

Medbourne Parish Council

MINUTES OF THE MEETING HELD IN THE VILLAGE HALL MONDAY 12 OCTOBER 2015

- Councillors present: Pilkington (Chair), Cory, Gidley-Wright, Easton, and Shaen-Carter.
- Also present: Borough Councillor Rickman, 13 members of the public, Mr Richard Mugglestone (item 85.0 only), and Graham Thomson (Clerk to the Council).
- 78.0 **TO ACCEPT, OR OTHERWISE, APOLOGIES FOR ABSENCE RECEIVED**
No apologies for absence were received.
- 79.0 **TO NOTE ANY DECLARATIONS OF INTEREST RECEIVED**
No declarations of interest were made.
- 80.0 **TO DETERMINE ANY REQUESTS FOR DISPENSATION**
The Clerk reported that no requests had been received.
- 81.0 **PUBLIC REPRESENTATIONS**
No public representations were made.
- 82.0 **CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON 9 SEPTEMBER 2015**
Councillor Gidley-Wright MOVED, Councillor Cory SECONDED and it was RESOLVED that the minutes be confirmed and signed by the Chair.
- 83.0 **TO RECEIVE FACTUAL UPDATES OF MATTERS ARISING FROM THOSE MINUTES NOT MENTIONED ELSEWHERE ON THE AGENDA**
There were no items raised.
- 84.0 **TO CONSIDER AND MAKE COMMENT ON PLANNING MATTERS AND TO CONFIRM COMMENTS ALREADY MADE.**
Councillor Shaen-Carter reported on the applications received and considered by the Council since the last meeting.
- 84.1 **15/01286/FUL & 15/01287/LBC NEVILL ARMS**
Councillor Shaen-Carter MOVED, Councillor Cory SECONDED and it was RESOLVED that the Council comment in the following terms:-
 "Whilst the Council has no objection overall it has two areas of concern:-
 - safety: the increased use of the arch means that customers and their children run the risk of being hit by B&B cars, parking behind Waterfall Cottage. The Council recommends that bollards be installed about one metre from the wall, either side of the arch in order to prevent cars parking too close to the entrance and to give pedestrians a chance to see the cars and vice versa;
 - the noise, smell and fumes from the extract from the café kitchen which discharges at 2.4m high directly towards Waterfall Cottage. The noise and the smell has a detrimental effect on the B&B guests & the neighbours. The extract sometimes starts at 0645 in the morning. Commercial premises ought to consider the impact of nearby properties arising from smell and noise. The Council recommends that the extract be re-route to discharge within the grounds of the Nevill Arms."
- 84.2 **15/01266/TCA VILLAGE HALL ALTERATIONS TO TREES AT FRONT**
Councillor Shaen-Carter MOVED, Councillor Cory SECONDED and it was RESOLVED that the Council comment in the following terms:-
"The Council considers that it would not be appropriate to serve a TPO and has no objection to the proposed works."
- 84.3 **15/01354/TCA 41 MAIN ST TREES**
Councillor Shaen-Carter MOVED, Councillor Cory SECONDED and it was RESOLVED that the Council comment in the following terms:-
"The Council considers that it would not be appropriate to serve a TPO and has no objection to the proposed works."
- 84.4 **15/01316/FUL 7 HOUSES OFF MAIN ST (NEAR 41A)**
Councillor Shaen-Carter MOVED, Councillor Cory SECONDED and it was RESOLVED that the Council comment in the following terms:-
"The Council objects to the proposal as presented and recommends redesign, with structural/geological report, and better site sections to enable an informed decision to be made."

The Council wishes to comment as follows:-

- the site layout does not comply with standards for adoption and the Council recommends that the site be redesigned to comply and therefore the redesign may affect the location of the properties within the site;
- there is insufficient parking on site for the property sizes, if the Planning Authority is minded to approve the application, any consent should impose a condition requiring garages to remain in use as car parking in perpetuity;
- plot 7 appears to be located on the site of existing trees and the Council requests that an up-to-date arboricultural survey be carried out;
- if the Planning Authority is minded to approve the application, the Great Crested Newts in ponds nearby should be protected;
- whilst principle of designing houses round a village green is acceptable, the layout is distinctly suburban. All the houses look the same, with the exception of Plot 6 which has dormers. All the houses have central doorways with windows either side. No attempt has been made to reflect the random arrangement of village houses in Medbourne. The materials are also very similar. The Council recommends redesigning the properties to reflect the vernacular styles of Medbourne.
- The terraced houses are called three-bedroomed but it would be difficult to get a bed and a wardrobe in a bedroom 1.8 x 2.4m. If these are intended to be "starter" or "affordable" homes the Council recommends that they be redesigned as smaller two-bedroomed houses (the shortage of which has been shown by the recent Housing Needs survey). No bungalows have been included in the site.
- Plot 7 is shown as being on a flat plot. The actual plot in that area slopes 4m from one side to the other. No retaining walls have been shown. Before any consent is granted, accurate site sections should be provided to consultees. Altering the surface treatment in that area is likely to increase the rainfall discharging off the site. Any consent should require appropriate and effective measures to satisfactorily deal with the rainfall coming off the site.
- The Council believes that there might be an issue of overlooking from the windows of Plot 7 onto the existing house on Main Street, given that Plot 7 is so much higher.
- The Council supports the objections relating to the unstable nature of the ground in that area, in particular the proximity of the railway cutting, and the worry that previous developments (Little Oaks) have caused problems for the existing house owners nearby. The Council requests that if the Planning Authority is minded to approve the application, a structural/geological survey be carried out of the sub-structure and a report issued to ensure that the new houses will not adversely effect the existing houses in terms of land slip, ground water and surface water run-off.
- The Council recommends that the developer should install street lighting to help road safety.
- The Council recommends that the responsibility for maintenance of the hedge be clarified and a condition requiring the retention of the hedge be imposed on any consent."

84.5

15/01429/TCA 15 HALLATON RD, GARAGE

Councillor Shaen-Carter reported that the proposal was for a very large garage with studio/store over behind one of the old council houses on Hallaton Rd. The proposed building is 7m x 9m long x 6.272m high (similar to the new slaughterhouse garage), located at the far end of the plot facing towards the house. She added that the existing house is 7m x 7m, and that the adjacent garden had a garden shed but there was no rear development in the vicinity. It was noted that the houses and flats from No 29 to No 9 would look out on this building.

Councillors expressed the view that the proposed garage was very large for a relatively modest house, the upstairs Store/Studio would be lit by eight Velux windows. Councillor Shaen-Carter noted that whilst the windows were 1.5m above finished floor level, it may still be possible to look into the windows of No 19 & 17 as the land has been excavated.

Councillor Shaen-Carter MOVED, Councillor Cory SECONDED and it was RESOLVED that the Council comment in the following terms:-

"The Council feels that

- *the proposal might be too large for use as a domestic garage and would wish to object to any consent which allows the proposed building to be used for any commercial purpose without a further proposal for a change of use;*
- *the proposed building should be reduced in width, length and height;*
- *the windows should be reduced in number;*
- *a condition be added that the proposed building is ancillary to No 15 and cannot be turned into a dwelling in its own right and that its use must be domestic.*

- 84.6 **PAGET'S FARM**
Councillor Shaen-Carter reported that the application for a separate dwelling had been withdrawn, that the conversion of the barns had been amended and the privacy issues addressed. She added that the amended application had been approved.
- 85.0 **TO RECEIVE AN UPDATE ON THE HOUSING NEEDS SURVEY FROM RICHARD MUGGLESTONE**
Mr Mugglestone of Midlands Rural Housing outlined the background to the Housing Needs Survey carried out explaining that it was conducted every five years. He stated that the information in the report could be used with regard to planning applications and in the neighbourhood plan. He stated that the final piece of data had been received from Harborough District Council earlier in the day and he would now be able to finalize the survey. He highlighted the main elements of the report and responded to questions. He undertook to provide a copy of the completed report. Mr Mugglestone was thanked for his report and he left the meeting.
- 86.0 **NEIGHBOURHOOD PLAN ADVISORY COMMITTEE**
86.1 **TO RECEIVE THE MINUTES OF THE MEETING OF THE NEIGHBOURHOOD PLAN ADVISORY COMMITTEE HELD ON 25 AUGUST 2015**
The minutes of the meeting of the Neighbourhood Plan Advisory Committee held on 25 August 2015 having been circulated were accepted.
RESOLVED that:-
the minutes be accepted.
- 86.2 **TO RECEIVE A REPORT ON MEETING OF THE MEDBOURNE NEIGHBOURHOOD PLAN ADVISORY COMMITTEE HELD ON 23 SEPTEMBER 2015**
The Chair invited Mrs Bernadette Lee to report on the meeting. Mrs Lee reported that the meeting had been well attended with members of the public present. She outlined the activity to date and gave the headings of the main focal points.
- 86.3 **TO CONSIDER AN APPLICATION PUMP PRIMING FUNDING FROM THE COMMUNITY FUND AVAILABLE FROM HDC**
Mrs Bernadette Lee explained that the Advisory Committee was asking the Council to consider submitting a bid for funding for the initial stages of production of the Plan. It was noted that some evidence was not in place. Councillor Easton MOVED, Councillor Cory SECONDED and it was RESOLVED that:-
the Clerk be authorized to submit the bid, appropriately amended and updated, in consultation with Councillor Gidley-Wright.
- 86.4 **TO APPOINT ONE MEMBER TO MEMBERSHIP OF THE NEIGHBOURHOOD PLAN ADVISORY COMMITTEE**
Councillor Shaen-Carter MOVED and Councillor Easton SECONDED and it was RESOLVED that Mr Martin Delany be appointed to the Advisory Committee.
- 86.5 **TO CONSIDER AND APPROVE FUNDING FOR THE PARISH COUNCIL CLERK'S ATTENDANCE AND SUPPORT FOR THE NEIGHBOURHOOD PLAN ADVISORY COMMITTEE**
The Chair explained that under normal circumstances the Clerk would withdraw from the meeting but that she had asked him to remain because the Council might wish to ask questions. Councillor Gidley-Wright suggested that in addition to attendance for advice, the Clerk might be asked to take minutes at meetings. Following a brief discussion it was RESOLVED that a decision on the matter be deferred to the next meeting.
- 87.0 **TO NOTE SIGNIFICANT CORRESPONDENCE RECEIVED**
The Clerk reported that the annual precept payment of £3949 had been received from Harborough District Council.
The Chair reported that an email had been received from District Councillor Rickman relating to traffic surveys. She added that the matter would be discussed at the next meeting.
- 88.0 **QUESTIONS TO THE CHAIRMAN**
No questions were asked of the Chair.

