

## Minutes of the Hoton Parish Council Meeting Held in Hoton Village Hall on Wednesday 26<sup>th</sup> June 2024 at 7.45pm

**In attendance:** Cllr Girgis (SG) (Chair), Cllr Kennedy (DK), Cllr Cassell (BC) and Victoria Webster (VW) (clerk)

*The meeting commenced at 7.45pm*

42/24	<p><b>To receive apologies for absence</b> Apologies were received and approved from Cty Cllr Shepherd.</p>
43/24	<p><b>Declarations of interests: disclosable pecuniary interests; personal interests; or personal interests that may lead to bias, by parish councillors to items on the agenda.</b> There were no declarations of interest.</p>
44/24	<p><b>To approve and sign the minutes of the Parish Council meeting held on the 13<sup>th</sup> May 2024</b> The minutes were accepted and approved as a true and accurate account of the meeting.</p>
45/24	<p><b>Questions and comments from members of the public (10 minutes)</b> There were no members of the public present.</p>
46/24	<p><b>Police Reports</b> There were no reports received.</p>
47/24	<p><b>Borough Councillors Report</b> There was no Borough Councillor present.</p>
48/24	<p><b>County Councillors Reports</b> The following report was provided by Cty Cllr Shepherd:</p> <p>I should like to draw attention to the two emails about weed-spraying which I sent on 10<sup>th</sup> June, one from me and one from Sarah Cross, the Borough Council's Cleansing and Open Spaces Contracts Manager.</p> <p>I should be interested to know the outcome of Item 49/24b on the Agenda for the Meeting, concerning the Vinetree Terrace and Old Parsonage Lane speed surveys.</p> <p>Please let me know in due course about any matters about which more information is needed or which the Parish Council would like me to follow up.</p>
49/24	<p><b>Business</b></p> <p>a. Discuss the Neighbourhood Plan changes with Fiona Wingate. Hoton Parish Council asked the question what the village would like to see change/improve but there were no significant items raised, thus meaning there are no items we would want to change in the Neighbourhood Plan.</p>

Chair Signature: \_\_\_\_\_

	<p>Fiona has reviewed the plan which has raised questions of why certain points have been included in the plan and do they need to be included. Fiona plans to discuss the plan with those originally involved in the writing of it and Richard Bennett to seek clarification. The change in boundary is the biggest issue. There are permitted planning applications to consider such as the application for 66 houses. The application for the large solar farm at the edge of the village. And other items such as the Prestwold Estate having rescinded the rights of way across their land. Fiona wants to grade the changes that need to take place according to how realistic they are to achieve and review the plan for accuracy i.e. regular bus service, not that often, village shop extended implies more resource but that is not the case.</p> <p><b>Action: Fiona to produce a draft and then bring it to Hoton Parish Council to review.</b></p> <ul style="list-style-type: none"> <li>b. Discuss the results of the Vinetree Terrace and Old Parsonage Lane speed surveys LCC have concluded the surveys and cannot justify any further action. As a Parish Council we agree to take no further action.</li> <li>c. Discuss and approve amended and new Policies and Procedures All agreed to the amended and new policies.</li> <li>d. Review any applications received for the village handy person and approve appointment We have received emails from two interested parties. Councillors agreed that further questions should be asked of the individuals to gain more of an insight into what they expect etc.</li> </ul> <p><b>Action: VW to contact the two applicants and gather further information.</b></p> <ul style="list-style-type: none"> <li>e. Discuss the possibility of setting up a village Helping Hands Group and approve decision All Councillors agreed that this would require quite a lot of input from the Parish Council and we don't have the capacity to do this at present. The village does have a group WhatsApp that was set up for the purposed of helping those around the village.</li> <li>f. Discuss the ongoing issues on the Prestwold Estate, number and types of vehicles traveling through Hoton and the amount of HGV's parked on the estate. It was agreed by all Councillors that we should write to Hamish again to seek clarification as to how many vehicles, where and for what purpose are vehicles allowed on the estate as numbers, size of vehicles seem to be increasing in volume. With regards to the planning permission and the stated '80% will use the new road', how can this be guaranteed and what does 'to be confirmed' mean on the recently submitted planning application - <b><i>with associated works and proposed internal access road to link Burton Road (TO BE CONFIRMED) – what does this mean.</i></b></li> <li>g. Discuss Councillors having a .gov email address. All Councillors agreed they didn't feel this was necessary as they all already have separate Gmail accounts for their Councillor position.</li> </ul>
50/24	<p><b>To Receive Reports from Councillors</b></p> <p>Cllr Boker provided the following information in relation to the Prestwold Hall Estate planning application:</p> <p>It is a small piece of road linking the new road on the new warehousing site which starts on Burton Lane (near new bund) with the <u>existing road</u> which comes out onto Prestwold Lane just past Parsonage Lane. This link is about halfway in the middle of the airfield in line with Seymour Road in Burton</p> <p>Its intent is to stop HGVs going through Burton village by entering the airfield via Burton Lane after turning right off the B676 and transversing across the airfield. New signage will have to go up to divert the HGV traffic.</p>

