

EARL SHILTON TOWN COUNCIL

MINUTES of the FULL COUNCIL MEETING

Held at 7:30 p.m. on

Monday 13 September 2021

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

MEMBERS PRESENT:

Town Councillors: R Allen*, Chairman, B Granger, Deputy Chairman & Deputy Town Mayor, Mrs C Allen*, A Bates, Mrs A Burton, I Faver, Mrs G Granger, R Hills, C Ladkin*, M Lemman and Ms S Mannion.

Town County/Borough Councillors*:

R	Allen.
C	Allen
C	Ladkin

In attendance:	Town Clerk:	Mr	ME	Jackson.
	Members of public:	Nil.		
	CE LRALC:	Mr	J	Atkinson
	Mountsorrel PC	Cllr	E	Benner

21/074 *Chairman's welcome and opening remarks.*

The Chairman greeted members, and also Mr Jake Atkinson the Chief Executive of Leics & Rutland Assn of Local Councils (LRALC) and Cllr Beth Benner from Mountsorrel Parish Council (MPC). Both welcome visitors will be speaking and holding a Q & A session for agenda item 21/079.


Remarking on the success of the ESTC August *Town Show* and 12 Sep 21 *Picnic in the Park*, Cllr Allen expressed his praise and thanks to Cllrs, Staff and volunteers who contributed to the third very successful public event to be held since the beginning of July 2021. The Chairman stated there is no truth in the rumour that the *Charleston* dance class held at Picnic the day before this meeting was some sort of 'rain dance' despite a few sprinkles that fell at about the same time.

Noted and received.

21/075 *To receive apologies for Town Cllr Member absence.*

Cllrs Ms D Almey, Mrs C Coe and A Darker submitted their reasoned apologies for absence in writing/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.



21/076 *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.*

Cllr R Allen (but only to any reference regarding the ES Sustainable Urban (Housing) Extension (ES-SUE) as he is pre-determined regarding the matter.

Resolved: to allow Cllr R Allen to remain in the meeting if this issue is raised so as to continue to Chair the meeting but not to vote on the matter.

21/077 *To receive and approve as a true record the minutes of the Full Council meeting held on 09 August 2021.*

Resolved: to accept as a true record of the Full Council meeting of 09 August 2021; the minutes tabled for the Chairman's signature and already distributed in draft to members with their agenda packs.

21/078 *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.

21/079 *That, ESTC considers, after a presentation by the CE of LRALC; considers commissioning on repayment a 'governance review' of the Town Council.*

Mr Atkinson gave his brief on the scope and purpose of the service that LRALC can provide and the approximate cost. Cllr Benner gave a Cllr's eye view of the process, the worth to Mountsorrel PC, improvements and insights obtained from that Council's experience of a governance review.

(Point of order: Mr Atkinson and Cllr Benner left the meeting at 8.06 p.m. to allow) (Members to debate the offer freely with the thanks and best wishes of Members.)

Resolved: that members will review commissioning the service at October's Full Council meeting when Members have received the service terms of reference, studied the MPC example report and considered the LRALC cost quote.

21/080 *To note and receive any reports from County and Borough Cllrs.*

County & Borough Cllr R Allen:

- Station Rd residents have traffic calming as their priority. They are against speed tables so perhaps some form of chicane system may be appropriate.
- Highway gutters and gullies – County Cllrs and Highways Officers are seeking a remedy for weed suppression that is not reliant on harmful (to flora and fauna) chemical spraying.
- Borough & County Council 'Local Plan' proposals into the mid 2030's. The respective draft LPs have been published and are open for comment and the hope is that both Borough and County timing, aims and objectives remain in synchronicity to serve the best outcomes for residents.

Borough Cllrs, R Allen, C Allen & C Ladkin:

- Garden Waste Bins. The collection of garden waste remains an issue and HBBC are not the only authority with this problem. Staffing remains the key limiting factor however, residents will have a financial remedy for the service dates where provision has not been delivered.
- Planning application processing and Planning consents and conditions 'enforcement'. The HBBC service is currently experiencing long term gapped posts and likely poor retention rates of staff even at the senior level.

Noted and received.

21/081 *To receive any form of Neighbourhood Police report pertaining to Earl Shilton including the local Beat Team report for August dated to September 2021.*

a. Beat Team monthly newsletter.

Noted and received with thanks as ever.

b. Other/late relevant items – Earl Shilton in Bloom (ESiB) have suffered wanton vandalism to their Wood St boxed planters.

Noted and received with 'action-on' by the Town Clerk to request from the Beat Team possible attention to Wood St on a Sunday evening and likewise the HBBC CCTV be checked for the last few Sunday evenings.

21/082 *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. Thurs 02 Sep 21 – HBBC Parish & Town Council Forum by Zoom.

No report available at this time.

b. ES Camera Club Atkins Building Exhibition 2021.

Cllrs Ladkin and B Granger reported to Members that they found the exhibition to be of an excellent and high standard. 'Club members were most welcoming to Cllrs and have made sure that the Town Council financial support is given full credit.

Noted and received.

c. Late/other relevant items. None.

21/083 *To invite/nominate member representatives to attend meetings/events that are not Town Council initiated including remote and late relevant invitations too.*

a. Sat 18 Sep 21 – LRALC AGM 9.30 a.m. to 1.00 p.m.

Cllrs R Allen, as ESTC Chairman and formally resolved voting member, will attend this meeting as the Town Council remain long standing members of the County Association. Members were again reminded that the afternoon 'Liaison Event' has been cancelled.

Noted and received.

b. Late relevant items. None.



- 21/084** *To receive minutes, draft minutes (07 Sep 21) 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 draft minutes of the 07 Sep 21 meeting were **noted and received** by Full Council.

The Cttee Chairman briefed Members regarding points in the draft Cttee minutes in particular:

- Maple Way Park – unserviceable play equipment in the enclosed toddler play area.
- ES Town Cricket Club – vandalism to their wooden fence boundary with Wood St Park. Ideas for financial support and prevention of ASB were discussed and considered.
- Tree works possibly required at Mill Lane Cemetery.
- The issue of 'sharps' needles found in ESTC parks after working hours. Full Council was briefed that the only practical cost effective remedy is for signage to direct residents to call the Office and leave a message on the answerphone.
- Tree works on the Wood St Park boundary with the Bowls Club trackway drive.
- Tree (lime trees) works possibly required at QEII The Hall Field Park.

Noted and received.

- 21/085** *To receive a written, (draft minutes of the 07 Sep 21 meeting), and or verbal report from the Chairman of the Events Cttee regarding recent meetings updates concerning 2021 events.*

The draft minutes of the 07 Sep 21 meeting were **noted and received** by Full Council.

Also:

- a. *Town Show Sat 21 Aug 21 – verbal post event report.*
- b. *Picnic in the Park Sun 12 Sep 21 – verbal post event report.*

Cllr M Leman read out a short statement on behalf of Cttee Chairman Cllr Ms D Almey. Cllr Almey's note was full of praise for how well both the above events were supported and received by residents. The Staff, Cllrs and volunteers who put together these 2 recent events should be thanked and congratulated for a job willingly well done. Special mention is made for the contribution of Office Assistant Miss Anne Dowell for all her work on this year's events to date.

Noted and received.

- c. *Other/late relevant items. None.*

- 21/086** *Correspondence received including relevant late items received.*

- a. *Written request from the Landlord of the Lord Nelson Public House.*

The request relates to a potential planning application that should be made to HBBC as the local planning authority for such matters. ESTC will broach the Landlord's issues at the next Town Team Working Group (HBBC & ESTC) meeting on 15 Sep 21.

Noted and received.

b. Geo-Sense Wi-fi 'footfall' Report August 2021.

Statistics for this currently 'no charge' to ESTC service were discussed and judged worthwhile.

Noted and received.

c. Survey – National Highways & Transport: Public Satisfaction.

Cllr R Allen will be the Town Council's requested singleton responder to this County Council survey invitation. Cllr Allen will be happy to take on board any other points of view for inclusion in the ESTC consolidated response.

Noted and received.

21/087 To receive the Town Clerk's Finance Report including late relevant items.

a. External Audit Financial Year End 31 Mar 21 – satisfactory report and public notices.

The Town Clerk, as Responsible Financial Officer (RFO) to Council reported that, despite the external auditor losing the original AGAR submission with associated difficulties; the AGAR was passed as 'satisfactory' without caveat in a timely manner. The formal Notices of Conclusion of Audit for the financial year have been published as legally required both on public noticeboards and the ESTC website.

Noted and received.

b. General Insurance 2020/21 low claims rebate £198.21 due.

Rebates on premiums will always be welcome.

Noted and received.

c. RBS monthly accounts for Chairman's signature to be approved to confirm as a true record, the Town Council's financial position as at:

- i) 31 Jul 21 and*
- ii) 31 Aug 21 if completed in time.*

Resolved: that the accounts for the months of July and August 2021 are a true record of the status of the ESTC finances at those month ends. The ESTC Chairman by this resolution is permitted to sign-off the account bank reconciliations for these months.

21/088 To receive the Town Clerk's general report including relevant late items received since this agenda was published.

a. Station Rd Golden Jubilee bench – LCC street furniture licence approved.

The good news is that the bench is now formally LCC 'approved', a licence will be issued and no fee (usually £75) will be charged to ESTC.

Noted and received.

b. Late relevant items – Reported vandalism to QEII The Hall Field Park lamppost flower hanging baskets.

On site evidence at Picnic in the Park on Sunday 12 Sep 21 did not reveal any serious damage to the flower baskets but cllrs and staff are now alerted to potential ASB.

Noted and received.



