



You are summoned to attend the meeting of the Newtown Linford Parish Council Meeting in the Village Hall (side entrance) on Monday 24th February 2020 at 7.15 p.m. at which your attendance is required.

Signed by the Clerk *Hannah Shaw*

The Chairman wishes to observe one minute's silence in remembrance of Janet Neaverson, who sadly passed away this month.

1. **Record of attendance.**
2. **Apologies for absence:**

Borough Councillor David Snartt
3. **Confirm and sign minutes of the January Meeting.**
4. **Declaration of Parish Councillors' personal and/or prejudicial interests on agenda items.**
5. **Police matters and Neighbourhood Watch reports.**
 - Beat surgery planned for:
Monday 16th March 14:00-15:00
 - Clerk to update on NHW issues
6. **Report by County Councillor Deborah Taylor.**
7. **Report by Borough Councillor David Snartt.**
8. **Village Governance and Residents.**
 - Issue of HGVs accessing village during the night via Bradgate Road, causing disruption to residents. 7.5 tonne restriction in place.
Clerk to update Councillors on findings and advice received from LCC Highways.
 - Flood Warden Recruitment - Three residents have volunteered as Community Flood Wardens and will attend training on 26/03/20. They are Scott Raynor, Graham Capewell and David Rigg.
 - Christmas Lights - Some residents have expressed a desire to have Christmas lights throughout the Village. Clerk has discussed with other Parish Councils and the cost is not viable for Newtown Linford. However, Plantscape offer affordable Solar powered Christmas Trees for Councillors consideration (see **Schedule One**).
 - Flooding update received from County Councillor, Deborah Taylor (see **Schedule Two**).

- Flooding – Further flooding experienced on 16/02/20. Clerk issued flood defences to the following properties:-

130 Main Street (Garage flooded)
 94 Main Street (water inches from rear of property)
 Pear Tree Cottage, Main Street (water up to rear of property)
 The Park Deli and Kitchen (Kitchen and rear of property flooded)

Clerk reports issues were due to surface run off. The river levels were high (highest 2.23m at 7am) but remained contained. On hearsay, the Cricket Club Clubhouse also suffered flooding throughout and storm damage to roof.

9. Planning: Buildings and Tree Issues – report by Tree Warden if in attendance.

- **Decisions**

P/19/1081/2 - Birchwood, Benscliffe Road - Grant Conditionally 24/01/20 (Raising of roof, application of timber cladding and installation of 7x dormer extensions with 6 juliet balconies to dwelling).

- **Appeals**

P/19/1799/2 - 420 Bradgate Road – Appeal Lodged 20/01/20 (Roof extensions and fenestration alterations to dwelling to create first floor accommodation. Revised scheme - P/19/0948/2 refers).

- **Comments submitted through Planning Explorer**

P/19/2590/2 – Gracelands, 380 Bradgate Road – Erection of two dwellings (one replacement dwelling and one new dwelling) – No Objections 23/01/20.

- **Discuss**

P/20/0191/2 - Creation of 2 x wildlife/amentiy ponds, Sandhills Lodge Farm, Markfield Lane 14/02/20 – Ratify No Objections

P/20/0278/2 – 43 Markfield Lane - Erection of two storey side and single storey rear extensions to dwelling.

P/20/0254/2 – 438 Bradgate Road - Erection of single storey extension to side/rear of dwelling.

P/19/2610/2 – 23 Grey Crescent - Erection of two storey extension to side and single storey extension to rear of dwelling.

P/19/2119/2 - Erection of 7 x bungalows and 1 x replacement dwelling at 532 Bradgate Road (Lady Jane Mobile Home Park) – In response to query raised at the previous meeting, the Chairman confirms that the access road is 5m wide, which is enough for two cars to pass and as such, satisfies highways requirements.

- **Trees**

P/20/0270/2 – 5 Grey Crescent – Cherry Tree, Crown reduction by 50% 12/02/20

10. Bob Bown Memorial Field.

Replacement Springer – HAGS quote did not include installation and charges were not viable. Clerk liaising with Bob Bown Lead Councillors in sourcing an alternative supplier to include installations and future inspections. There are no future open orders for inspections.

On-site meeting held with G.M. Services (Thurmaston) 14/02/20. Also in contact with Wicksteed and Red Monkey (Wigston). Other Parish Councils have also made recommendations via the LRALC Round Robin update. Clerk to follow up.

11. Village Magazine.

12. Parish Council Website/Facebook Page.

- No issues to report.
- 7 new Facebook group members during December.

13. Village Hall.

- SHIRE Environment Grant open for applications until 28/02/20. Clerk has sent details to Village Hall Committee with replacement windows in mind 21/01/20.

14. Highways, footpaths, street furniture, traffic, transport.

- Bus Service 125 – Revised new timetable effective from 24/02/20 – Republished on PC Website.
- Clerk compiling full inventory of Parish including all Parish Council owned assets on Highways Land and will apply for necessary licences, currently free of charge until 31/03/20.
- Suggestion of ‘No Vehicles Except for Access’ signs from resident of Bracken Hill. Query raised with Fiona Blockley at LCC 27/01/20. Response to resident received 12/02/20 (see **Schedule Three**).
- Plantscape quote for Hanging Baskets 2020 received (see **Schedule Four**).
- Request for Dog Waste Bins received for Main Street and Ulverscroft Lane.

