

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON 7<sup>th</sup> MARCH 2021 AT 5.00PM VIRTUALLY

In Attendance – Cllr J Windsor - Chairman  
Cllr S Martin  
Cllr L Sackett  
Cllr R Bird  
Cllr M Roscoe  
Cllr S Ratledge

Cllr O de Braekeleer  
Cllr M Pilkington  
Cllr M Jones (CWaC Ward Councillor)  
Mr Rob Charnley – CWaC  
Members of the Public: 9

**ABSENT** Cllr S Hyden

**APOLOGIES** – No apologies were received.

**DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS & DISPENSATION REQUESTS** – Cllr Ratledge declared he was a Governor of Huxley Primary School.

### PUBLIC SESSION

Rob Charnley – Head of Planning at CWaC

In view of the Government reviewing planning policies in a recent White Paper, the Parish Council invited Mr Charnley, Head of Planning for CWaC to find out his views on whether the Neighbourhood Plan will need to be updated or whether the Parish Council should look into the possibility of becoming a conservation area. Mr Charnley said that the Parish Councils would possibly need to look at design and place making and update their Neighbourhood Plans accordingly when more information comes available from the consultation on the white paper, in the spring.

Mr Charnley reported that there were a lot of planning changes coming forward in 2021 and we are all waiting to see what the government announces in terms of what format the changes will take following the recent consultation.

Mr Charnley confirmed that it would be the local authority that designate areas that are not sustainable to areas that will be protected. A Conservation Area would require appraisal work that picked out the heritage assets in the area which would make the area eligible to become a Conservation Area. Mr Charnley recommended looking at establishing a ‘design code’ and place making this would mean the Parish Council would identify what makes the area special & what Parish Council approved development might look like. There is no information as to how a Conservation area could protect a village in the new planning legislation.

Mr Charnley sought clarification as to what the Parish Council would want to see if they were approaching the local authority about a designated Conservation Area. What would the Parish Council want that designation to achieve? What would the Parish Council consider in the area that makes it worthy of being a Conservation Area status? However, he cautioned the Parish Council that becoming a Conservation Area may not provide any protection under the new planning legislation. Further discussion was required by the Parish Council.

*Mr Charnley left the meeting.*

## Huxley Primary School Update

Cllr Jones thanked the Parish Council for their support in the consultation on Huxley Primary School, the local authority has accepted the business 'recovery' plan and they now can move forward. They are now looking towards stabilising the school. They are looking to recruit a permanent Head Teacher to start in the school in September, additionally they are also looking for to recruit a 0.6 FTE KS1 teacher. They have received over 20 enquiries for flexi schooling applicants to join the school which is very encouraging. Mr Jones reported that they are looking to have 40 children in the school for Census day in October, if they are able to achieve this then they would hope to no longer have a budget deficit. They are trying to encourage full time students as well as flexi school students as the business plan is for a hybrid model. Regarding children who are being home educated, it is proposed they come to school for three days a week – they will receive a full education within those three days and the curriculum has been designed to ensure that the core elements are taught in those three days. Cllr Jones made the point that Huxley was not becoming a school specifically for special needs children.

Everyone is now working very hard to get the message out that the school is very much 'open for business'. There has been a lot of work put into this project to making it a success. Mr Jones thanked the PTFA and Governors for all their support.

## Home Watch

It was announced that there have been several reports of strangers being seen around villages, it was requested that residents be vigilant during this time.

**ACTION:** Could we ask for more visible police presence - report to Jon Hurst.

It was highlighted that Graham Marsden and Alan Jones (from Home Watch) keep residents updated with any incidents that take place. Anyone wishing to be added to their mail list please contact them.

*Five residents left the meeting.*

## **MINUTES**

**RESOLVED 20/036** that the Chair signs, as a true and correct record, the minutes of the meeting held on 3rd January 2021 proposed by Cllr Bird and seconded by Cllr Roscoe.

## **MATTERS ARISING FROM THE MINUTES**

No matters arising from the minutes were raised that were not covered on the agenda.

## **BUSINESS AND CORRESPONDENCE**

Huxley Primary School – already covered under the Public Participation.

Footpaths – Cllr Pilkington has spoken to Richard Ankers from Public Rights of Way department at CWaCh and the broken stiles have been requested to be replaced by the end of March by the contractor – if they are failed to be done he will find another contractor. Cllr Pilkington to monitor.

Village Gates – Cllr Sackett confirmed that an application made to the Police and Crime Commission had been successful and the Parish Council had been awarded £1,000 towards the Village Gates Project. Additionally, Cllr Jones had also supported this project and confirmed he would contribute £1,000 also to this project. Cllr Sackett thanked Cllr Jones for his contribution towards this project. Cllr Sackett has now contacted Mr Bateman requesting the design and costings for this project.

