

# South Croxton Parish Council

## Minutes of the Parish Council Meeting on Monday 4<sup>th</sup> February 2019 at 6.30 pm in the South Croxton Village Hall

Councillors present: Cllr JoAnne Charles, Cllr Liz Norton,  
Cllr Paul Gant, Cllr Steve Goodger,  
County Cllr Brenda Seaton,  
Borough Cllr Daniel Grimley  
1 Member of Public

In attendance: Clerk– Mr SC Johnson

Meeting opened at 6.30pm.

1. Welcome -

Cllr Charles opened the meeting and welcomed all present.

2. Apologies for Absence –

None

3. Disclosure of Interests by Councillor for this meeting –

None

Opportunity for County/Borough Councillors to address the meeting -  
Cllr Seaton confirmed that the repainting of the white lining in the area  
was in hand including South Croxton Road. It was also confirmed that  
the Big Lottery Grant had been resubmitted for the project with RCC  
called 'Play a Part' on 24<sup>th</sup> January 2019. Response acknowledging  
application received.

Cllr Grimley gave a report on the latest situation with the Travellers  
site application (see copy at the end of these minutes). Cllrs also  
mentioned the level of the ground toward the rear of the site has risen  
due to the deposit of materials and could be a flood threat during  
water runoff (however the Enforcement Officers report states that the  
landscaping requirement has been clarified).

The current situation on the Solar Farm application has been clarified  
by an email sent to the Clerk from the Planning Officer Pat Reid (copy  
to be circulated to Both Cllr Seaton and Cllr Grimley by clerk). Cllr  
Grimley noted that this is a wait and see matter until further action by  
the Planning Officer.

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Confirmed:

Chairman

Date:

Cllr Grimley also mentioned that the Borough Council had an adequate Housing supply but there were a couple of Planning Applications going to appeal which could challenge this figure.

Cllrs Seaton and Grimley left the meeting at 1852 hrs.

4. Confirmation of the previous meeting minutes on 7<sup>th</sup> January 2019.  
The minutes were unanimously approved as a true record, and duly signed by the Chair. Clerk to File and post on website.
5. Matters arising from minutes of previous meeting – Two items outstanding for action were:
  - a) the need for a listing of the contact details and website addresses of local roadworks and any flooding to be attached to the Parish Council website to enable Parishioners to report issues directly – the website now contains links enabling these facilities to be accessed, and
  - b) clerk to notify Highways of the need to clean the gully near 51 Main Street to the Kings Lane/School Lane cross roads – LCC reports show that this action is in hand.Further –
  - c) A letter clarifying funding issues has now been approved and despatched to the Village Hall Treasurer, this was to answer an email received from the Village Hall in January. The letter was read to the meeting and agreed as appropriate.
  - d) The clerk confirmed that the Precept document signed at the last meeting was despatched to CBC via email and Letter on 10<sup>th</sup> January 2019.
  - e) As stated earlier in the meeting the Big Lottery Grant had been resubmitted for the project with RCC called 'Play a Part' on 24<sup>th</sup> January 2019. Response acknowledging application received.
6. Clerks Report –
  - a) A VAT claim has been submitted for £1756.91. The claim covers the period from 19<sup>th</sup> December 2016 to 31<sup>st</sup> December 2018.
  - b) A job list has been produced to carry out the work defined in the Rospa report dated 11<sup>th</sup> May 2018. A date in the spring is to be decided when the Councillors and Clerk will implement the works.
  - c) The Clerk has attended an Elections Workshop at LRALC in preparation for the Elections taking place in May 2019. The cost of this workshop was £10 plus travel expenses.

Confirmed:

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d) Although the Police had visited an area in the village where cars had been causing an obstruction on the pavement (and reported that they had found no evidence) the problem was still evident and the police will be asked to check again especially in the afternoon and evening.

7. Planning updates –

A sheet giving details of all applications has been refined to assist Cllrs in assessing current status of each application. At subsequent meetings only a relevant part of the sheet will be published.

General discussion resulted in agreement to monitor the Solar Farm application. It was agreed that no further comments were outstanding to the CBC Planning Department. The application to provide an additional paddock entrance has been granted by the Planning Department and a query has been raised as to why the Parish Council comments were not displayed on the planning website – to be followed up.

8. Conservation area Boundary Review (Consultation ending February 11<sup>th</sup> 2019 –

The Review was relevant to the following areas:

Barkby and Barkby Thorpe, Beeby, Hathern, Queniborough, and Thurstaston conservation area boundary review. It was considered important that Councillors were aware of the changes in bordering villages and relevant maps illustrating the changes were circulated at the meeting. A reminder of the South Croxton boundary was also circulated for reference. A brief discussion ensued but no further action was considered necessary on the matter.

9. Financial Matters –

a) Analysis of Bank Accounts and Fund Reserves

The document ‘Cash position for year end 2018/2019’ was tabled at the meeting. Discussion at the meeting centred on the reserve funds and the Community Contribution Fund. In conclusion the meeting agreed the statement represented a true picture of the finances of the Parish Council.

b) The following cheques were approved and signed at the meeting including an additional invoice arriving on the day of the meeting:

HMRC	£ 31.60
Clerk Wages	£126.49

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Clerk Expenses      £ 7.50  
LRALC                £ 10.00

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- c) Small Grants – Restatement of procedure  
Councillors were reminded of the written procedures established for village organisations to make claims from this fund which was budgeted for in the precept each year and open to qualifying organisations within the parish.
10. Introduction of Risk Assessment Policy and Business Continuity Plan -  
These two Plans have been added to the Control Documents of the Parish Council to ensure the overall risk strategy is contained in the first instance and to ensure the continuation of the business in the event of the demise of key personnel by ensuring computer pass words and administrative structure of the Council is available in the second instance. The documents had been circulated prior to the meeting and were agreed by Councillors and signed by the chair.
11. Opportunity for Members of the Public to speak  
No formal comments made.
12. Items for inclusion as future agenda items  
Management of Defibrillator for use in an emergency  
Community Pubs
13. Date of next meeting to be 4<sup>th</sup> March 2019
14. The meeting concluded at 2010 hours.

Confirmed:

Chairman

Date:

Councillor Grimley report to Parish Council

Dear Cllr Grimley,

I met with the Agent early last week and we have clarified exactly what is required in regard to the application for the washroom and the details of landscaping for the rest of the site. I am awaiting the submission which should be this week. Just to clarify, the work so far is not considered inappropriate and is in line with the details they are submitting in the application. Despite asking the question I have had no indication as to when Mr Connor will move onto the site. I will continue to chase the applications and get these matters resolved so we can close our enforcement file on this matter and residents will know exactly what is meant to happen.

If you have any further questions then please let me know.

Best regards

Helen.

Mrs Helen Robinson  
Team Leader Planning Enforcement  
Charnwood Borough Council

Confirmed:

Chairman

Date:

DRAFT

Confirmed:

Chairman

Date: