total	£ 16372.04
Uncleared Cheques from last meeting	£ 55.00
Estimated spend to year end	£ 7502.70
Estimated Current account balance at year end	£ 8814.34
Statement Reserve Account Balance	<b>£ 18924.36 (05/06)</b>
b) Cheques to be approved at 26 <sup>th</sup> June meeting	

Date	Chq No.	Paid to	Amount £
25.05.2023	1088	Zurich Insurance	401.32
25.05.2023	1089	E Wilkinson (grass)	220.00
25.05.2023	1090	Clerk Wages (May)	250.93
25.05.2023	1091	HMRC (May)	62.80

Key:   
Delegated Payments

Confirmed:	Chairman	Date:

31.05.2023	1092	Defib Repair	140.95
26.06.2023	1093	Clerks Wages (Jun)	250.93
26.06.2023	1094	HMRC (Jun)	62.80
26.06.2023	1095	VH Rent	55.00
26.06.2023	1096	2Commune (Website)	372.00
26.06.2023	1097	Clerk (Expenses)	27.00
		Village Hall Donation (Kings	
26.06.2023	1098	Coronation)	500.00
			2343.73

A late invoice was also paid at this meeting as follows:

26.06.2023 1099 E Wilkinson (Grass Cutting) 220.00

REVISED ACCOUNTS AT 26th June 2023						
				ESTIMATE		-USPND
			SPEND	SPEND TO	TOTAL YR	OVER
CATEGORIES	PRECEPT	TO DATE	YR END	END	SPEND	
PAYROLL SERVICE	230.00	56.70	173.30	230.00	230.00	0.00
OFFICE EXPENSES	200.00	27.00	173.00	200.00	200.00	0.00
WEBSITE	372.00	0.00	372.00	372.00	372.00	0.00
CLERKS SALARY	3060.00	1004.12	2055.88	3060.00	3060.00	0.00
DEV ACCUMULATOR FUND	945.00	0.00	945.00	945.00	945.00	0.00
INSURANCE	340.00	401.32	-61.32	340.00	340.00	0.00
PLAYING FIELD INSP/MAINT	500.00	0.00	500.00	500.00	500.00	0.00
PLAYING FIELD MOW/STRIM	1400.00	220.00	1180.00	1400.00	1400.00	0.00
SUBSCRIPTIONS	215.00	197.41	17.59	215.00	215.00	0.00
STREET LIGHTING	771.61	771.61	0.00	771.61	771.61	0.00
VH RENT	550.00	165.00	385.00	550.00	550.00	0.00
DEFIBRILLATOR	300.00	140.95	159.05	300.00	300.00	0.00
HMRC	764.00	250.80	513.20	764.00	764.00	0.00
TRAINING BUDGET	150.00	0.00	150.00	150.00	150.00	0.00
ELECTION RESERVE	0.00	0.00	0.00	0.00	0.00	0.00
INTERNAL AUDITOR	220.00	0.00	220.00	220.00	220.00	0.00
RESERVE ACCOUNT TOP UP	500.00	0.00	500.00	500.00	500.00	0.00
CLERK HTG/LIGHTING	120.00	0.00	120.00	120.00	120.00	0.00
NORTON A/V PRODUCTS	100.00	0.00	100.00	100.00	100.00	0.00
<b>TOTALS</b>	<b>10737.61</b>	<b>3234.91</b>	<b>7502.70</b>	<b>10737.61</b>	<b>10737.61</b>	<b>0.00</b>
CONTINGENCY	1013.39	0.00	0.00	0.00	0.00	0.00
<b>TOTALS</b>	<b>11751.00</b>	<b>3234.91</b>	<b>7502.70</b>	<b>10737.61</b>	<b>10737.61</b>	<b>0.00</b>
<b>CURRENT ACCT NON BUDGETED ITEMS</b>						

Confirmed: \_\_\_\_\_ Chairman Date: \_\_\_\_\_

Maintenance		23.00			
VH Donation		500.00			
		0			
		0			
		0.00			
		0.00			
<b>TOTAL</b>		523.00			
<b><u>BANK BALANCES 26th June 2023 meeting</u></b>					
CURRENT ACCOUNT BALANCE		10282.45	SUPPORTED BY BANK STATEMENT		
LESS UNPRESENTED CHQS		55.00			
CURRENT ACCOUNT BALANCE		10227.45			
RESERVE ACCOUNT BALANCE		18924.36	SUPPORTED BY BANK STATEMENT		
Includes Interest 31st May 2023		18.36			

**SC 084 23/1 Audit – AGAR (Annual Governance & Accountability Return)**

was completed (using the guidance documentation provided). Copies of all the relevant unsigned documents had been sent to Councillors prior to the meeting.

Having established qualification due to the higher gross income and gross expenditure being less than £25,000, Cllrs resolved that the South Croxton Parish Council was exempt from a limited assurance review.

**SC 084 23/2 The Certificate of Exemption – AGAR 2022/23 Form 2**

was approved by the South Croxton Parish Council and signed by the Responsible Financial Officer and the Chairman. The completed certificate will be returned to the external auditor no later than 30<sup>th</sup> June 2023.

This document will be published on the Parish Councils Website before 1<sup>st</sup> July 2023.

**SC 084 23/3 Internal Auditors Report for 2022-2023**

The AGAR, Annual Internal Audit Report 2022/23 was signed by the Internal Auditor on completion of her work. The Internal Auditor had also produced a written report which was circulated to Councillors prior to this meeting. Findings are listed in this written report and recommendations for considerations/improvements are listed on page 4 of the report.