**ACTION:** Chase Stuart Bateman for designs and costings for this project.

**ACTION:** Write to thank the Police and Crime Commissioner.

Broadband – Cllr Bird reported that he had explored all possible improvements to broadbands in his area. He has been unsuccessful in exploring broadband improvements for the Hargrave and Gleenlooms Area. Cllr

Pilkington confirmed she had a survey undertaken on her property and as she can't get a line of sight to the Church Hall mast she is unable to benefit from improved broadband.

**Fixed Wireless Access** – Cllr Jones declared he had a personal interest in this. He outlined that the 'Fixed Wireless Access' signal comes from the Bosworth Estate to the Ice Cream Farm and then is redirected to the Church Hall in Huxley and then comes through to other properties in the area. It may be possible to pick another line of site for the radio system

**Involvement of Hatton within the Parish Council** - Cllr Windsor confirmed that the Parish Council has considered putting a noticeboard in Hatton but there is no real location for this to be positioned. Cllr Roscoe reported that since the Hatton village joined Hargrave and Huxley Parish Council the Parish Council have had no contact other than planning applications from the residents. Cllr De Braekeleer confirmed that the Parish Council have asked residents within Hatton to come on the Parish Council, but no-residents have come forward.

**ACTION:** It was suggested that the 'Down our Way' magazine could be distributed around Hatton to therefore encourage residents to come forward and be included within the Parish Council Meetings. Cllr Windsor would try to get someone to distribute the magazine in Hatton.

**Telephone Box at Huxley** – Cllr Martin highlighted that other parishes used ex-telephone boxes for books. It was reported that in Hargrave the WI have taken over the telephone box.

**ACTION:** Review again once Lockdown has eased to potentially be used as a public noticeboard that Happy Days could utilitise.

**Neighbourhood Development Plan** – Mrs Carolyn Nicholls was invited to the meeting to undertake a review of the Neighbourhood Plan which is on a 5 year cycle until 2030. This will be done with Cllrs De Braekeleer and Sackett. The Parish Council was asked to review the Plan and look for what is working well and things that will need improving. Cllr Windsor found it very useful in particular with planning applications as it held weight with the planning department. Cllr Windsor sought clarification as to how many new developments have taken place following implementing the Neighbourhood Development Plan. Cllr De Braekeleer confirmed that he would liaise between the Neighbourhood Development Plan Team and the Parish Council and obtain this information

**Flooding on Martins Lane & Guy Lane** – Cllr Bird reported that the ditches towards the end of Martin's Lane cannot take the amount of water coming down the road, the tractors also compounded this problem driving on the verges and creating deep water channels. There are two grids at the end of Martin's Lane that converge into a single grid that flows out into a field.

Because there was so much water, and the two grids merge into a single pipe there was no way the drains would ever be able to handle the amount of water that was pouring down which resulted in the three houses on Guy Lane flooding. The residents have written separately to CWaC, but Cllr Bird asked if the Parish Council would help resolve this for the future.

Cllr Windsor confirmed that the Parish Council have set up a spreadsheet of all items that have been reported to CWaC. The Parish Council undertook to monitor any items reported.

**ACTION** - Cllr Bird to go back to residents to encourage them to log their concerns with CWaC highways.

**ACTION** – Send over pictures for Clerk to report to CWaC.

**ACTION** - Cllr Bird to approach landowner regarding clearing the ditches.

**Conservation Area** – already covered in Public Participation.

**ACTION:** Review at the next meeting.

Litter Picking – Cllr Windsor reported that litter being thrown out of cars has continued – it was suggested that a Litter Picking day should be organised. Cllr Bird reported that he regularly undertakes a litter picking of Guy Lane and Martins Lane.

**ACTION** - Contact CWaC to see if we can borrow litter picking equipment.

**ACTION** – Suggested dates Saturday 3<sup>rd</sup> April and 10<sup>th</sup> April

Noticeboard at Greenlooms – Cllr Windsor thanked Cllr Bird for making and donating the noticeboard in Greenlooms.

CWaC Waste Consultation – Cllr Windsor reported upon the CWaC consultation regarding the proposed Waste Strategy, which will shape how the Council delivers waste services over the next 10 years. Cllr Windsor confirmed Garden Waste collection has now been resumed but there was a proposal to reduce the number of household collections and increase the size of waste bins

## PLANNING

The Planning Register dated 26/02/2021 was accepted and changes to the planning register from last meeting were noted. Cllr Windsor suggested that Enforcement Items could be added to the Planning Register for the Parish Council to monitor

Field in Hargrave next to the Church – The menage and stable block has been approved, the height of the fencing has been reduced and the hedging has been put in place around the perimeter.

