

# HOTON PARISH COUNCIL

To Cllrs Cassell, Isbister, Eady, Doherty and Dargie

You are summoned to attend the meeting of Hoton Parish Council to be held via the Zoom virtual platform on Monday 1<sup>st</sup> March 2021 at 8:00 p.m. to transact the following business.

*Hellen Jarvis*

Mrs H Jarvis, Clerk to the Council

23 February 2021

## Meeting of Hoton Parish Council Agenda

1. **To receive apologies for absence**
2. **Declarations of interests:** disclosable pecuniary interests; personal interests; or personal interests that may lead to bias, by parish councillors to items on the agenda.
3. **To approve and sign the minutes of the parish council meeting held on Monday 11 January 2020**
4. **To co-opt a councillor for Hoton**
5. **Police report**
6. **Borough Councillor's report**
7. **County Councillor's report**
8. **Questions and comments from members of the public (10 minutes)**
9. **Finance**

- (a) To receive the review of internal controls carried out by Councillor Doherty
- (b) To appoint the internal auditor and agree the terms of reference and internal audit plan
- (c) To approve the third quarter bank reconciliation, accounts summary and forecast of receipts and payments to the year end
- (d) To set a budget for 2020/21
- (e) Financial update
- (f) To agree the payments due for the month:

Clerk's salary – standing order (February)	£282.36
Clerk's expenses – standing order (February)	£15.00
Mrs H Jarvis (Lighthouse fee January)	£18.42
Mrs H Jarvis (Zoom fee January & February)	£28.78
Clerk's overtime (paid 11 February)	£362.00
M&BG Playing Field (paid Feb)	£210.00
Clerk's salary – standing order (March)	£282.36
Clerk's expenses – standing order (March)	£15.00
Mrs H Jarvis (Lighthouse fee February)	£17.92
M&BG Playing Field	£210.00
M&BG Verge cut	£132.00
LRALC planning training	£80.00
2Commune Ltd (website provision)	£330.00
Annual playground inspection 2019 and 2020	£96.00
Mrs H Jarvis (for defibrillator pads and battery)	£122.76
<b>Total</b>	<b>£ 2,202.60</b>

## **10. Business**

- (a) To approve any change to the contracted hours to be worked by the clerk and agree any overtime to be paid.
- (b) To approve a new agreement with the Parochial Church Council for the maintenance of Hoton Burial Ground.
- (c) To allocate responsibilities for actions arising from the annual asset inspection and agree any costs:
  - i. Bus shelter on Loughborough Road
  - ii. Bus shelter on Rempstone Road
  - iii. Bus shelter on Prestwold Lane
  - iv. Bench on Wymeswold Road
  - v. Telephone kiosk
  - vi. Playing field items
- (d) To review the content of the Council's social media policy
- (e) To approve the cost of mole treatment at the playing field
- (f) To consider accepting the balance of funds held in the Hoton Playing Field Community Fund, to be held in reserves earmarked for use at the playing field.
- (g) To consider sending a representative to the LCC Nature Network and biodiversity training
- (h) To consider submitting a request to be included in the Community Speed Management Initiative
- (i) To receive the playing field quarterly inspection report
- (j) To agree the Council's website provision
- (k) Update on the defibrillator and approve reimbursement of the clerk for expenses incurred under delegated powers.
- (l) To consider implementing a policy for use of the bus shelter on Loughborough Road for notices and advertising, including the possibility of a community notice board.
- (m) To discuss applying for support equipment through the LCC community litter picking scheme
- (n) To discuss the suggestion of a grit bin for Vinetree Terrace

## **11. To agree any comments on the following planning applications:**

- (a) P/20/2404/2: 11 Hollytree Close: Erection of single storey extensions to front, side and rear of dwelling
- (b) P/21/0143/2: Land off Wymeswold Road: Change of use from agricultural and to the keeping of horses and erection of stables and hay store

## **12. To discuss and agree any responses to the following correspondence**

- (a) Prestwold Estate Outreach
- (b) Donation request from the Citizens Advice Bureau

## **13. To receive reports from councillors**

- (a) Speed reduction working party – Cllr Isbister
- (b) Burial Ground working party – Cllr Isbister
- (c) Bus Shelter – Cllr Doherty
- (d) Playing Field working party – Cllr Dargie
- (e) Charnwood Local Plan update briefing – Cllrs Dargie/Doherty
- (f) Other councillors' reports – for information only

## **14. To receive the clerk's report**

## **15. To agree the time and date of the Annual Parish Meeting**

## **16. To receive agenda items and agree the dates and formats of the next two meetings.**

## **17. To agree the items for the press release**

Members of the public are always welcome at meetings of the Parish Council. Instructions on how to join this meeting, online or by telephone, are available on our website, noticeboards or directly from the clerk. Please note that the public will only be allowed to speak during the part of the meeting allocated to questions from members of the public.