89.0 **TO RECEIVE REPORTS INCLUDING ON THE FOLLOWING MATTERS:-**

89.1 **Broadband**

Mr David Tuffs reported that Gigaclear was laying cables in the village owing to a rescheduling of works but that the expected completion date remained as the end of November. He added that the cabinet location had been agreed.

89.2 **Parish Council and Village Websites**

Mr David Tuffs reported that he had downloaded and backed up most of the village website and would start on the Council's soon. He added that he was working on building the framework for the new site and was receiving some help from volunteers. He stressed that a decision on hosting the site and on the domain name would have to be made soon.

89.3 **Lighting**

A report was presented on behalf of Mr Ian Clarke stating that the defective lights would be repaired by HDC within five days.

89.4 **Sports Club (including the Mower Fund)**

Councillor Cory reported that the Club had been permitted to use some of the grant money. She gave details of forthcoming events.

89.5 **Village Hall**

Councillor Easton reported that the David Ross Foundation was being approached to allow money to fund the alterations in the hall (heating, windows, internal roofing) for the future use of the village, and she gave details of forthcoming events.

89.6 **Medbourne Educational Foundation Trust (MEFT)**

The Chair reported that discussions with the Sports Club about the lease were continuing. She added that the MEFT was applying to the Community Fund for half the cost of resurfacing the village playground, having raised the other half itself. The Council expressed support for the bid.

90.0 **YOUTH CLUB / SCOUTS – POSSIBLE CONTRIBUTION TO COSTS**

It was noted that the Council had made financial provision for a contribution to the Youth Club which had not been used. Councillor Shaen-Carter stated that the Scouts needed outside storage and had offered to tidy an area to the rear of the village hall but a skip would be needed. She asked if the Council might use the unspent youth club allocation to fund a skip. It was suggested that the Village Hall might be arranging for the skip and the Clerk expressed concern that the Council might not have the legal power for such expenditure. It was AGREED that no further action be taken at this time.

91.0 **TO NOTE ANY ITEMS OF REPAIRS AND MAINTENANCE IN THE PARISH IN NEED OF ATTENTION.**

The Chair reported on items raised at the last meeting as follows:-

91.1 **Church Footpath**

The state of the church footpath had been reported to the Highways Department (reference number 9147832) and an inspector was to assess the situation.

91.2 **Hedges at 11 Hallaton Road and at Ashley Road**

It was noted that the hedges had been cut and the Chair thanked those involved.

91.3 **Drainage**

The drains between the church gates and Hallaton Road had been reported to Anglian Water and works had been ordered to rectify the situation. The Chair added that following a report from the Brook warden, Bryan Smith, of foul water going into the brook near the Irish Bridge, Anglian Water had sent out a team to assess the situation had been working to resolve the problem.

91.4 **Manor Road footpaths**

Mr Patrick Christenson very kindly offered to tidy up the footpaths along the road, the Chair thanked him for his community spirit and for helping keep Medbourne tidy.

91.5 **Tow Path**

The Chair reported that the towpath was a footpath and as such people should not be cycling along it.

