

## Minutes of the Annual Hoton Parish Council Meeting Held in Hoton Village Hall on Monday 13<sup>th</sup> May 2024 at 8.00pm

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

*The meeting commenced at 8.00pm*

17/24	<p><b>To Elect a Chair for 2024/2025</b> SG volunteered to stand as Chair for the forthcoming year and this was agreed by DK and BC.</p>
18/24	<p><b>To Elect a Vice Chair for 2025/2025</b> DK volunteered to stand as Vice Chair for the forthcoming year and this was agreed by BC ad SG.</p>
19/24	<p><b>To receive apologies for absence</b> Apologies were received and approved from Cty Cllr Shepherd and Cllr Rashod.</p>
20/24	<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>
21/24	<p><b>To approve and sign the minutes of the Parish Council meeting held on the 8<sup>th</sup> April 2024</b> The minutes were accepted and approved as a true and accurate account of the meeting.</p>
22/24	<p><b>All Councillors to Complete a new Register of Interests form</b> The forms were distributed to the Councillors present to return to VW.</p>
23/24	<p><b>Borough Councillors Report</b> The following report was provided in their absence:  I have seen the comments in Minute 8/24d of the 8<sup>th</sup> April Meeting about HGVs exceeding 7.5 tons using Wymeswold Road. As stated in the Minutes, this is a difficult situation as they could be travelling to businesses on that road.  As you might already be aware, there is information on the County Council website about how to report an HGV which is believed to be contravening a weight restriction. This is a matter the police can enforce. In case you haven't yet seen it, the information is available at: "Leicestershire County Council Weight Restriction Monitoring".  I have no other issues concerning Hoton in particular to report at the moment, but please let me know if there are any matters which the Parish Council would like me to follow up or about which more information is needed.  I am continuing to send information items and media releases from the County Council as a means of letting the Parish Council know of matters of general interest, and I thank the Clerk for circulating these.</p>

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

24/24	<p><b>County Councillors Reports</b></p> <p>There was no Councillor present.</p>
25/24	<p><b>Questions and comments from members of the public (10 minutes)</b></p> <p>There were no members of the public present.</p>
26/24	<p><b>To Review the Powers Delegated to the Clerk</b></p> <p>Responsible Financial Officer.</p> <p>Financial Regulations 4.4. In cases of extreme risk to the delivery of council services, the clerk may authorise revenue expenditure on behalf of the council which in the clerk's judgement is necessary to carry out. Such expenditures include repair, replacement or other work, whether or not there is any budgetary provision for the expenditure, subject to a limit of £499.99. The clerk shall report such action to the chairman within two working days and to the council at the next meeting.</p> <p>All Councillors approved these delegated powers.</p>
27/24	<p><b>To Appoint a Representative to Attend the LRALC Annual General Meeting</b></p> <p><b>Action: Add to the agenda for the September meeting.</b></p>
28/24	<p><b>To Review the Asset Register and Agree Action on any Repairs if required</b></p> <p>The Asset Register was reviewed by the Councillors and approved.</p> <p><b>Action: VW to check if Michael Seymour still has the items as listed on the register.</b></p>
29/24	<p><b>To Review and Confirm the Arrangements for Insurance Cover</b></p> <p>The Policy Schedule was reviewed by all Councillors and approved.</p>
30/24	<p><b>To Agree the Date, Time and Place of Ordinary Meetings of the Full Council for the Year Ahead</b></p> <p>The dates were agreed as the following:</p> <p>26<sup>th</sup> June 2024 – Formal</p> <p>2<sup>nd</sup> September 2024 – Formal</p> <p>7<sup>th</sup> October 2024 – Informal</p> <p>4<sup>th</sup> November 2024 – Informal</p> <p>2<sup>nd</sup> December 2024 – Foral</p> <p>6<sup>th</sup> January 2025 – Informal</p> <p>3<sup>rd</sup> February 2025 – Formal</p> <p>3<sup>rd</sup> March 2025 – Informal</p> <p>7<sup>th</sup> April 2025 – Formal</p> <p>5<sup>th</sup> May 2025 – Formal</p> <p>23<sup>rd</sup> June 2025 - Formal</p>
31/24	<p><b>Review Policies and Procedures</b></p> <p>The Councillors requested additional time to review the policies ad procedures that have been updated or created.</p> <p><b>Action: Include on the agenda for the next Parish Council meeting.</b></p>
32/24	<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>

