

EARL SHILTON TOWN COUNCIL

**MINUTES of the FULL COUNCIL MEETING**

Held at 7:30 p.m. on

**Monday 11 October 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, C Ladkin\*, M Leman 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.

- 21/093** *Chairman's welcome, opening remarks and reflection on the recent death of former Town Council Chairman and Town Mayor; Cllr Mrs Christine M Coe.*

The Chairman spoke generously about how grateful we should all be for the ever positive and active contribution Cllr Coe made to the lives of residents of Earl Shilton. Cllr Allen then called all those present to reflect on the sad loss of Chris Coe to her family, friends, the Town and the Town Council during a minutes silence.

***Noted and received.***

- 21/094** *To receive apologies for Town Cllr Member absence.*

Cllrs Ms D Almey, A Darker and R Hills 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.***

- 21/095** *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** - non-pecuniary: 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.***

**Cllrs Mrs C Allen and R Allen** – non-pecuniary regarding planning applications referred to that are scheduled to go before the Borough Council Planning Cttee meetings in the near future. These Borough Cllrs are members of the HBBC Planning Cttee who do not wish to fetter their discretion by pre-determining the applications in question.

**Resolved: to allow Cllrs Allen to remain in the meeting room but not to put forward an opinion on the specifics of an application or vote on such.**

**21/096** To receive and approve as a true record the minutes of the Full Council meeting held on 13 September 2021.

**Resolved: to accept as a true record of the Full Council meeting of 13 September 2021; the minutes tabled for the Chairman's signature and already distributed in draft to members with their agenda packs.**

**21/097** 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.**

**21/098** That, ESTC considers brought forward from last month's meeting commissioning on repayment a 'governance review' of the Town Council by officers of Leics & Rutland Assn of Local Councils (LRALC) at a cost of £1,900.

After a month to consider the documentation supplied by LRALC's CE including a fee quotation a motion put forward was decided.

**Resolved: Members will order from LRALC a Governance Review service at a cost of £1,900.**

Informally after the motion was resolved, Members acknowledged to the Town Clerk that the Office Staff move to the Library Office and conjoint opening of the Library Public Toilet is the Town Clerk's 1<sup>st</sup> priority and main effort.

**21/099** To note and receive any reports from County and Borough Cllrs.

County & Borough Cllr R Allen:

- Station Rd residents confirmed traffic calming as their priority and have indicated their preference for a chicane system.
- Highway gutters and gullies – County Highways operatives have started weed spraying to remedy weed growth. Currently there is no cost-effective weed killer spray that is not in some way harmful to flora and fauna.
- Funding Issues. The annual budget for LCC is currently approximately £700m however County may soon receive a £200m boost in *levelling up* funding from central government. The £200m is not related to the Unitary Authority debate or design.



Borough Cllrs, C Allen & C Ladkin:

Borough Cllrs have reviewed as required by law, the local policy on the licensing and governance of gambling establishments within the Borough boundary.

- Planning application processing and Planning consents and conditions 'enforcement'. The HBBC service is still currently experiencing long term gapped posts and likely poor retention rates of staff even at the senior level with apparently no clear remedy in sight.
- Financial issues. ES Borough Cllrs report that they believe the finances of HBBC are under stress.

**Reports noted and received with thanks.**

**21/100** *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:
  - Beat Team surgeries will resume on the last Tues every month outside the Wood St Methodist Church starting 10.00 a.m. and ending at 12.00 noon.
  - The Chairman commended the local police action as part of a wider 'Force action against 'County Lines' drug trafficking in the region.
- b. Other/late relevant items.
  - Mill Lane parking outside the Primary School. After reports of parking disruption to the Highway the Beat Team are set to implement a concerted presence on Mill Lane to obviate any disruptive parking issues.

**Noted and received with thanks as ever.**

**21/101** *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. *Sat 18 Sep 21 – Leics & Rutland Assn of Local Councils (LRALC) - AGM.* The Chairman attended this meeting, (as formal voting member), on behalf of the Town Council. Such meetings are still constrained by Pandemic safety measures so the agenda was limited to essential business such as the election of LRALC appointee officers which was completed plus the briefing and discussion about income streams for LRALC as a 'Limited' entity.
- b. *Late/other relevant items. None.*

**Noted and received.**

**21/102** *To invite/nominate member representatives to attend meetings/events that are not Town Council initiated including remote and late relevant invitations too. None.*

**21/103** *To receive minutes, draft minutes (05 Oct 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 05 Oct 21 meeting were **noted and received** by Full Council.

