

# South Croxton Parish Council

## Minutes of the Parish Council Meeting held on Monday 8<sup>th</sup> April 2024 at 6.00 pm in the Village Hall

Councillors present: Cllr Elizabeth Norton, Cllr Vicki Newbery, Cllr Dan Fryer, Cllr Jane Daly, Cllr Dave Morris (delayed).

In attendance: Clerk – Mr SC Johnson, Members of the Public – 1

### **SC 24/1** Welcome to the meeting

Resolved by the meeting that Cllr Vicki Newbury be appointed as Chairman for this meeting.

The Chairman welcomed those present.

### **SC 24/2** Apologies for Absence

Borough Cllr Chris O'Neill

### **SC 24/3** Disclosure of Interests and Dispensation by Councillors for this meeting

Disclosure of interest in item 10 of the agenda was declared by Cllr Norton and Cllr Daly as officers in the Church.

No dispensations were declared at the start of or during the meeting.

### **SC 24/4** Approve by resolution and sign Minutes of Parish Council meeting held on 11<sup>th</sup> March 2024

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

### **SC 24/5** County and Borough Councillors' Reports

Cllr O'Neill submitted his report which is added at the end of these minutes.

### **SC 24/6** Matters Arising from meeting minutes of 11<sup>th</sup> March 2024

#### Matters Arising from meeting minutes of 11<sup>th</sup> March 2024

SC 200 24

Minutes of Extra Ordinary meeting held on 26<sup>th</sup> February 2024 were circulated on 6<sup>th</sup> March 2024 on website.

SC 202 24

The .gov.uk application to the Clerks email address has been approved. Authorisation to use it is awaited from Cuttlefish.

SC 205 24

ACV for the Golden Fleece is to be re submitted by a separate community group. The Clerk has provided documentation used in the original application to assist the new group but is not further involved.

SC 206 24

Fly tipping and pot holes – the tipping sites are now clear, checked 27<sup>th</sup> March 2024.

The potholes have been photographed and submitted to Highways by the Clerk. (See update circulated by Highways on 5<sup>th</sup> April 2024).

SC 207 24

The funders meeting was attended by the Clerk on 13<sup>th</sup> March 2024. An application is to be submitted for the Play a Part project.

### **SC 24/7** Planning Matters for meeting on 8<sup>th</sup> April 2024

Travellers site – An Enforcement Notice, E11 Ref No. E/22/0225, Signed 26/05/2023, 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) has been withdrawn. 3 large caravans removed from site. No report from Planning since meeting on 11<sup>th</sup> March 2024.

Confirmed:

Chairman

Date: 13<sup>th</sup> May 2024

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 – Note potential traffic movements estimated by Tenacity Planning Consultants. NEW – National and Built Environment Team comments dated 29<sup>th</sup> November 2023. No report since last meeting on 11<sup>th</sup> March 2024. Parish Council awaiting outcome of Natural and Environmental Team decision before making further comment.

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 on 11<sup>th</sup> March 2024.

P/22/1703/2 - 85-87 Main Street - Tree works in conservation area – Reclassified as REGISTERED on 21<sup>st</sup> September 2022. No change since last meeting on 11<sup>th</sup> March 2024.

P/23/1117/2 18 School lane – Tree works – New – but no change in status meeting on 11<sup>th</sup> March 2024.

E/24/0084 – Golden Fleece, works not in accordance with plans( P/21/1709/2 - Conversion of part of existing restaurant and dwellings and extension of building to form 2 No. 2 storey dwellings and 2 No. flats and associated works). Clerk to check planning applications and respond to the Planning Department about a door appearing some 4 feet above the ground at a point where school buses, and library van stop.

P/24/0203/2 Land 3 Turns Lane - Change of use of land to a livery business with associated equestrian buildings. These include 2 no.field shelters, 2 no.stables and hay store (all retrospective) and the construction of a new building with solar panels on roof slope to provide 1 no.stable, tack room, storage and toilet facility. – Current status invalid. Amendment to planning permission P/21/2154/2, granted on 20.05.2022, which comprises the removal of the temporary storage container and tourer caravan from the development and the accommodation provided in the new stable building. Clerk to query the size of the plot at 16 hectares in the application and express concerns about overcrowding at this point in the village. Clarification of the removals of caravan and barn to be assessed.