21/089 *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 Chairman highlighted some uncontroversial points from the preceding Cttee meeting of 13 Sep 21 as follows:

a. 21/00917/HOU – 17, Norman Dagley Cl – 2 storey & single storey rear extns.
Resolved: no material Consultee comments however HBBC Officer comments about 'conditions' to the provision for swift bird and bat habitats are supported by ESTC. Additionally, the proposed roof lines and angles should be checked so as not to improperly overbear on neighbouring dwellings.

b. 21/00802/FUL – 52, Land Society Ln – retrospective appn to run a hairdressing business.

Resolved: no material Consultee comments however ESTC will comment that business hours should be formalised in any approval. For example:

- Mon to Fri business hours should not extend beyond 7.00 p.m.
- Sat hours be only between 9.00 a.m. and 1.00 p.m.
- No business on Sun and public holidays.

c. 21/00996/FUL - 91, High St – change of use: business to private dwelling.

Resolved: no material Consultee comments.

d. 21/01027/HOU – Ferrilata Ho, Breach Ln – single storey front & rear extns

Resolved no material Consultee comments.

e. 21/0000934/HOU – 26, Balmoral Rd – extns various – application withdrawn.

Noted and received.

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

i) 21/00860/FUL – No1 Nock Verges – erect 1x 4 bed detached dwelling.

Resolved: to OBJECT to this appn on the basis that it is poorly set out casting doubt on its veracity and completeness. In particular, the issue of land contamination regarding previous, (and current use?) as a motor vehicle breakers yard has not been addressed in any way. ESTC agree with HBBC officer comments that chime with that of the Town Council. Plans for the dwelling appear to be plagiarised from a totally unrelated application.

Applications etc noted and received

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.



[Handwritten signature]
Town Clerk

21/090 *Planning and Town Team Working Group (TTWGp) matters which should be heard in private session:*

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 – leases update.*

Members were informed that despite the ESTC Solicitor, Chairman and Town Clerk signing the respective back to back leases, deeds and service level agreements in the middle of August there has been no evidence of reciprocal signing notifications from the either the Borough or County Councils. The Town Clerk was given leave by members to contact the County Council legal officer to ascertain the latest situation with regard to finalising the agreed leases etc.

Noted and received.

b. *Late relevant confidential items received since this agenda was set:*

i) *Earl Shilton Sustainable Urban Extension (ES-SUE) – Consortium revised ‘heads of terms’ (HoTs).*

On the afternoon prior to this meeting, via ESTC’s Solicitor, the Town Clerk received the draft *Option Agreement (HoTs)* from the Solicitor acting for the ES-SUE developer consortium. The latest HoTs are, ignoring niggling mistakes of nomenclature and address details, significantly disappointing not least because the purchase price of Town Council land to build an access road is £45k below the 2014 offer by the same consortium.

Resolved: that, as soon as convenient, the latest draft Option Agreement will be thoroughly reviewed by the ESTC Finance & Policy Working Party to recommend to Full Council a formal response via ESTC’s Solicitor.

21/091 *Staffing Cttee issues including:*

a. *Long term staff sick absence update.*

REDACTED *[Handwritten signature]*

Noted and received.

b. *Recruiting update – Head of Groundcare.*

The newly appointed Head of Groundcare started work on 01 Sep 21 REDACTED *[Handwritten signature]*
REDACTED *[Handwritten signature]* Transitional staffing

arrangements will be as follows:

- The part time (2 days per week) FTC Groundcare Operative will continue in post until the end of Oct 21, i.e. the natural end of the growing season.
- The full time rolling one month FTC Groundcare Operative will continue to substitute for the long term sick Operative.
- The large park mowing contractor will continue this ad hoc agreement until the end of Oct 21.

Noted and received.

[Handwritten signature]

c. *Legacy legal matters updates including – date set for the Employment Appeals Tribunal (EAT) Rule (3) 10 final hearing date set and other details.*

The Chairman of Council, as invited by ESTC's Insurer's Solicitor, will attend the final EAT hearing in London on Thurs 04 Nov 21.

Noted and received.

d. *Relevant late items received since this agenda was published. None.*

21/092 *To discuss the use of local hotels to accommodate refugees and or asylum seekers.*

The Chairman briefed Members that a centrally located hotel in the Town is in detailed negotiations with the Home Office to house asylum seekers/ ~~REDACTED~~ in the very near future for an unspecified period.

For the avoidance of doubt, the potential residents are not recently displaced Afghan refugees but single young men.

The density of occupation could be as much as 3 persons per room or even 4 per room with resulting overall approximate numbers ranging from 70 to 100.

~~REDACTED~~ *gjc*

Now that the local MP, County and Borough Cllrs are aware of this proposal ESTC Members will be kept informed accordingly because of natural concerns that come to mind.

Noted and received.

Last Item.

The Chairman closed the meeting in good order at 9.36 p.m. thanking members for their attendance and contributions.