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

- The annual John Barker Funfair will take place on Wood St Park in mid-October.
- The need for QEII The Hall Field Park refurbishment works to a soft play surface.
- Background to a request to extend the contract for the part time Outdoor Team operative until 30 Nov 21.
- A cost neutral installation of a defibrillator inside the Weaver Springs Park Pavilion primarily for use when football teams are playing. Ongoing minimal electricity supply will be paid for by ESTC through the usual billing process.
- Maple Way Park wear and tear play equipment repairs and possible grant monies to replace an installation as a whole plus repair costs for vandalism damage to a separate piece of play equipment.
- Mill Lane Cemetery tree 'spend to save' works which will result in further consideration of future ESTC tree planting strategy plans.
- QEII The Hall Field Park - professional lime tree column pollarding taking into account TPO considerations.

**Noted and received.**

- 21/104 *To receive a written, (no 05 Oct 21 meeting), and or verbal report from a Member of the Events Cttee regarding recent actual events and plans for future ones.*

The Office Assistant who clerks the Events Sub-Cttee meetings submitted a very helpful written memorandum of recent and future events; the latter including:

- 14 Nov 21 Remembrance Sunday at the Wood St War Memorial.
- 26 Nov 21 Christmas Lights *Switch-on* with a wide range of Family entertainments.

**Noted and received with thanks.**

The Chairman reported to Members that he was embarked on a project to detail the names on the men listed on the Town War Memorial.

**Noted and received.**

- 21/105 *Correspondence received including relevant late items received.*

Sat 30 Oct 21 – Hinckley Model Railway Show – an open invitation and residents.

**Noted and received** (and already publicised by staff to residents).

- 21/106 To receive the Town Clerk's Finance Report including late relevant items.

- a. *BT windfall refund of overcharging since 2013 - £5,322.54 net of VAT.*

*The documentation for this simple and astonishing windfall receipt was tabled to Members in their hard copy agenda packs.*

**Noted and received.**

- b. *Appointment of an Internal Auditor (IA) for the current financial year 2021/22.*



For reasons of independence, quality of work, year on year consistency and a value for money service, the following motion was passed.

**Resolved: to offer to Ms K Clarke the retainer for this year's mandatory Internal Audit service to ESTC.**

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 30 Sep 21.

**Resolved: that the accounts for the month of September 2021 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 account bank (RBS Cashbook) reconciliations for these months.**

d. VAT 'section 33' refund claim to HMRC period 01 Apr to 30 Sep 21.

The Town Clerk informed Members that the half-year claim has been made for the sum of £8,556.45.

**Noted and received.**

**21/107** To receive the Town Clerk's general report including relevant late items received since this agenda was published. **None.**

**21/108** 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 non-private session points from the preceding Cttee meeting of 11 Oct 21 as follows:

a. 21/00860/FUL – 1, Nock Verges – 1x detached dwelling – LCC Consultee comment.

Cttee Members read with interest and welcomed the criticism that this application has significant shortcomings that need to be addressed.

**Noted and received.**

b. CU0481 - Reg 16 Consultation from HBBC re:- Barlestone Neighbourhood Plan.

Cttee Members are content not to make any representation points to HBBC.

**Noted and received.**

c. 21/01006/FUL – ES Town Cricket Club – erection of perimeter nets and fencing.

Cttee Members, bearing in mind the minutes of the latest LPCOS Cttee meeting (05 Oct 21), were content with the application as it stands.

**Resolved: no material Consultee comments.**



d. 21/01051/FUL – 27, Oaklands Dve – Part use of dwelling for child minding.

Cttee Members agreed with the comments made by the HBBC Planning Officer about a potential noise nuisance, (HBBC Planning Policy DM10 may apply). There may also be potential issues regarding parking and pick up and drop off at certain a.m. and p.m. time frames. Additionally, a question was raised as to the adequacy of the premises for the number of children to be catered for, i.e. is the space big enough?

**Resolved: to Consultee comment not amounting to an objection.**

e. 21/01099/HOU – 3 Borrowdale Cl – Extns: 2 storey & sngl storey front, sngl at rear.

Committee Members discussed this and made 2 points for comment. Firstly, there is no evidence of a 'single storey rear extension' as detailed in the latest portal document – see HBBC covering letter dated 30 Sep 21 'Description' – was it only part of the superseded plan? Secondly, ESTC members question whether or not in terms of size and compatibility with the street scene; are the combination front extensions permitted development?

**Resolved: to Consultee comment not amounting to an objection.**

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

(i) 21/01120/HOU – 22 Elmdale Rd., - 2x rear extensions.

**Resolved: no material Consultee comments.**

(ii) 21/00169/CONDIT – Leicester Rd. (new) Crematorium internal site changes and similar.

**Resolved: no material Consultee comments.**

(iii) 21/00607/FUL – Land West of (off) Breach Ln., 9x new detached dwellings.

