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Full Council 14 March 2022

TOWN CLERK EARL SHILTON TOWN COUNCIL

**MINUTES of the FULL COUNCIL MEETING**

Held at 7:30 p.m. on

**Monday 14 March 2022**

At *The Independent Chapel, 89 High St.*, Earl Shilton, LE9 7LR.

**MEMBERS PRESENT:**

Town Councillors: M Leman, Chairman, Ms D Almey, A Bates, I Faver, Mrs G Granger, C Ladkin\*, Ms S Mannion and Mrs L Wharton.

Town County/Borough Councillors\*: C Ladkin.

In attendance: Town Clerk: Mr ME Jackson.  
Members of public: Nil.

**21/183** *Chairman's welcome, opening remarks.*

Point of Order: with the Chairman and Deputy Chairman unable to attend due to ill health Members were required by law and ESTC Standing Orders to elect a pro temp Chairman for this meeting before the business of Council could commence.

**Resolved: Members elected Cllr M Leman to chair this meeting of Full Council.**

The Chairman thanked fellow Members for attending and moved straight into the Agenda.

**Noted and received.**

**21/184** *To receive apologies for Town Cllr Member absence.*

Cllrs Mrs C Allen, R Allen, Mrs A Burton, A Darker, B Granger and R Hills submitted their reasoned apologies for absence in writing or in person to the Town Clerk in advance of the meeting.

**Resolved: to accept as read, all the named Cllrs apologies for absence as tabled and recorded by the Town Clerk.**

**21/185** *Declarations of interests. To receive disclosures of member's interests, i.e. the existence and the nature of those interests in respect of items on this agenda.*  
**None.**

**21/186** *To receive and approve as a true record the minutes of the Full Council meeting held on 14 February 2022.*

**Resolved: to accept as a true record of the Full Council meeting of 14 February 2022; the minutes tabled for the Chairman's signature and already distributed in draft to members with their agenda packs.**



**21/187 Public Participation:**

- a. Public speaking protocol – requests received by the protocol deadline to be submitted to the Clerk with details of the agenda item they wish to address/relate to.
  - b. That the meeting be adjourned to allow members of the public to make representation about items that are not on the agenda (Electors' Time).
- None and N/A.**

**21/188 To note and receive any reports from County and Borough Cllrs.**

Borough Cllr, - C Ladkin:

Cllr Ladkin informed Town Council Members that the most recent main theme of HBBC business has been the management of finances. Setting the Borough Council precept annual percentage increase and use of strategic reserves of funds have proved to be difficult choices for Borough Cllrs. In a word, Cllr Ladkin describes HBBC finances as 'stretched', exemplified by the mounting costs of the new crematorium (capital) and increase in green recycling bin charges (revenue) with no easy decisions to make.

**Report noted and received with thanks.**

**21/189 To receive any form of Neighbourhood Police report pertaining to Earl Shilton including the local Beat Team report for February 2022 dated to March 2022.**

- a. Beat Team monthly newsletter.
  - b. Other/late relevant items.
- Report noted and received with thanks.**

**21/190 To note and receive any reports from member representatives to recent (remote/virtual) non-Town Council outside bodies, meetings, events or working parties excluding Police reports and the Town Team Working Group (TTWGp) including relevant late items received since this agenda was published.**

- a. 03 Mar 22 – Borough Council Annual Rural Conference at Twycross Zoo.

Cllr A Bates reported he felt attendance for him was well worthwhile as a relatively new Cllr. The Conference was certainly well attended with a variety and good number of guest speakers with information on all matters from policing, green innovation, to how a provincial Zoo survives and thrives through a world crisis like the Covid 19 Pandemic. Networking with other attendees was also interesting and potentially useful.