**SC 084 23/4 The Section 1 - Annual Governance Statement 2022/23**

was completed at the meeting having considered the 9 statements in turn, being resolved as approved by the Council, and signed by the Chairman and the Clerk. This document will be published on the Councils Website before 1<sup>st</sup> July 2023.

**SC 084 23/5 The Section 2 – Accounting Statement 2022/23**

Councillors agreed that the document was signed by the Clerk prior to presenting to the meeting. After consideration Councillors resolved to approve the statement and it was signed by the Chairman. This document will be published on the Councils Website before 1<sup>st</sup> July 2023.

**SC 084 23/6 An explanation of the Variances on the Section 2 Accounting sheet of the AGAR**

Confirmed:	Chairman	Date:

was presented to the meeting and explained by the Clerk. Councillors resolved to approve the Variances sheet. This document will be published on the Councils Website before 1<sup>st</sup> July 2023.

**SC 084 23/7** The Bank Reconciliation sheet

was completed by the clerk and presented to the meeting. The figures were checked against the Councils' Bank Statements and resolved as approved by Councillors. This document will be published on the Councils Website before 1<sup>st</sup> July 2023.

**SC 084 23/8** Notice of period of exercise of Public Rights

The Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return, – Accounts for the year ended 31<sup>st</sup> March 2023, was published on the Notice Board in the Parish and the Councils website on 4<sup>th</sup> June 2023, before the date of commencement of the period on 5<sup>th</sup> June 2023 which ends on 14<sup>th</sup> July 2023. A copy of 'Local Authority Accounts: A summary of your rights' was published with the Notice.

**SC 084 23/9** Conclusion of Audit Statement

The Conclusion of Audit Statement was presented at the meeting; Councillors resolved to acknowledge the statement.

**SC 085 23** Opportunity for Members of the Public to speak

No Members of the public present.

**SC 086 23** Police Report

The last report was dated 28<sup>th</sup> May 2023. Nothing to report – if any questions please get in touch. The Clerk notified the Beat team of the is meeting on 6<sup>th</sup> June 2023 at 12.42 pm.

**SC 087 23** Clerks Report

1. Consider if trees on playing field should be subject to safety inspection was agreed by Councillors to take this action.
2. Councillor Grimley – proposal to mark his service to this Parish with letter of thanks.
3. Action required in Jitty, Clerk to notify relevant parties.

**SC 088 23** Play a Part

Two quotations were presented to Councillors for consideration. Further information requested by Councillors will be conveyed to contractors. In addition the current status regarding grants is awaited. **SC**

**089 23** Correspondence Received

Email information has been distributed as appropriate since the last meeting.

**SC 090 23** Opportunity for Members of the Public to speak

**SC 091 23** Date of next meeting

31<sup>st</sup> July 2023 at 6pm in the Village Hall at South Croxton

Items for inclusion in future agenda

Play a Part project, Allocation of reserve funds.

Meeting closed at 7.30 pm

Confirmed:	Chairman	Date:

## Report from Borough Councillors To South Croxton Parish Council 26.6.23

Cllr Sandra Woodward, Cllr Laurie Needham and Cllr Chris O'Neill are working across Wreake Villages including Cossington, East Goscote, Queniborough, Rearsby, Thrussington, and Ratcliffe on the Wreake. We have a provisional link Councillor for each area, however with 3 of us available we can provide flexibility and strength in supporting South Croxton.

The Green Party on Charnwood Borough Council has a Confidence and Supply agreement with the Labour minority Administration. This means we will vote with them on an issue by issue basis.

We have close working relationships with the Syston, and the Sileby and Seagrave Councillors and are working collaboratively with all Councillors for the benefit of all residents. This should also help to look at the whole picture in Wreake Villages, whilst at the same time understanding South Croxton's unique identity and challenges.

We have been very busy trying to get up to speed with all the areas of governance we need to know about as well as attending council full meeting and sub-committee meetings

Regarding the status of the Local Plan and its adoption, the Inspectorate sent a letter to Charnwood requesting some further information before they can make their decision over its soundness and whether they require modifications.

The letter can be accessed here [CD8.18 Charnwood EiP Inspector Letter 23.05.23.pdf](#)

It's our understanding that CBC have provided the information to the Inspectorate and that there is now some work that needs to be done by the County Council in order for things to progress. Hopefully the plan will be approved early in 2024

An enforcement notice was served 1<sup>st</sup> June on the traveller site . The owners have until the effective date within the Notice to appeal which is likely. If an appeal is lodged, then this matter may go on for some time. The status quo on the site will remain until a decision is reached by the Inspector. Cllr O'Neill has been in contact with the enforcement officer at CBC. One of us will attend any appeal hearing over this issue.

Cllr Woodward is a co-opted member of Charnwood Arts. This charity and plans to increase the reach of services and projects in South Croxton and the surrounding area. We welcome ideas and input from parish council and residents about how the village might benefit from Charnwood Arts.

Please do be in touch with either new or outstanding issues that residents require help with, and we will be more than happy to assist. We will make sure our contact details are with residents in the next 2 weeks and we will consider holding a surgery if this works for residents. Please do get in touch between Parish meetings if there is anything we can help with. Best wishes, Cllrs Woodward, Needham and O'Neill. 23.06.202

Confirmed:

Chairman

Date: