

**MINUTES of a MEETING of the HUGGLESCOTE AND DONINGTON LE HEATH PARISH COUNCIL held at 7.30pm THURSDAY, 15 September 2016, at the Community Centre, Grange Road, Hugglescote**

**Present:** Cllr R Johnson in the Chair  
Cllrs I Abbott; W Jennings; J Jordan; J Ross-Foden;  
J Springthorne, M Tudor

**In attendance:** Mr S Weaver (Clerk), Mr G Anderson (Minutes)  
4 members of the public

**Apologies:** L Ross-Foden

Declarations of interest:

Cllr Johnson declared

“I will consider the matters in my capacity as a Parish Councillor in full consideration of my Parish Council duties. The decision/representation will be in my capacity as a Parish Councillor, not in my capacity as a District Councillor/Member of the Planning Committee and without full knowledge and detail of the matter as will be before me in my capacity as District Councillor.

I take my position as a District Member/Member of Planning Committee under full duty of my Code of Conduct obligations with an open mind, objectively and on assessment of the individual merits of all matters before me and will not be prejudiced by my Parish Councillor status.”

**16/119 POLICING MATTERS**

No police attendance at the meeting. However, the Clerk had received notification that there were no incidents to report.

**16/120 COUNCILLOR VACANCY**

The Clerk reported that following Ian Hurst’s resignation there has been no call for an election and that the Council may now co-opt to the position. The vacancy would be advertised in accordance with the agreed co-option procedure and appointment made at the October meeting.

**16/121 PUBLIC PARTICIPATION SESSION**

**Berry Hill Lane**

Resident’s query raised at the meeting regarding the timetable for consideration of the planning application in respect of up to nine dwellings [16/89 and 90(a) also refers]. Clerk to keep resident informed.

**16/122 MINUTES****Resolved**

That the minutes of the meeting held on 21 July 2016 be agreed as a correct record.

**16/123 PLANNING MATTERS****(a) Application**

- (i) App Ref 16/00903/FUL - 12 Briar Close, Hugglescote – Single storey front and rear extensions and new detached garage.

**Resolved**

That the Council has no objection to the applications.

**(b) Decisions Approved - noted**

- (i) App Ref 16/00934/FUL – 8 Mill Dam, Hugglescote – single storey side/rear extension

**(c) Local Plan**

Response submitted noted.

**(d) Frearson Road – disposal of surplus top soil**

Previous min 16/107(e) also refers. An assurance had been received from LCC that the removal of surplus top soil did not pose a problem.

**16/124 FINANCIAL MATTERS****(a) Banking Arrangements and Mandate**

The Clerk explained that under *Financial Regulations Banking Arrangements 5.4* all payments by cheque will be authorised by any two members of the Council. The Council had nominated Cllrs Abbott, Jennings and Johnson as authorised signatories and a further nomination was required to replace Ian Hurst who had resigned his position as Parish Councillor.

**Resolved**

That Cllr M Tudor be added to the list of nominated signatories.

**(b) Accounts for Payment****Resolved**

That the invoices received, debit card payments made and receipts received since the last meeting and listed in Appendix A be approved.

**16/125 GRANT APPLICATION**

Members considered a request for a grant from the Heritage Group. The application stated that the Heritage Group was now established and ready to create a programme of speakers for the year. This would kick-start the Group's fundraising activity by being able to request a membership fee and a small fee for each speaker event and so sustain the programme in the future.

**Resolved**

That a grant of £250 be made to the Hugglescote and Donington le Heath Heritage Society.

**16/126 STREET NAMING****(a) Frearson Road, Bloor's Development, plots 7-15****Resolved**

That Leonard Ball Close be suggested to the District Council.

**(b) Manor Farm**

Members noted that the developer had chosen "Hunts Farm Close" as the name for this development.

**(c) Policy on Street Naming**

The Clerk reminded Members that themes had been identified at a previous meeting when discussing street naming. Suggestions had also been received recently from Miss H Hudson. Members thanked Miss Hudson for her suggestions and accepted that a policy was required to inform future discussions. Cllr Johnson agreed to draft a document for consideration at the next meeting.

**16/127 HIGHWAYS ISSUES**

- (a) Frearson Road collapsing drains – email with photographic evidence to LCC suggested.
- (b) Standard Hill – Van parking on brow of hill – LCC Highways advice to be sought.
- (c) Traffic calming methods and costs – advice awaited from LCC.
- (d) Dennis Street and Fairfield Road parking issues raised by residents to be answered by the Clerk. Members acknowledged that some highways matters had no solution.

**16/128 LAND AND GROUNDS MAINTENANCE****(a) Grounds Maintenance Issues****Resolved**

That the recommendations of the L&GM Group contained in Appendix B be agreed.

**(b) Contract Specification**

Report to be considered at the next meeting of the Parish Council.

**(c) Frearson Road Public Open Spaces**

Members considered a request from Bloor's and NWLDC to consider the open space planting schedules for this development.

**Resolved**

That the Developer and District Council be advised that the planting schedules are acceptable.

**16/129 CURRENT CONSULTATIONS****(a) LCC Highways Maintaining Leicestershire's roads, pavements and verges****Resolved**

- (i) That Members respond to the consultation as individuals.
- (ii) That the Clerk respond to LCC asserting the need for appropriate detailed legal and other information from LCC before any additional duties can be considered for transfer.

**(b) LCC Minerals and Waste****Resolved**

That Members respond to the consultation as individuals.

**(c) LRALC Development & Member Support Questionnaire****Resolved**

That the Clerk respond to the questionnaire.

**16/130 WARD AND COUNTY COUNCILLOR REPORTS**

CC Eynon's report was received and noted. Cllr Johnson raised the following matters

- Forest Road – 'crater' left by contractors undertaking sewage work and footpath to be dug up. Notice should be given to the Parish Council to enable residents to be alerted.

- Newbridge School – NWLDC Cabinet to consider contributing £50,000 of public money to a sports scheme.

**Resolved**

That Cllr Jordan attend the meeting of the NWLDC Cabinet and voice the Council's concern at the proposal to spend £50,000 of public money on a private enterprise scheme at Newbridge School.

**16/131 COMMUNITY ENGAGEMENT**

Members congratulated the CE Group and Louise Ross-Foden on the success of the film nights. Future events might include more children's films and quiz nights.

**16/132 TRAINING**

Cllrs Springthorne and Johnson would be attending training on "calling in" and "Section 106" procedures on 20 September 2016.

**16/133 CLERK'S UPDATE**

The Clerk referred to the Action Sheet circulated on today's agenda, which was reviewed and updated at the meeting.

Unfortunately no member was now available to attend the Scout Group Fete on 17 September 2016.

**16/134 CORRESPONDENCE**

The Clerk had been notified of a Reading Club to held on Wednesdays at Fairfield Court between 2 and 4.30pm starting 28 September 2016.

**The meeting closed at 9.55pm**

**The next meeting of the Parish Council will be held on 20 October 2016**

## APPENDIX A

**Expenditure Transactions August 2016  
August Payment**

Payee/Order/Date	Invoice No.	Detail	Payee Amount ex vat	Vat	Total	Cheque no / Payment	Project /comment
August		Clerk Salary	887.09			300360	Contract

**Payments to be authorised September 2016**

Payee/Order/Date	Invoice number	Detail	Payee Amount ex vat	Vat	Total	Cheque no / Payment	Project /comment
H Perkin/ LJB		Delivery Bear Facts	50.00		<b>50.00</b>	300361	C Eng
NWLDC	517160072	Printing Bear Facts	189.83		<b>189.83</b>	D Card	C Eng
Pete Groshl	116	Film Hire Dads Army	130.00		<b>130.00</b>	362	C Eng
Simon Weaver		Expenses Q1 April May June	237.83	10.00	<b>247.83</b>	363	Expenses Q3
Simon Weaver		Salary September				364	Contract
EPT	13544	EPT Services	132.39	26.48	<b>158.87</b>	D Card	Banners
Grant Thornton		Audit Fees	400.00		<b>400.00</b>	D Card	
Heritage Group		Grant				365	Subject to agreement

**Signed**  
**Dated**

**Receipts  
August September 2016**

Date Credited	Invoice number	Detail	Total	Comment
03/08/16		Soldier Book Sales	<b>14.00</b>	From 2015/16
03/08/16		Pidgeon Book Sales	<b>25.00</b>	From 2015/16
03/08/16		Film Night The Queen	<b>57.50</b>	
03/08/16		Film Night Lady in the Van	<b>100.00</b>	
05/08/16		Co-op Bank Interest	<b>8.80</b>	

**APPENDIX B****Land & Property Working Party September 2016****Notes and Recommendations**

Present Ian Abbott, Russell Johnson, John Jordan, Clark Robinson and Simon Weaver