**Report noted and received with thanks.**

- b. Late relevant items. **None.**

**21/191 To invite/nominate member representatives to attend meetings/events that are not Town Council initiated including remote and late relevant invitations too. **None.****

**21/192 To receive minutes, draft minutes (01 Mar 22) and or a verbal report on Leisure, Parks, Cemetery and Open Spaces (LPCOS) Cttee meetings or business of interest and possible concern plus any immediate recommendations for spending from the annual budget or Reserves.**



The Cttee Chairman briefed Members that the meeting of the 01 Mar 22 was routine except for the last item (Cttee Minute 21/103). The latter refers to the single column of 27 healthy lime trees which run along the boundary of QEII Hall Field Park and the back gardens of The Beeches/Castle Close. The trees were in place well before the houses but the 'honeydew' from the trees and other detritus spoils the quiet enjoyment of rear gardens for some adjacent residents. The Town Council have the will and the funds to prune/pollard the trees but currently cannot obtain planning permission from HBBC to give these TPO trees a good tree surgeon haircut as has been the case in previous years. On site meetings with HBBC specialist officers have been held recently and the Town Council hope the matter may be resolved to everyone's satisfaction as soon as possible. It may mean more frequent less invasive maintenance at greater cost to taxpayers in the future.

**Noted and received.**

- 21/193** To receive minutes, draft minutes (01 Mar 22) and or a verbal report on the Events Cttee meetings or business of interest and possible concern plus any immediate recommendations for spending from the annual budget or *Reserves*.

Members were content to acknowledge the Cttee minutes as tabled. All planned ESTC event, including HRH The Queen's Platinum Jubilee Beacon Lighting, are on track for 2022.

**Noted and received.**

- 21/194** *Correspondence received including relevant late items received.*

- a. *ESTC Community Grant Application – ES in Bloom, (ESiB).*

This application was carried over from Feb 22 to ensure that no other worthy competing application has been received before financial year end.

**Resolved: to award a grant of £2,150.00 to ESiB forthwith to fill the Town centre with seasonal flowers in the planters they require.**

- b. *HBBC wholesale Borough-wide Governance Review to note and receive.*

The Town Clerk tabled a hard copy of the survey to supplement the electronic version sent in late Feb 22 to Members. Cllrs discussed merits of such a review and will consider submitting individual surveys as a corporate view may not be appropriate even if possible to achieve.

**Noted and received.**

- c. *ES Town Cricket Club Centenary Celebration Day – Sunday 03 Jul 22.*

A gala day diary date for Members, their families and wider networks.

**Noted and received.**

- d. *Cllr Member Code of Conduct – adoption of best practice model.*

Members were informed that all the principal Leicestershire Councils have adopted this model which is endorsed by the Local Government Association, NALC and LRALC.

**Resolved: to adopt the LGA May 2021 model cllr code of conduct and publish it on the ESTC website.**



- e. *Town Cllr co-option (draft) – NALC suggested best policy and procedure.*

Members were presented a draft cllr co-option policy procedure paper drawing together elements of best practice from various sources but mainly NALC.

**Resolved: to adopt the draft cllr co-option policy and procedure paper as tabled forthwith and publish it on the ESTC website.**

- f. *Late relevant items. None.*

- 21/195** *To receive the Town Clerk's Finance Report including late relevant items.*

- a. *RBS monthly accounts for Chairman's signature to be approved to confirm as a true record, the Town Council's financial position as at 28 Feb 22.*

Members received their full digital finance packs for February 2022 before the meeting and a precis hard copy prior to the meeting.

**Resolved: that the accounts for the month of February 2022 are a true record of the status of the ESTC finances at this month end. The ESTC Chairman by this resolution is permitted to sign-off the accounts (3x RBS Cashbooks) reconciliations for this month.**

- b. *Late relevant items. None.*

- 21/196** *To receive the Town Clerk's general report including relevant late items received since this agenda was published.*

The Town Clerk verbally briefed Members that in the last 2 days QEII Hall Field Park had suffered both a fly tipping and a fouling of footpath steps onto Church St with horse ordure and broken glass. Both tipplings were cleared immediately by the ESTC Groundcare Team as soon as possible on the same working day after being reported.  
**Noted and received.**

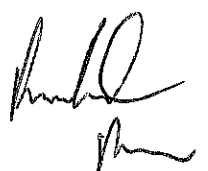
- 21/197** *Planning applications/correspondence received as a Town Council 'consultee' from HBBC, adjacent Districts and or LCC as Local or County Planning Authorities. Also to:*

*Note a Planning Cttee Chairman's verbal or written reports and possibly, discuss and receive non-private session items from the Planning Cttee; e.g. a verbal/written report from any Planning Cttee meeting or communications, especially regarding major or controversial applications concerning the Town including:*

The Planning Cttee meeting of 14 Mar 22 immediately preceded this Full Council and the verbal report was as follows:

- a. *21/01511/OUT – ES-SUE: to note and receive a resident's reasoned Planning Portal submission of objection to the LPA.*

The Chairman invited the member of the public to engage with Cttee Members regarding his list of objections, already submitted to HBBC as the LPA, regarding



elements of the ES-SUE in this *outline* application stage and elements not included, many of which form a consensus with the objections submitted already by the Town Council also. All participants agreed that the ES-SUE will come forward but wish to see it work in the best interests of current and future residents. Elements discussed included:

- Access into the SUE from Astley Rd over the top of Weaver Springs Park.
- Traffic island infrastructure should not be 'mini-roundabouts'.
- Preservation of a high standard of air quality and measured carbon footprints.
- Flora and fauna preservation – mitigations for changes need to be proven.
- Clarification of the provision for Secondary School places for the children of 1600 plus homes in Earl Shilton (and 2500 homes from the Barwell SUE).
- Stifling of town (existing settlement) traffic flows which is specifically against an extant Leicestershire County Highways adopted policy.

The member of the public was thanked by Cttee Members for his contribution most of which chime with the aims and objectives of the Town Council. The member of the public remained in the meeting until its conclusion at 7.30 p.m.

**Noted and received.**

b. 20/01374/FUL (re-consultation) – Breach Ln Farm: motor vehicle restoration works et al.

Cttee Members noted that the Town Council has fully objected in writing through the LPA Planning Portal twice over the last year or more. The hope of the Town Council now is that any HBBC consents and conditions imposed on the applicant as outlined in officer submissions in March 2022 are backed up by rigorous enforcement actions if necessary.

**Noted and received.**

c. 21/01227/FUL – Johnsbrook Farm, Potters Marston Ln – new livestock building.

**No material Consultee comments.**

d. 22/00040/FUL – 12, Orton Rd – change of use of garages: business and living.

**No material Consultee comments.**

e. 22/00148/HOU – 75, Hinckley Rd – 1<sup>st</sup> floor rear extension et al.

**No material Consultee comments.**

f. 22/00172/HOU – 26, Balmoral Rd – single storey rear extension.

**No material Consultee comments.**

g. 22/00140/HOU – 6, Birch Close – bungalow side and rear extensions.

**No material Consultee comments.**

h. Relevant late applications/correspondence received since this agenda was set.

1. 22/00002/FUL – 55 Mill Ln – removal of leylandii hedging to facilitate reasonable access to the whole site for green keeping maintenance.

This item was brought forward to follow-on from item 21/054 a. to complete public speaking and aid Cttee time management. The member of the public most interested in this late item was allowed to address the Cttee after which Cilrs discussed the issues.



**Resolved: to comment, not amounting to an objection or support, on the application through the LPA/HBBC Planning Portal. Succinctly, the LPA are requested to be mindful of any future change of use for this access and land.**

2. 22/00169/OUT – 223, Station Rd – 3 new detached dwellings access off Breach Ln.

Members agreed the precedent for such a small development in this location has been set by the granting of similar application adjacent to this one.

