



HUNCOTE PARISH COUNCIL

CHAIRMAN: MR. ALEC KNIGHT

CLERK: STUART BACON, c/o 3 MOUNTFIELD ROAD,
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SEPTEMBER MINUTES

Minutes of meeting held at 7:00 pm on **Thursday 3rd September 2020**

as an online Zoom Meeting, via -

<https://us02web.zoom.us/j/83922678166?pwd=Tno1UEExHVzZSVXJ3eDFzWDcveDRKZz09>

Dial in via 0203 481 5240, 0131 460 1196, 0203 051 2874 or 0203 481 5237

Calls charged at standard network rate which may vary by phone network provider

Meeting ID: 839 2267 8166

Password: 137858

Present: Cllr A. Knight (Chairman) Cllr J. Cheesman (Vice Chair) Cllr R. Bailey
Cllr. L. McEntee Cllr M. Ingham Cllr M. Turner

In attendance: Cllr M. Wright (County/District Councillor)
Stuart Bacon (Clerk)

8087 **To receive apologies for absence**

A candidate for co-option was unable to attend due to childcare commitments.

8088 **Chairman's opening remarks and Member introductions**

The Chairman welcomed all those present, before outlining the roles of himself and the Clerk in facilitating the meeting, how Members and any members of the public (if they join the meeting) should act and respond to queries, by physically raising their hand in front of the camera and waiting to speak if connected by video chat or by asking to speak by telephone, Members would introduce themselves to all present, and then one person to speak at a time. The Chairman also requested all Members to mute their microphones when not speaking by video chat. Those joining by telephone were requested to remain quiet if not speaking.

8089 **Declarations by Members of Pecuniary and Non-Pecuniary Interests** (In relation to Agenda items)
None.

8090 **Consider candidates for co-option**
No candidates for co-option were present.

8091 **Confirmation of the Minutes of the meeting held on 6th August 2020 (HunPCSep20/2)**

Members reviewed the minutes of the ordinary meeting held on 6th August 2020. The Clerk clarified the wording for 8074, 8076/2, 8077/1, 8077/2 and 8079/8.

RESOLVED: Cllr Bailey disagreed with the wording of 8078/1, but after a discussion with other Members the wording was accepted.

RESOLVED: To accept and to sign as a true and accurate record.

Cllr Knight proposes, Cllr Cheesman seconds, all agree.

8092 **Status report arising from these minutes on items not covered within the agenda**

8066 The Clerk noted a reply had been received from LRALC to confirm the wording was accurate.

8093 **Parishioners' time** (15 minutes are set aside for parishioners to raise issues and ask questions)
None.

8094 **To Receive Reports from Partners** (10 minutes each on items relating to Huncote)

8094/1 **Leicestershire C.C. – Cllr M. Wright**

Information on schools reopening for Leicestershire Families

Families with children returning to school this autumn can access new online information and support. LCC have published new practical guidance about returning to school on themes such as attendance, hygiene and school transport as well as information about health, wellbeing and adapting to new routines.

Practical information about returning to school in Leicestershire is available at

www.leicestershire.gov.uk/back-to-school

Hints and tips and resources about managing worries and anxiety, keeping fit, structured routines and eating healthily is available at www.leicestershire.gov.uk/school-ready-2020

The council is also confirming its arrangements around home-to-school transport, for both mainstream pupils and students with SEND. At www.leicestershire.gov.uk/education-and-children/school-transport

Families are being encouraged to consider walking, cycling or scooting to school to keep health and help maintain social distancing. More information on sustainable ways to travel to school is available on www.choosehowyoumove.co.uk/covid-19-back-to-school/

Advice for safe car sharing

National guidance is to try and not to share a vehicle with those outside your household or support bubble. (It is recognised this is not always possible). Working closely with the Leicester, Leicestershire Economic Partnership (LLEP), the council has developed materials, which are being shared with local businesses via the LLEP, Leicester City Council and District Councils. <https://www.leicestershire.gov.uk/prevent-the-spread-of-the-virus>

8094/2 **Blaby D.C. – Cllr M. Wright**

Community Hub

The Hub was set up in March following the Coronavirus lockdown to support Blaby residents. So far 550 residents have been directly assisted and 1,250 shielded residents have received welfare calls. The Hub will continue to be part of the Council's daily business going forward to enable a quick response to any future COVID-19 emergency.

Special Coronavirus Community Grants

The Community Grants Scheme for 2020-21 has been re-opened with the first grants awarded on 26th August. Changes were made to the first round of the grant programme and priority was given to projects addressing needs that had arisen as a result of the coronavirus pandemic. Other changes include a larger amount of funding available, increased small capital and revenue grants from £500 up to a maximum of £1,000 and more flexibility introduced to help organisations that have lost income. For more information visit:- www.blaby.gov.uk/communitygrants, email grants@blaby.gov.uk or call 0116 272 7566.

A Place to Grow Reopens

Community garden **A Place to Grow** has now reopened and is operating. There is currently a registration system in place, so anyone interested in attending will need to fill out the registration form and contact Blaby DC Leisure team.

Launch of New Voluntary & Community Sector Webpage

There is a new page on the Blaby District Council website dedicated to supporting local charities, community groups, sports clubs and venues through recovery from the impacts of Coronavirus. Anyone needing further advice for their voluntary sector organisations is also able to submit an online form to request help or contact community development officers on 0116 272 7718, 0116 272 7762 or 0116 272 7566

Business Hub

Blaby District Council established a Business Hub to help and support local firms and businesses during the challenges of COVID-19 and also to assist with planning their recovery. There is a dedicated webpage for the Business Hub which is a self-service area with current resources, support and information on a range of issues. There is also a Business Support request form which can be completed and sent through and an Account Manager will be allocated and make contact to offer dedicated support.

Free Call blockers

The National Trading Standards Scam Team has free call blockers available to the general public. Any enquiries to 01323 463 600 Call.blockerproject@surreycc.gov.uk

Narborough Road incident

Cllr Wright explained that an Officer had walked the road but conclusion remains for no additional work to ditches. Noted incidents not being reported.

Work from Countryside expected soon to start edging back the footway as part of the planning conditions for 15/0115/OUT

Grass cutting

Clerk has reported visibility splays on Narborough Road

Lease on Sports Field

Cllr Wright to follow up with the Clerk to discuss the lease for the land on the corner of the sports field.

Cllr Wright departed the meeting at 7:30pm.

8094/3 **Leicestershire Police** (update and recent crime statistics)

July 2020 crime statistics according to www.police.uk: - 10 incidents

- 1x Vehicle crime on/near M69 (Includes theft from or of a vehicle or interference with a vehicle) Investigation complete; no suspect identified.
- 1x Anti-Social Behaviour on/near Langley Close (Includes personal, environmental and nuisance anti-social behaviour).
- 1x Burglary on/near Langley Close (Includes offences where a person enters a house or other building with the intention of stealing) Investigation complete; no suspect identified
- 1x Other theft on/near Langley Close (Includes theft by an employee, blackmail and making off without payment) Investigation complete; no suspect identified
- 2x Violence and sexual offences on/near Critchlow Road (Includes offences against the person such as common assaults, Grievous Bodily Harm and sexual offences) Unable to prosecute suspect
- 1x Anti-Social Behaviour on/near Critchlow Road (Includes personal, environmental and nuisance anti-social behaviour).
- 1x Violence and sexual offences on/near Bennett Rise (Includes offences against the person such as common assaults, Grievous Bodily Harm and sexual offences) Under Investigation
- 2x Violence and sexual offences on/near Brook Street (Includes offences against the person such as common assaults, Grievous Bodily Harm and sexual offences) Under Investigation

The Clerk noted the monthly report from the Fosse Villages beat team had been received for September. The newsletter introduced the Inspector with only his first name, the Clerk noted his name was Inspector Jamie Osborne.