91.6 **Pack Horse Bridge**

The bridge is an ancient monument inspected annually by the LCC Structures Department but there was no fund to repair it. If it was deemed unsafe it would be closed.

91.7 **Kerb adjacent to the shop**

It was noted that a kerbstone by the shop had been knocked over. The Chair undertook to report the matter to the Highways Department.

92.0 **COUNCILLOR TRAINING AND RESOURCES**

It was noted that the group training for Councillors held on 29 September 2015 had been successful, and Councillor Pilkington had attended a course on the new Openness and Transparency regime.

93.0 **TO APPROVE PAYMENTS OF INVOICES AND ACCOUNTS**

A list of invoices and account was presented by the Clerk. It was noted that the County Council was no longer providing web support.

<u>Recipient</u>	<u>Purpose</u>	<u>Amount</u>
e.on	Street lighting	£28.39
Leicestershire County Council	Web Support	£180.00
G Thomson	Clerk's salary – September 2015	£117.17
G Thomson	Clerk's salary – October 2015	£116.97
Medbourne Church Council	Light – replacement cheque	£24.00

Councillor Easton MOVED, Councillor Shaen-Carter SECONDED and it was RESOLVED that:-

- a) the invoice from the County Council for web support be challenged; and,
- b) the remaining payments be approved.

94.0 **TO CONSIDER AND APPROVE AN APPLICATION FOR FUNDING UNDER THE TRANSPARENCY FUND**

The Chair requested that the Clerk forward the draft bid to the Leicestershire and Rutland Association of Local Councils (LRALC) and the matter be deferred to the next meeting.

95.0 **OPTIONS FOR GRASS CUTTING IN 2016**

Councillor Easton reported that a contractor had offered to discuss taking on the additional cutting. The Chair suggested that the matter be investigated further but that any additional cost would be reflected in a higher precept.

96.0 **ADDITIONAL LOCATIONS FOR SALT / GRIT BINS**

It was noted that no additional locations had been suggested.

97.0 **REVISED STANDING ORDERS**

The Chair reported that it was necessary to review and revise Standing Orders. A copy of the model draft Standing Orders was circulated and it was AGREED that new Standing Orders be considered at the next meeting.

98.0 **TO APPROVE THE ANNUAL RETURN FOR THE YEAR ENDING 31 MARCH 2015**

The Accounting Statement and the Annual Governance Statement for 2014/15 had been circulated. The Chair confirmed that the independent internal audit had been completed and thanked Mr Roger Lee for his services in this regard conducting the audit but raising no bill in relation to the service.

The Clerk read the statements and the Council confirmed its approval. Councillor Gidley-Wright MOVED, Councillor Cory SECONDED and it was RESOLVED that the Annual Return be approved and adopted.

99.0 **EQUAL OPPORTUNITIES STATEMENT**

Councillor Cory MOVED, Councillor Gidley-Wright SECONDED and it was RESOLVED that the Equal Opportunities Statement be adopted.

100.0 **EQUALITY AND DIVERSITY POLICY**

Councillor Cory MOVED, Councillor Gidley-Wright SECONDED and it was RESOLVED that the Equality And Diversity Policy be adopted.

101.0 **RISK MANAGEMENT/ASSESSMENT FOR INSURANCE PURPOSES**

It was AGREED that the Clerk be requested to report on what the Council needed to do in terms of risk management in relation to insurances; for example inspections of benches and the war memorial, necessary paperwork, risk assessments, volunteers, safety and safe practices.

102.0 **CHARITIES COMMISSION AND THE RECREATION GROUND**

The Chair reported that following approaches from the Charity Commission in connection with the Recreation Ground (the land on which the sports club, tennis club and part of the playing field is located) it was necessary to review the records to ensure that its records are up to date. It was AGREED that the matter be deferred whilst the Council's legal adviser looked into the matter.

103.0

CRIMINAL DAMAGE AT RIVERSIDE HOUSE.

The Chair outlined the extremely unpleasant and serious incident of criminal damage on land next to Riverside House (the site of the old Slaughterhouse) and site of an ancient road, which had been vandalised with bleach being poured over the grass. The fact that it was bleach was confirmed by a professional grass care company. She added that the Police were taking this matter very seriously, as deliberate and pre meditated criminal damage a crime which can, when seen as targeted against an individual, carry a custodial sentence.

The Council condemned these actions, and expressed support for the landowners in their decision to contact the police – and encourage anyone who has any information in this regard to contact the police.

The meeting closed at 9:42 p.m.

Signed: _____

Date: _____

Note: Councillor Easton has presented apologies for the meeting to be held on 2 November 2015