#### **SC 24/8** Financial Matters for meeting on 8<sup>th</sup> April 2024

##### a) Bank Accounts and Reserves

|  |                                       |
|--|---------------------------------------|
| <b>Statement Current Account Balance</b>   | <b>£ 2932.50 (Statement to 05/03)</b> |
| Estimated Income to year end               | £ 0.00                                |
| Total                                      | £ 2932.50                             |
| Uncleared Cheques from last meeting        | £ 731.23                              |
| Estimated spend to year end                | £ 1380.96 (Actual)                    |
| Estimated Current Account Balance @ yr/end | £ 820.32                              |

##### **Statement Reserve Account Balance** **£18030.78 (Statement to 05/03)**

##### b) Cheques to be approved at meeting

|                              |          |             |
|------------------------------|----------|-------------|
| HMRC (Mar)                   | £ 67.20  | Chq No 1148 |
| Clerks Wages (Mar)           | £ 268.53 | Chq No 1149 |
| Village Hall Rent (Apr)      | £ 55.00  | Chq No 1150 |
| Clerks Expenses (£0.45/mile) | £ 24.30  | Chq No 1151 |
| CBC Street Lighting Recharge | £ 965.93 | Chq No 1152 |
| TP Jones & Co LLP            | £ 56.70  | Chq No 1153 |

**Total Amount** **£ 1437.66**

##### b) Revised Accounts

|            |          |                                 |
|------------|----------|---------------------------------|
| Confirmed: | Chairman | Date: 13 <sup>th</sup> May 2024 |
|            |          |                                 |

**REVISED ACCOUNTS AT 8TH APRIL 2024**

| CATEGORIES               | PRECEPT         | SPEND<br>TO DATE | ESTIMATE           | TOTAL YR<br>END | -USPND<br>OVER<br>SPEND |
|--------------------------|-----------------|------------------|--------------------|-----------------|-------------------------|
|                          |                 |                  | SPEND TO<br>YR END |                 |                         |
| PAYROLL SERVICE          | 230.00          | 226.80           | 3.20               | 230.00          | 0.00                    |
| OFFICE EXPENSES          | 200.00          | 155.47           | 44.53              | 200.00          | 0.00                    |
| WEBSITE                  | 372.00          | 372.00           | 0.00               | 372.00          | 0.00                    |
| CLERKS SALARY            | 3060.00         | 3203.83          | -143.83            | 3060.00         | 0.00                    |
| DEV ACCUMULATOR FUND     | 945.00          | 945.00           | 0.00               | 945.00          | 0.00                    |
| INSURANCE                | 340.00          | 401.32           | 0.00               | 401.32          | 61.32                   |
| PLAYING FIELD INSP/MAINT | 500.00          | 250.78           | 249.22             | 500.00          | 0.00                    |
| PLAYING FIELD MOW/STRIM  | 1400.00         | 1080.00          | 320.00             | 1400.00         | 0.00                    |
| SUBSCRIPTIONS            | 215.00          | 237.41           | 0.00               | 237.41          | 22.41                   |
| STREET LIGHTING          | 771.61          | 771.61           | 0.00               | 771.61          | 0.00                    |
| VH RENT                  | 550.00          | 605.00           | -55.00             | 550.00          | 0.00                    |
| DEFIBRILLATOR            | 300.00          | 407.95           | -107.95            | 300.00          | 0.00                    |
| HMRC                     | 764.00          | 863.20           | -99.20             | 764.00          | 0.00                    |
| TRAINING BUDGET          | 150.00          | 0.00             | 150.00             | 150.00          | 0.00                    |
| ELECTION RESERVE         | 0.00            | 0.00             | 0.00               | 0.00            | 0.00                    |
| INTERNAL AUDITOR         | 220.00          | 200.00           | 20.00              | 220.00          | 0.00                    |
| RESERVE ACCOUNT TOP UP   | 500.00          | 500.00           | 0.00               | 500.00          | 0.00                    |
| CLERK HTG/LIGHTING       | 120.00          | 120.00           | 0.00               | 120.00          | 0.00                    |
| NORTON A/V PRODUCTS      | 100.00          | 94.98            | 0.00               | 94.98           | -5.02                   |
| <b>TOTALS</b>            | <b>10737.61</b> | <b>8990.35</b>   | <b>380.97</b>      | <b>10816.32</b> | <b>78.71</b>            |
| CONTINGENCY              | 1013.39         | 0.00             | 0.00               | 0.00            | 0.00                    |
| <b>TOTALS</b>            | <b>11751.00</b> | <b>8990.35</b>   | <b>380.97</b>      | <b>10816.32</b> | <b>78.71</b>            |

| <b>CURRENT ACCT NON BUDGETED ITEMS</b> |                |
|--|----------------|
| Maintenance                            | 23.00          |
| VH Donation                            | 500.00         |
| Maintenance                            | 70.00          |
| VH PAP                                 | 7500.00        |
| Maintenance                            | 35.00          |
| RGS CONSULTANTS                        | 540.00         |
| <b>TOTAL</b>                           | <b>8668.00</b> |

| <b>BANK BALANCES 8th April 2024 meeting</b> |          |                             |
|---|----------|-----------------------------|
| CURRENT ACCOUNT BALANCE                     | 2932.50  | SUPPORTED BY BANK STATEMENT |
| LESS UNPRESENTED CHQS                       | 731.23   |                             |
| ADJUSTED CURRENT ACCOUNT BALANCE            | 2201.27  |                             |
| RESERVE ACCOUNT BALANCE                     | 18030.78 | SUPPORTED BY BANK STATEMENT |
| Includes Interest 29TH FEB 2024             | 20.75    |                             |

Clerk to check under/overspend column on spreadsheet to ensure correct display.

|            |          |                                 |
|------------|----------|---------------------------------|
| Confirmed: | Chairman | Date: 13 <sup>th</sup> May 2024 |
|            |          |                                 |

**SC 24/9 Police Report**

The report stated no events. Clerk to challenge this due to RTA in the village earlier in the month causing severe injury and attended by Police, Ambulance and Gas Board.

**SC 24/10 St Johns Church – Request for grant**

Councillors resolved to make the payment requested but conditions to be considered. Clerk to write to Church warden.

**SC 24/11 Items raised at meeting**

- Review Orders and Regulations  
The following South Croxton Parish Council Orders and Regulations have been reviewed and were presented to the meeting. The Parish Council resolved, proposed Cllr Morris, seconded Cllr Fryer, to approve the documents as shown following:  
Asset Register  
Publication Scheme  
Business Continuity Plan  
Complaints Procedure  
Equality and Diversity Policy  
Financial Regulations  
Risk Assessment  
Members Code of Conduct  
General Data Protection Regulations (GDPR)  
Standing Orders  
South Croxton Parish Council – Grant Policy
- Proposed change to payment method to use digital banking  
The meeting upheld the need to have 2 signatories to approve expenditure. Clerk to investigate further before the next meeting.

**SC 24/12 Opportunity for Members of the Public to speak (Limited to 3 minutes per person)**

A concern was expressed about the road surface throughout the length of Kings Lane. Traffic abuse of the road width is churning up verges, the surface is breaking up along the lane centre and pedestrian traffic for the elderly is difficult. At the top of the Lane there are large holes and debris dumped from previous works. Photographs are to be sent to Highways with a request for action to remedy these problems.

**SC 24/13 Correspondence received**

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

**SC 24/14 Date of next meeting**

The next Parish Council meeting will be held on Monday 13<sup>th</sup> May 2024 at 6pm in the Village Hall at South Croxton. This meeting closed at 7.10 pm.

**Items for inclusion in future agenda**

Banking arrangements,

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Charnwood Councillor Report to South Croxton Parish Council -April 2024.

The decision by Charnwood Council to allow the appeal against the awarding of Community asset status to the former public house ‘ The Golden Fleece’ has causes a great deal of upset amongst the residents of South Crowton. Understandably so in my view. I have contacted the chief executive of Charnwood and suggested another community group would like to apply for ACV (

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Date: 13<sup>th</sup> May 2024

Asset of Community Value ) status for the building. He is currently seeking legal advice on this issue.

Although the floods that were caused by storm Henk have passed the heavier than expected rain fall over the past weeks have meant that flooding remains an issue for many residents. I attended a meeting organised by Syston Town Council for allow the residents of Wreake Villages to raise their concerns and seek advice about flooding. The message from the Environment Agency was that climate change would result in heavier and more frequent rainstorms. They would give warnings and carry out maintenance but residents needed to be prepared. The advice from the County Council was for residents to have a flood plan.

- Sign up for flood warnings;
- Get household insurance;
- Collect important documents in a safe dry place;
- Have a flood kit ( water, blankets, torch etc);
- Have sandbags or similar available

Charnwood have set up a Flood Scrutiny Panel to review preparations for flooding. The panel is due to report before the summer.

There are elections for a Police and Crime Commissioner taking place on Thursday 2<sup>nd</sup> May 2024. The deadline to register to vote or for a new postal vote is 16<sup>th</sup> April. People voting at a polling station will need to have photo ID and should take care to check that they have a form of photo I.D from the approved list which can be found by calling 01509 634546 or at [www.charnwood.gov.uk/pages/voter\\_id\\_faqs](http://www.charnwood.gov.uk/pages/voter_id_faqs).

All Parish Councils have now been asked to have a policy on Biodiversity. The County Council recently organised a county wide webinar for all borough councillors on this issue. I have contacted LRALC and suggested they may wish to present a meeting on this.

**Chris O'Neill** cllr.chris.o'neill@charnwood.gov.uk

**Sandra Woodward** cllr.sandra.woodward@charnwood.gov.uk

**Laurie Needham** cllr.laurie.needham@charnwood.gov.uk

**ALL MINUTES ARE DEEMED DRAFT UNTIL SIGNED**

Confirmed:

Chairman

Date: 13<sup>th</sup> May 2024