**No material Consultee comments.**

**Confidential Items – in accordance with the Public Bodies (Admissions to Meetings) Act 1960, the press and public will be excluded from the agenda items below by reason of the confidential nature of the business to be discussed and will be requested to withdraw. Members will resolve to go into Private Session. So resolved.**

**21/198** *Planning and Town Team Working Group (TTWGp) matters which should be heard in private session:*

Members received as a late item the *confidential* notes of the TTWGp meeting that was held on 28 Feb 22. Issues in the notes included:

- The ES-SUE.
- Town Centre Management by HBBC.
- The shop front improvement scheme (of HBBC grants in aid).
- Town delivery plan – updates regarding private developments and public realm.
- Bracknell Farm (Blaby District) – an unsightly 'accumulation' issue.
- Dalebrook Farm GRT development site – update sought from HBBC.
- Barrow Hill Quarry – recent planning application objected to by ESTC.
- S.106 developer contributions due over time of £240k – subject for review by ESTC to establish aims and objectives.

**Noted and received.**

*To consider the issues/updates from the Chairman/Town Clerk/Members or others regarding the:*

a. *The Premises projects – Library Office facility and public toilet – update from the Town Clerk on progress for the Office move, i.e.:*

1. *Public toilet – Town Clerk's operational update usage and cleaning SLA.*

The Town Clerk briefed Members that the cleaning regime now seems to be in order and taxpayers are receiving value for money.

**Noted and received.**

2. *Order of Library Office furniture through HBBC – Town Clerk's update.*

Only two significant items of office furniture, (4x desk pedestal drawer sets and 5 tambour storage cupboards), remain outstanding and these are being pursued through the good offices of HBBC Assets & Estates staff.



The Town Clerk requested Members consider the purchase of a 2<sup>nd</sup> table trolley for meeting tables. The 10 tables are too large and heavy for the single trolley already purchased.

**Resolved: to purchase a 2<sup>nd</sup> table trolley from the earmarked reserve for the sum of £470.00 net of VAT.**

3. *Library Office Pod order update from Town Clerk.*

The Office Pod has been installed as ordered and is fully operational to specification.

**Noted and received.**

4. *Site to house the Groundcare Team – current search options report.*

Members engaged in a wide ranging discussion including potential valuations for bids at 2 named sites and compared and contrasted these with land owned at ESTC's Weaver Springs Park.

**Resolved: to clarify the aim and objective of this project with least further delay by forming a sub-Cttee of the Planning Cttee to explore this single issue to, hopefully, a successful conclusion.**

b. *ES Sustainable Urban Extension (ES-SUE) including: access road options document – price/valuation(s) and terms – Town Clerk's actions-on and any update plus any confidential assessment of outline planning application 21/01511/OUT – major application for 1000 dwellings et al.*

**See Minute 21/197 a. above.**

c. *Hinckley National Rail Freight Interchange (HNRFI) – any private session update.*

Members have received a copy of the Friends of Narborough (Railway) Station (FONS) casework objection submission regarding the plans for the HNRFI by Tritax Symmetry.

**Noted and received with thanks.**

d. *Late relevant confidential items received since this agenda was set. None.*

**21/199** *Staffing Cttee issues including relevant late items received since this agenda was published.*

a. *Implementation of the backdated 01 Apr 2021 cost of living pay award 1.75%.*

Members were informed staff backpay payments will be made in the March 2022 payroll run.

**Noted and received.**

b. *Staff eligible for pay Scale Point (SCP) increments with effect from 01 Apr 2022.*

The Town Clerk as staff line manager and Members as the employer side discussed the recommendations and merits of the four staff individuals eligible for SCP increments with effect from 01 Apr 22. Such potential increases in the payroll have been budgeted for in the precept for the FY 2022/23.

**Resolved: the following NJC pay code SCP increments have been awarded with effect from 01 Apr 22 as follows:**



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- c. *Late relevant items. None.*

Last Item.

The Chairman closed the meeting in good order at 9.30 p.m. thanking members for their attendance and contributions.

*Richard M*