20/0437/FUL The Inn at Huxley – the Parish council have concerns that the amount of car parking available to the inn was being compromised due to some of the space being taken up with the deli & butchers. Highways was due to review and report back to the planners regarding this.

20/04806/FUL Meadow Croft - Demolition of existing stables and removal of temporary stables and erection of a new metal clad barn – the Parish Council sought clarification if a change of use was required as they want to run the livery as a business, concern was that there was no parking for customers using the business and how they would get rid of waste from this business. The Parish Council wish to object to the planning application as the previous permission was for the menage to be installed subject to it not being used for business purposes.

*Cllr Bird left the meeting.*

20/04653/FUL Land at Stone Cottage – Cllr Windsor highlighted that further information was requested following a planning officer being allocated – therefore no comments have been submitted as yet.

21/00459/FUL Higher Huxley Hall – no objections were received regarding this application.

*Cllr Bird re-joined the meeting.*

21/00450/FUL Lake House – no objections were received regarding this application.

21/00374/S73 Rose Cottage – no objections were received regarding this application

## Enforcement Issues

Meadow Croft – Cllr Windsor reported that there is an outbuilding that has been converted to a dwelling – this has been reported to Planning Enforcement.

Field in Hargrave next to the Church It was reported that the caravan and septic system has not been removed from the site as per Planning Enforcement requirements. The Parish Council undertook to monitor this application.

18/04117/FUL Greenlooms Farm – Cllr Bird sought an update with regards to this application. The Clerk confirmed she had chased the Planning Department following the last meeting, but no response was received.

**ACTION:** Cllr Jones undertook to check with Planning Department regarding this planning application.

*One resident left the meeting.*

## **FINANCIAL ITEMS**

### Accounts for payment

**RESOLVED 20/037** Year to date cashbook dated 26/02/2021 was approved as a true and correct record. Approved Cllr De Braekleer, seconded Cllr Roscoe

Income – it was reported that between January & February £0.21 had been received from Interest payments, additionally £1,000 from the Police and Crime Commission had been received.

Payments made/received since last meeting:-

Clerk Pay	Tax Point 11	£229.49
Clerk Pay	Tax Point 12	£229.49
Clerk's Expenses		£76.67
Ashton Hayes PC	Training Costs for Clerk split between 5 PC's	£18.00
Came & Company	Annual Parish Council Insurance for 2021-22	£338.40
Ashton Hayes PC	Bitdefender Subscription	£13.88
Linux	Website updating & Development of Accessibility & GDPR information and SSL	£225.46

**RESOLVED 20/038** to accept the income and payments since the last meeting for approval.

**ACTION:** Cllr Ratledge to review the Parish Council website to ensure compliant.

Approved Cllr Windsor, seconded Cllr Bird.

### Bank Reconciliation to Cashbook YTD

**RESOLVED 20/039** to accept the Bank Reconciliation to the Cashbook dated 24<sup>th</sup> December 2020.

Cllr Windsor reviewed the bank statements and signed them at the meeting.

### Parish Council Insurance Renewal for 2021-22

**RESOLVED 20/040** to pay the insurance renewal of £338.40 for Came & Co. Insurance under its long-term agreement which runs until March 2022.

### VAT Rebate Application

**RESOLVED 20/041** to submit the VAT Rebate Application for 2020-21 in March to allow for payment to be reviewed within the same financial year.

**HIGHWAYS** – a report on recent faults that had been reported to CWaC and was circulate for the parish council's review.

## **RISK ASSESSMENT**

**RESOLVED 20/042** that the Risk Assessment be approved as circulated prior to the meeting and signed outside of the meeting in preparation for the Internal Audit. Approved - Cllr Windsor, seconded by Cllr Roscoe.

## **ASSET REGISTER**

**RESOLVED 20/043** that the Asset Register be approved as circulated prior to the meeting.

Approved - Cllr Roscoe, seconded by Cllr Martin.

## INTERNAL AUDITOR

**RESOLVED 20/044** to instruct Ann Wright to undertake the Internal Auditor for 2020-21.

*Cllr Jones left the meeting.*

## POLICIES

**RESOLVED 20/045** that the Summary of Policies were reviewed, and all policies were adopted for 2021-22 – subject to the Accessibility Policy being adopted at the meeting in May 2021.

## WEBSITE

Cllr Ratledge undertook to review the revised website and confirm back if he considered it to be compliant with Accessibility.

**ITEMS REQUESTS FOR NEXT AGENDA** – please email any agenda items two weeks prior to the next meeting.

Bus Service – look to survey the need for this service once we have come out of lockdown – review in July's meeting.

## NEXT MEETING

**Sunday 2<sup>nd</sup> May 2021 at 5pm**

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The meeting closed at 19.00

Signed:.....

Dated:.....