8095 **To Review Planning Matters** including:

8095/1 To review applications received since last meeting for consideration

- [20/0698/FUL](#) - New vehicle access (dropped kerb) to connect new private access and driveway from Narborough Road on to Tinglebug Farm - Tinglebug Farm Narborough Road Huncote Leicestershire LE9 3AW

RESOLVED: Members agreed the proposed additional entrance was planned for a dangerous spot on the 50mph road, where various accidents and a fatality had taken place. It wasn't believed that the current traffic levels for Tinglebug Farm required an additional entrance to that at Elms Farm, which is currently used. Members agreed the application should be recommended for refusal on these grounds.

- Any other applications received before the meeting
None.

8095/2 To receive results of earlier comments from relevant planning authority

- [20/0705/HH](#) - Two storey side extension and single storey rear extension - 22 Langley Close Huncote Leicestershire LE9 3AT – **Application Approved**
- [20/0611/HH](#) - Two storey side extension, single storey rear extension and garage conversion - 87 Forest Road Huncote Leicestershire LE9 3BH – **Application Approved**
- [20/0526/FUL](#) - Erection of two storey garage and workshop building with residential annexe (amendment to 19/0685/FUL) - Elms Farm Narborough Road Huncote Leicestershire – **Awaiting decision**
- [2019/CM/0125/LCC](#) - Aggregate Industries UK Limited - Proposed lateral extension to the mineral extraction area within Croft Quarry, retention of access and ancillary development and reclamation via the importation of restoration material. - Croft Quarry, Coventry Road, Croft, LE9 3GP – **Awaiting decision**

RESOLVED: The Clerk noted the proposed footpath from south of Peers Way to the nature walk wasn't shown in all documents and would be advised to the County Council Planners.

- [19/0019/FUL](#) - Installation of 7 lighting columns - BMX Track The Pavilion Leisure Centre Sportsfield Lane Huncote – **Awaiting decision**
- [2017/1389/01/CS/35a](#) - Aggregate Industries - Submission under condition 35 of planning permission 2017/1389/01 (updated Environmental Scheme) - Croft Quarry, Marions Way, Croft – **Awaiting decision**

- 8095/3 To receive an update from the Fosse Villages Neighbourhood Plan Joint Working Board
The Clerk noted that no meeting had yet been arranged with the Neighbourhood Plan group.
- 8095/4 To receive update on demolition of buildings at Croft Quarry
RESOLVED: While the first scheduled blast on Wednesday 19 August at approx. 4:15pm had caused some furore with people in this part of the county and the late notification of the blast, Members noted letters had been sent to all properties by Aggregate Industries regarding the planned second and third blasts, with contact details to comment if blast is bad. A meeting is scheduled with the company on 2 September via Zoom. Members noted there had been no comments received about the second blast.
- 8095/5 To review areas of planning concern within Huncote
Members noted two Planning Enforcement cases had been started in Huncote in the last month:
- **E20/0218/NCAP** - Creation of a roof top patio not shown on approved plans - 15 Forest Road, Huncote, Leicestershire, LE9 3BH – Received 07/08/20
 - **E20/0220/BOCND** - Trees on public open space dying - Land at Preston Way/ Peers Way, Huncote, Leicestershire – Received 12/08/20
- 8096 **Coronavirus/COVID-19 impact update**
- 8096/1 General update on the impact of coronavirus in relation to Huncote
Members noted the continuing changing nature of Government guidance in dealing with the impact of coronavirus.
- The Clerk advised Members of a complaint received from a resident about not receiving any communication about coronavirus. Members noted there had been multiple newsletters hand-delivered by Members to all properties in the parish, with information also posted on notice boards and on the council's website and social media.
- RESOLVED:** There was deemed no substance to the complaint.
- 8096/2 Reopening play areas – update and review on local compliance
The Clerk reported that a large number of signs were needing replacing on a near daily basis as the signs were being destroyed and removed by the public.
- 8096/3 Use of sports field by Croft Juniors FC
Members noted the measures the football club had proposed to put in place for their training sessions and matches, which were now allowed under government guidance. A key had been provided to the football club by Huncote Leisure Centre to the barriers on Sportsfield Lane for the football club to manage who came and went in relation to training/matches.
- RESOLVED:** Cllr Knight to check club events are compliant with government guidelines.
- 8096/4 Government grant receipt
RESOLVED: Members noted the receipt of the £10,000 government business rates grant, following an update to the clarify the eligibility criteria from government.
RESOLVED: Council spending should be reallocated to show payments for wages affected by coronavirus.
- 8097 **To Review Huncote Enhancement**
- 8097/1 To review village walkaround
Cllr Bailey queried the government guidance in relation to his dissatisfaction with being advised the guidance stated those aged over 70 should minimize contact with others from outside their households.
- RESOLVED:** Members noted the walkaround had taken place, despite a damp outlook, with Members noting properties for consideration for the village awards.
- 8097/2 To consider Huncote Community Award categories and trophy requirements
RESOLVED: Members agreed to retain the three categories for the awards – Best Kept Front Garden, Community Award and Environment Award, as well as Supporting Others Through Coronavirus. It was also agreed Thank You letters would be sent out to those appropriate.
RESOLVED: Members agreed to replacing the existing trophies with new individual one's people could keep. The Clerk is to investigate colour options for similar awards.
RESOLVED: A copy of the nominated properties to be circulated to all Members.
RESOLVED: Nominations to be accepted until 5:00pm on 5th November.

- 8097/3 To receive update on recent mowing around the public sites in the village
Members noted mowing had been carried out in the usual areas, and the County Council had agreed that the next cut would cut back the verge on Narborough Road near the planter to make it safer for drivers to see oncoming traffic.
- 8097/4 To receive update on annual play inspection and report
The Clerk explained the annual play inspection had been delayed due to coronavirus, but was expected to be carried out in September.
RESOLVED: A copy of the report would be provided to Members upon its receipt.
- 8097/5 To determine Remembrance Day event requirements
RESOLVED: Members agreed that due to current government guidelines no ceremony would be held at the war memorial in Croft this year, and that instead they would lay a wreath in Huncote, though this would not be a public event due to the 'Rule of 6' from government guidance.
RESOLVED: Members declined the Clerk's suggestion for a Remembrance flag to be purchased, to be flown under the Union flag in the pincfold.
- 8097/6 To determine hedge cutting/tree care requirements
RESOLVED: Members agreed to obtaining a tree survey for all the trees on parish council owned property.
It was noted that by cutting the trees in October, this would reduce the likelihood of any damage being caused to the ground when flailing.
- 8097/7 To prepare plans for Christmas lighting
RESOLVED: Members agreed to organising a similar display for 2020 as per 2019.
- 8097/8 To review and update the Community Emergency Response Plan
RESOLVED: Members agreed updates to the Community Emergency Response Plan, and Cllr Cheesman and Cllr McEntee to take on Joint Co-ordinator responsibilities.
The Clerk explained that the sand had been delivered from the Resilience Partnership as part of the £600 grant for preparing the Community Emergency Response Plan. Remaining items were being arranged for delivery.
- 8098 **To Review Highways & Footpaths Issues**
- 8098/1 A review of Highways and Footpaths Issues within Huncote
Members noted an increase in dog mess around the village.
RESOLVED: Stencilling to be carried out to remind dog walkers of potential fines.
- 8098/2 To receive update on damaged/worn street signs
Members noted the signs were being replaced and repaired, though the initial signs reported on St James Close were yet to be repaired.
Cllr Turner queried if a sign would be added for Ratcliffe Drive at the junction with St James Close. The Clerk explained that this was a part of the list submitted to Blaby DC for repair/replacement/adding.
- 8098/3 To receive update of application for Highways Parish & Community Funding
The Clerk advised that the application had been submitted and a response was awaited.
- 8099 **To Review Financial Report** including:
- 8099/1 To review annual insurance for renewal
RESOLVED: Members approved the annual insurance quote for renewal as the final year of a Long-Term Agreement with Zurich. Members noted no price increase from the previous year.
Cllr Knight proposes, Cllr Turner seconds, all agree.
- 8099/2 To acknowledge and accept Local Government Services' Pay Agreement 2020-21
RESOLVED: Members noted the revised Local Government Services' Pay Agreement 2020-21 had now been received and backpay was due to implement from 1st April. Members agreed that this would be paid.
Cllr Knight proposes, Cllr McEntee seconds, all agree.
- 8099/3 To approve Accounts for Payment (**Doc HunPCSep20/3**)
Members reviewed accounts for payment. Cllr McEntee queried the number of cable ties purchased. It was agreed these would be used for signage as a result of government guidance and installing Remembrance lamppost poppies.