**(a) Tree reports**

	<b>Report from</b>	<b>Comment</b>
<b>1</b>	Mill Dam Gardens <b>Willow tree</b> <b>Request to fell</b>	NWLDC recommend reduce by 20% as part of contract and have informed resident Resident not in agreement with this decision.  <b>Recommendation:</b>  <b>To reduce as per GM contract</b>
<b>2</b>	42 Station Road <b>Sycamore Tree overhanging house</b>	<b>NWLDC recommend</b> After looking at the trees it's a multi stemmed sycamore that really needs pollarding or removing, it is close to the boundary wall which belongs to no 42 and could potentially damage it in time also it is overhanging the boundary and touching a telephone post and wires. Work is more than annual GM contract  Total cost £520  <b>Recommendation:</b>  <b>To carry out as per advice received.</b>
<b>3</b>	<b>Oak Tree adjacent to 28 Station Road</b> Tree interfering with foundations, TV reception, leaves and branches roots are underpinning property and requests tree removed.	<b>NWLDC Recommend reducing as per GM contract.</b> No evidence that roots are causing structural damage If resident continues to raise concerns then suggest they contact their own insurer in the first instance.  <b>Agree as per NWLDC advice</b>
<b>4</b>	Scout Land tree overhanging Station Road	NWLDC prune as per contract  <b>Noted</b>

**(a) Tree reports (continued)**

	<b>Report from</b>	<b>Comment</b>
<b>5</b>	Millfield 4 trees vandalised	To replace using spare planted trees NWLDC advise cost to replant £250 Cost to replace £240  <b>Land &amp; Property Recommend</b>  <b>To purchase 4 trees</b>
<b>6</b>	<b>Quelch Close</b> <b>Silver Birch</b> NWLDC have been out and looked at the tree and are of the opinion the Silver Birch needs felling roots are underpinning drive and lifting tarmac The PC has a responsibility as the tree owner Quote <b>£250,</b>	<b>Recommend to re-consider.</b>  Further inspection has been carried out and the tree is overshadowing other species. To follow NWLDC advice would be advantageous.  <b>Recommend</b> <b>To agree with NWLDC advice</b>

**(b) Grounds Maintenance****Millfield**

	<b>Report</b>	<b>Comment</b>
<b>1</b>	Re seeded NWLDC to claim from ST £400. For earth moves to make good to allow football team to play	Carried out and ground levelled Barriers still in place Football field being used by FC Victoria  <b>To note</b>
<b>2</b>	Brookside resident reports re anti social behaviour on Millfield	Shrub / hedge being applied for through SVEIF Grant funding may be required  <b>Contact Brookside / resident once costs obtained</b>
<b>3</b>	Anti Social behaviour on Millfield Gate to be locked at night	Cost of gates £2000. Cost of installing pull up post being applied for Approx cost £400 to supply and fit <b>Contact Brookside residents to consider providing lock &amp; unlock arrangements once details known</b>



**Millfield (continued)**

	<b>Report</b>	<b>Comment</b>
<b>4</b>	Resident request re GM schedule work	NWLDC carry out GM work twice a year Spring /Autumn  <b>Recommend</b> <b>To note and contact resident to discuss licence to cross permit.</b>
<b>5</b>	Play Ground equipment	Reported faulty and repaired  <b>To note</b>
<b>6</b>	Pavilion NWLDC regularly inspect	No issues raised Standing Charges being identified  <b>To note</b>
<b>7</b>	Benches	Need re-staining  <b>To note</b>

**(c) Ashburton Road**

	<b>Report</b>	<b>Comment</b>
<b>1</b>	<b>Benches</b> Sence Valley application to site 2/3? benches on the Playing field at a cost of £1800 (3)	SVEIF application submitted NWLDC support in principle Grant funding requested  <b>Decision Required</b>  <b>Agree and delegate to the Clerk to discuss with NWLDC a contribution (up to 50%) that the PC is prepared to allocate towards this project.</b>
<b>2</b>	Ashburton Road Requested hedge be reduced	Work in progress  <b>To note</b>

**(d) Clutsom Road Playing area**

	<b>Report</b>	<b>Comment</b>
	Nothing Raised	

**(e) Brambles estate open space**

	<b>Report</b>	<b>Comment</b>
	Nothing raised	

**(f) Miscellaneous**

	<b>Report</b>	<b>Comment</b>
<b>1</b>	<b>Bulbs Planting</b> <b>NWLDC Green Shoots Scheme</b>	Offer received from resident to purchase and plant. However NWLDC can supply 3000 mixed bulbs through Green shoots scheme  Cost to the PC £95 contribution (less than half funded)  <b>Recommendation</b>  <b>That bulbs are purchased and areas identified for planting.</b>
<b>2</b>	<b>Quelch Close</b> Request to site on alleyway adjacent to open space area NWLDC considering	<b>Recommendation</b>  <b>Article for Bear Facts requesting community to identify areas of concern re littering and then reconsider with a targeted plan.</b>
<b>3</b>	LCC Footpaths Footpath N85 Forest Road	LCC report number 9574960 with Public Rights of Way Inspector Highways cleared nettles but left Hedges unaffected Terri Eynon 8 August  <b>To Note</b>
<b>4</b>	Dennis Street Island Vehicle had gone over the island and broken some curbs and cracked surrounding tarmac 5 July	Reported to LCC Highways  <b>To Note</b>