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	<p>The Parish Council have asked for confirmation if there are going to be two new roads, the one they have submitted a planning application for and another with the access in Hoton or will there just be the one they have submitted the planning application for? DK asked that Councillor Boker is chased about the Parish Councils email in relation to the access road through Prestwold.</p> <p><b>Action: VW to chase Councillor Boker.</b></p>
51/24	<p><b>Asset Maintenance</b></p> <p>The park equipment and all Parish Council assets need to be checked once a month and it needs to be recorded at the Parish Council meetings.</p> <p><b>Action: VW to adjust the current checklist to include all assets and distribute.</b></p> <p><b>Action: VW to put a rota together for Councillors to check the assets and distribute.</b></p> <p><b>Action: SG to check through what equipment is in the village shed to ensure the asset register is accurate.</b></p>
52/24	<p><b>Playing Field and Play Ground</b></p> <p>a. Review Action Plan that has been drawn up following the annual playground inspection and agree actions. It was suggested we could use a different inspection company for this year's inspection due to items now being deemed not meeting standards but nothing has changed with them i.e. placement of rails etc. <b>Action: Councillors will have a walking tour of the playing fields at our next informal meeting to confirm actions.</b></p> <p>b. Discuss the Playing Field Strategic Plan Asses this once the walking tour has been conducted above.</p> <p>c. Discuss the monitoring of the grass cutting of the playing field Continue to monitor but it was felt the previous issue of the grass being too long was acceptable due to poor wet weather.</p> <p>d. Discuss and approve the tree cutting quotes for those trees in the playing field that require work to them following the inspection. All Councillors approved the LCC quote.</p> <p>e. Receive internal Playground Inspection reports conducted by Councillors. There were no reports available to receive.</p>
53/24	<p><b>To Receive the Clerks Report</b></p> <p>The report was distributed prior to the meeting and there were no items for further discussion.</p>
54/24	<p><b>Finance</b></p> <p>a. The Cash Book and Bank Reconciliation to be reviewed and signed off The bank reconciliations were reviewed and signed.</p> <p>b. To agree payments due (Schedule of Payments to be signed) The payments were agreed and the schedule was signed.</p> <p>c. To consider and approve documents relating to the 2023/2-24 AGAR</p> <p>i. To complete and sign the Certificate of Exemption The Certificate of Exemption was completed and signed.</p> <p>ii. To receive the annual Internal Auditors Report 2023/2024 Councillors confirmed receipt and that they had read the report.</p> <p>iii. To consider recommendations or matters arising from the Internal Auditors narrative report No recommendations were made.</p> <p>iv. To complete and sign the Annual Governance Statement 2023/2024</p>

Chair Signature: \_\_\_\_\_

	<p>The Annual Governance Statement was completed and signed.</p> <p>v. To receive and sign the Accounting Statements 2023/2024 The Accounting Statements were signed.</p> <p>vi. To receive and consider the explanation of variances There was one variance that required explanation. During the year 2022/2023 the Parish Council received funds for the playing field but during 2024/2024, it did not.</p> <p>vii. To receive and consider the breakdown of reserves held The reserves were discussed and the Parish Council have approved tree works that will use around £2500 of said reserves with the hope to spend further funds on the playing field equipment.</p> <p>viii. To agree the dates for the period of public rights. The dates were agreed to start on the 27<sup>th</sup> June 2024 and end the 7<sup>th</sup> August 2024.</p>
55/24	<p><b>Planning Applications</b> <b>(only those highlighted are new since the previous meeting or a decision has been made)</b></p> <ul style="list-style-type: none"> <li>• P/22/1777/2. 7 Rempstone Road, Hoton. Tree and vegetation removal to area identified on map in red, and also to remove all trees and vegetation to create access track for works to be completed shown edged. No decision has been made.</li> <li>• P/23/1477/2. 19 Loughborough Road. Tree in the front garden - Whole Tree Removal. No decision has been made yet.</li> <li>• <b>P/24/0436/2. Hollytree Farm, 17 Wymeswold Road. Erection of single storey porch extension and single storey garden room. This has been granted conditionally.</b></li> <li>• <b>P/24/0600/2. 21 Loughborough Road. Erection of single storey rear extension and partial garage conversion with new raised roof. No Decision has been made yet.</b></li> <li>• <b>P/24/0770/2. Prestwold Hall Estate. Retrospective Full Planning Application for the change of use of part of runway at Wymeswold Airfield to B8 Storage and Distribution (for Motor Vehicles) with associated works and proposed internal access road to link Burton Road (TO BE CONFIRMED)</b></li> </ul>
56/24	<p><b>Correspondence – Discuss and Agree Response to the following:</b> No items received.</p>
57/24	<p><b>To agree items for the Press Release</b> No items proposed.</p>
58/24	<p><b>To agree agenda items for the next meeting</b> No items proposed</p>

*The meeting closed at 9.25pm*

These minutes are signed as a true and accurate record.

Chairman Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Chair Signature: \_\_\_\_\_

Chair Signature: \_\_\_\_\_