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

33/24	<p><b>Business</b></p> <p>a) Discuss the possibility of employing an individual or company to carry out small maintenance tasks around the village and approve decision All agreed a village handy person to carry out tasks such as painting, cleaning assets etc. would be beneficial for the village. The post will be advertised and applications requested in time for the next meeting. This will be discussed further at the next meeting. <b>Action: VW to advertise for the position within the village</b> <b>Action: Include on the agenda for the next meeting.</b></p> <p>b) Discuss the ongoing issue of traffic concerns arising from HGV vehicles from the Prestwold Estate and traffic generally throughout the village and approve any actions All Councillors felt this was still an ongoing issue but we are currently waiting for replies from both LCC and Cllr Boker. <b>Action: Follow up with Cllr Boker following her meeting with the Prestwold Estate.</b></p> <p>c) Discuss the possibility of setting up a village Helping Hands Group and approve decision Additional information was previously requested from the parishioner that suggested this but they haven't yet replied. <b>Action: Chase the parishioner again.</b> <b>Action: Include on the agenda for the next meeting.</b></p> <p>d) Discuss if the Parish Council want to review their section of the Neighbourhood Plan and approve any actions It was suggested we ask Fiona from Cotes Parish Council to attend our next Parish Council meeting to discuss this further. <b>Action: VW to contact Fiona.</b></p>
34/24	<p><b>Playing Field and Play Ground</b></p> <p>a. Review and approve the Playing Field Committee Representatives All agreed that the Parish Council don't currently have an adequate number of Councillors to continue with a separate Committee. There is now a standing agenda item for the playing field on the main Council agenda.</p> <p>b. Review the Action Plan that has been drawn up following the annual playground inspection and agree actions. All agreed that the work to the tree's needs to be carried out sooner rather than later. <b>Action: VW to obtain a quote from LCC and two other companies to get the work carried out.</b> <b>Action: VW to obtain clarification on the points that aren't clear in the inspection report.</b></p> <p>c. Discuss the Playing Field Strategic Plan and approve any actions To be discussed at the next meeting.</p> <p>d. Discuss the possibility of an area within the playing field for a Brownie's Garden and approve and decision What are their actual requirements. Do they want a fenced off section? Do they have a section in mind? Do they have the relevant insurance? <b>Action: VW to find out this information.</b></p>
35/24	<p><b>Finance</b></p> <p>a) Review expenditure under S1.37 There has been no spending under S1.37.</p> <p>b) Review and approve the schedule of payments All Councillors reviewed and approved the schedule.</p> <p>c) Review and approve the Bank Recs from the 8<sup>th</sup> April 2024 Parish Council Meeting All Councillors reviewed and approved the bank recs.</p>

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	<p>d) Review and approve the latest Bank Rec All Councillors reviewed and approved the bank recs.</p> <p>e) Review and approve the year end Bank Rec All Councillors reviewed and approved the bank recs.</p>
36/24	<p><b>Planning Applications (only those highlighted are either 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>• <b><i>P/22/1603/2. 40 Loughborough Road, Hoton. Construction of 4 dwellings with associated parking, hard surfacing and landscaping. <u>Refused.</u></i></b></li> <li>• <b><i>P/22/2163/2. Land off Prestwold Lane. Part change of use of airfield runway to Storage and Distribution of motor vehicles (Class B8) with associated infrastructure (Retrospective Application). <u>Granted conditionally.</u></i></b></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><i>P/23/1660/2. Hoton Farm, Rempstone Road. Installation of farm incinerator. <u>Granted conditionally.</u></i></b></li> <li>• <b><i>P/24/0436/2. Hollytree Farm, 17 Wymeswold Road. Erection of single storey porch extension and single storey garden room. No decision has been made yet.</i></b></li> <li>• <b><i>P/24/0586/2. Field North of LE12 5SJ North East side of Rempstone Road. Installation of 36 roof solar panels to agricultural building. No decision has been made yet.</i></b></li> </ul> <p>Councillors discussed the ongoing issue of piles of vehicles on the Prestwold Estate. The Parish Council have been informed numerous times now that these would reduce in numbers but they appear to be increasing. The question was raised as to what the conditions were when the planning application has approved.</p> <p><b>Action: VW to circulate the conditions</b></p> <p><b>Action: Add to the agenda for the June meeting.</b></p>
37/24	<p><b>To Receive Reports from Councillors</b></p> <p>The point was raised about the playing field maintenance and the question was asked about a key to gain entry to the field via the barrier.</p> <p><b>Action: VW to locate a key.</b></p>
38/24	<p><b>Correspondence – Discuss and Agree Response to the following:</b></p> <p>a. Can you help us bring light to the Beacon Unit</p> <p>All Councillors agreed that no donation would be made as it is not locally beneficial to parishioners.</p> <p>b. Village Hall Millenium Clock</p> <p>The clock has now been fixed by parishioner volunteers. However, the Parish Council need to understand the maintenance elements of this as it was the Parish Council who purchased the clock. Do the Village Hall committee have it in writing that the Parish Council will provide the maintenance. We are not obliged to carry the cost of the maintenance if this is not the case.</p> <p><b>Action: VW to contact the Village Hall Committee</b></p>

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

	<p>c. Response to what can be done better – Playing Field</p> <p>A parishioner recently responded to the Parish Councils request for parishioners’ opinions on the village and Parish Council with comments about the playing field. They felt it wasn’t being adequately kept and that the grass was too long. The Parish Council have a contract in place with a ground’s maintenance company which the Parish Council have to pay for. The Parish Council will monitor this and potentially request additional cuts if they are deemed necessary.</p> <p><b>Action: VW to request a planned schedule of activity from M&amp;BG.</b></p>
39/24	<p><b>To agree items for the Press Release</b></p> <p>Handy person.</p>
40/24	<p><b>To receive agenda items for the next meeting</b></p> <p>No additional.</p>
41/24	<p><b>Date of Next Meeting</b></p> <p>26<sup>th</sup> June 2024</p>

*The meeting closed at 9.42pm*

These minutes are signed as a true and accurate record.

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

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

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