RESOLVED: To accept and to sign as a true and accurate record.
Cllr Knight proposes, Cllr Bailey seconds, all agree.

8099/4 **Summary of Receipts & Payments and analysis to date (Doc HunPCSep20/4)**
Members reviewed summary of Receipts & Payments and analysis to date. It was noted the lease payment from Croft Juniors FC had been deposited, along with the government grant. An invoice had been sent for any other leases.

RESOLVED: To accept and to sign as a true and accurate record.
Cllr Knight proposes, Cllr Cheesman seconds, all agree.

8099/5 **Update on Audit**
The Clerk explained there had been no update on the completion of the external audit.

8100 To Review Recent Consultations Received

8100/1 Any consultations received before the meeting
None.

8101 To Review Publicity & Public Relations Issues including:

8101/1 **Journal** – Next Issue Copy Dates – 11 September, 9 October
It was noted that The Journal had produced their last online edition, and that Issue 492 would be a return to paper copies on 26th September.

8101/2 **Huncote Village News** – Consider items for inclusion in Issue 74
The Clerk explained articles were being finalised following the meeting to clarify the categories for the Community Awards

8101/3 **Parish Council website/social media** – Review usage statistics/receive update
The Clerk explained that there had been an increase in people clicking on articles in relation to blasting at Croft quarry but general usage remained at expectable levels.

The Chairman queried the use of the Twitter account. The Clerk explained this tweeted all the articles placed on the website News page. Cllr McEntee queried what Facebook meant by 'boosting' a post. The Clerk and Cllr Turner explained this was a way of boosting the likelihood of certain demographics seeing selected posts.

8101/4 **Website management** – update on compliance with website accessibility requirements
The Clerk explained that the necessary checks were being carried out and changes were being made, though this was a time-consuming task and it wasn't anticipated that everything would be in place for the 23rd September deadline.

RESOLVED: Members agreed for the Clerk to deal with this as he sees fit.

8102 To Receive Clerks Report

- Blaby DC – Parish Newsletter provided to all Members
- Members were reminded of the requirement to view all meeting documents for parish council meetings. Cllr Ingham requested his password was reset.
- Charity Commission for England and Wales - Annual Public Meeting 2020 - Thursday 1st October 2020 at 11:00am – 12:45pm – YouTube
- The Clerk reminded Members to think of budgeting requirements for 2021-22

8103 Any other business

(It should be noted that no substantive issues can be raised under this item (i.e. those requiring decisions or with a financial implication). It should be used only to register items for a future Agenda or items that are solely for information only)

Cllr Bailey queried if there had been any update on returning to face-to-face meetings? The Clerk explained that the guidance still recommended that virtual meetings should take place wherever possible until 7th May 2021. After 7th May no regulations have yet been produced but it is expected that the option for virtual meetings will continue after this date.

8104 Date of next meeting

Thursday 1st October 2020 – Virtual Zoom meeting @ 7:00 pm
Details of how to access the meeting will be publicised on our website's meeting calendar.