Cttee Members debated this application at length, particularly its 2 previous iterations, by the land owner. Members at this meeting were content that Earl Shilton Borough Cllrs will, having not fettered their discretion by any pre-determination; be able to consider the application at the HBBC Planning Cttee meeting on the evening of Tues 19 Oct 21.

**Resolved: no material Consultee comments however the following is requested of ESTC Planning Cttee members:**

- Cllr A Darker is asked to consider attending the HBBC site meeting at 10.30 a.m. on 19 Oct 21 as ESTC official observer as invited by HBBC. Also to attend the HBBC Planning Cttee Meeting at 6.30 p.m. that same evening as an observer.
- Cllr I Faver is asked to consider attending the HBBC Planning Cttee Meeting at 6.30 p.m. Tues 19 Oct 21 as an observer.

(ESTC Members will not request a HBBC public speaking protocol for this item.)

**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.**



21/109 *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 finalised update and outline plan and costs for Office move.*

Point of Order: Cllrs B & Mrs G Granger leave the meeting at 08.55 p.m. during this item.

The Town Clerk reported to Members that: following the sanctioned signing by the Chairman and Town Clerk of back to back leases, a deed and a service level agreement with LCC and HBBC; both County and Borough Councils have reciprocated in signing off the same documents. This now makes the way clear for the Town Clerk to start detailed planning for the Office move and the opening of the integral Public Toilet. Members were reminded of the likely costs attributable to the Earmarked Reserve that will be commensurate with the planned move. The Town Clerk requested from Members renewed express permission to commence the detailed planning and incur costs using a combination of bespoke services and the 3 tender process.

**Resolved: the Town Clerk is to draw up costed plans and tenders for the Office move and Public Toilet opening.**

b. *TTWGp Meeting Notes – 15 Sep 21.*

The Chairman briefed Members point by point through these confidential notes some of which are very positive and some that remain lacking in progress.

**Noted and received.**

c. *Hinckley National Rail Freight Interchange (HNRFI) – action group ‘closed’ meeting with 2 local MPs 07 Oct 21. Report from Cllr attendance.*

Cllr M Lemman represented the Town Council at this very well attended meeting. The main thrust of the meeting was that the MPs suggested that the action group of local councils should commission an independent professional holistic report that will reveal the true nature, consequences and fault lines in the HNRFI proposal. With such a report the MPs will then take up cudgels on behalf of all residents using ‘our’ report to debunk the developer’s case and to convince central government and their agencies that it is not in any public interest short medium or long term to ‘warehouse’ the Leicestershire countryside.

**Resolved: to agree in principle to jointly commission and proportionally fund an independent professional HNRFI report.**

d. *HBBC Wood St Car Park – siting of the ESTC Shipping Container in relation to a potential entertainment stage.*

Members of the Full Council, the LPCOS Cttee and the Town Clerk as Line Manager for the Groundcare Team have discussed the matter of the wishes and suggestions of the owner/Landlord of the Lord Nelson Public House, Earl Shilton.



In short:

- The land is owned by HBBC who are the local planning authority (LPA) too.
- The request for a truck based entertainment stage is a decision for the LPA and ESTC Members are not prepared to be predetermined on any formal planning application that may come forward from the Lord Nelson owners.
- The question of the ESTC Groundcare Shipping Container, Members deem is a separate issue unrelated to that of any truck based stage. Additionally, moving the Container would be nugatory as it is best situated as dictated by HBBC to facilitate the Container itself and keep the maximum number of car park spaces available for residents and visitors to the Town which is the primary purpose of the HBBC car park. ESTC will only be able to remove the Shipping Container when Town Council is able to secure a suitable bespoke permanent home for their Groundcare Team.

**Resolved: that the Town Clerk writes to the owner/Landlord of the Lord Nelson Public House to inform him of the deliberations of the Town Council and to suggest he makes a formal application to the LPA which will give him a formal and definitive answer to his actual request.**

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

**21/110** Staffing Cttee issues including relevant late items received since this agenda was published.

Following on from the report from the LPCOS Cttee Chairman regarding the suggested need for a short extension to the Fixed Term Contract (FTC) of the part time Groundcare Operative; the following motion was decided by Members.

**Resolved: to extend REDACTED ; current FTC until 30 Nov 21.**

**21/111** Home Office decision not to use a local hotel to accommodate refugees and or asylum seekers.

Member hard copy agenda packs included written confirmation that the Home Office will not be using the proposed hotel or any other accommodation in Earl Shilton for such a purpose soon, or in the foreseeable future.

**Noted and received.**

**Last Item.**

The Chairman closed the meeting in good order at 9.33 p.m. thanking members for their attendance and contributions.