Main Street – Reported by resident at 15 Main Street. Residents are having issues with dog walkers accessing Tyburn Hill via the footpath and disposing of dog waste in personal bins. Clerk has also noticed an increase in dog excrement on pavement opposite. - In progress CBC 31/01/20

Ulverscroft Lane – Reported by a resident at Mill House (16) Ulverscroft Lane. Dog walkers are leaving waste bags hung on hedge or in vegetation. Resident maintains footpath of own accord and thought signage or a bin would help resolve the problem - Granted CBC 14/02/20

15. Churchyard and cemetery.

- Work to replace exit gate post at Cemetery now complete 31/01/20

- Donation of 2 x trees received from resident for Cemetery, now planted by Brain Anderson 31/01/20.
- Woodland Trust Tree Saplings - arriving by 13th March 2020. Date to be confirmed for tree planting.

16. Reports on Meetings and Trainings by Clerk and Councillors.

- Meeting held between Staffing Committee, Clerk and RFO to organise handover of RFO role/finances 30/01/20 (see **Schedule Five**).
- Clerk to attend Clerks 3 training 27/02/19.
- Councillor Rob Haylock to attend The Groby Quarry Liaison Meeting 18/03/20.

17. Correspondence.

- Armed Forces Covenant - Email received 03/02/20 (see **Schedule Six**)
- Keep Britain Tidy - Email received 12/02/20 (see **Schedule Seven**)
- CBC - Email received re Charnwood Design Supplementary Planning Document Adoption 27/01/20 (see **Schedule Eight**)

18. Items of interest or for future meetings.

19. Finance.

- ENTRUST - Landfill Communities Fund. Clerk and RFO request to leave scheme. It is assumed initial registration was due to previous funding granted. Currently required to complete an Annual (NIL) Return.
- **Authorisation for payment of invoices: -**

TT	EE broadband January PAMc	48.00
TT	BT Broadband January HS	48.64
TT	Clerk salary February HS	619.25
TT	RFO/Reg for burials salary February PAMc	445.20
TT	SC Maintenance invoice 5 of 6	1650.00
TT	CPRE	50.00
TT	Goscote Nursery - trees to be reimbursed by donors	124.60
DD	Public works loan	2468.06
TT	Cooks for wire	14.00
TT	PAMc petrol	5.94
TT	Malcolm Brewin erection and removal of xmas tree	324.00
TT	Steve Lee -new gate post at cemetery	260.00

Bank Balances	Reserve @ 18.02.20	10,407.73
	Business @ 18.02.20	42,670.76
		53,078.49
	<u>This includes VAT reimbursement to 31st Jan 2020</u>	<u>3,456.13</u>

20. Dates of next two Parish Council Meetings:-

- Monday 30th March 2020 7.15pm
- Monday 4th May 2020 7.15pm – Annual Meeting

Schedule One

Dear Hannah

Thank you for your enquiry regarding our brilliant Solar Powered Christmas Trees.

Our environmentally friendly Solar Powered Christmas Trees are a perfect solution for your Christmas Display. Free from the need of cabling, they are ideal for providing a stunning Christmas display without the complications and difficulty of arranging a power supply. They are also ideal to extend your existing Christmas display to a retail parks, shopping areas, car parks or side road that is not connected to the mains. A quick and easy way to add a festive display to any area. Our unique Solar Powered Christmas Trees **save** time and money.

These ingenious Christmas Trees come with their own in-built timer so that they can be programmed to switch on and off. There are no cumbersome and dangerous wires and no unwanted electric bills. Please see the attached specification sheets for sizes, weights and windage.

Available on a rental basis, we will programme the Christmas Trees, install them and then remove them after the Christmas Period.

These Christmas Trees can fit around lampposts or hang from the hanging basket brackets you already use for your floral displays.

Want to see our Solar Powered Trees in action please go to <https://youtu.be/wQC7GMgjwIY> or https://youtu.be/z0f3AgBj_bE

RENTAL PRICES

Our prices now start from:

Lamp Post Christmas Tree: Half trees are usually rented at £98.00 per half, including the bracket. Each column can have 1 or 2 halves.

Or

Hanging Christmas Tree: Price £78.00 each.

The Hanging Christmas Tree can be hung from any summers Hanging Basket Brackets.

Prices are ex VAT and the order would require a one-off charge for delivery and collection of around £75.00 depending on quantities

Our Solar Powered Christmas trees are very popular, and we have only a limited number available.

Please call me if you have any questions. I can forward a more accurate quotation on receipt of the quantities and styles required

Kind regards, Alan - **Alan McGregor** - Sales Executive for Central and Southern England and Wales

Light up your town... ...with Plantscape's famous solar-powered Christmas trees



Lamp post installation

We know it seems early in the year but we are already getting a lot of orders for our new famous Solar Powered Christmas trees. We need to make sure that everyone nationally who wants to go green this Christmas gets the opportunity to do so. All you need are brackets that have been load tested and we will take care of the rest.

Benefits

- Solar powered - comes complete with battery pack, making them completely self-sufficient and removing any need for wiring or electrical certification
- All component parts are made from recyclable materials
- Fit onto our standard H&K brackets - no drilling required
- Weight is the same as standard hanging basket
- No cutting down Christmas Trees
- No electricity bills or storage costs



Hanging bracket installation

Everyone loves Christmas decorations, they bring festive cheer to almost any location and this year Plantscape Ltd is spreading light to even more places - with the UK's first hanging solar powered tree.

Benefits

- Fits any sturdy hanging basket bracket
- 10 twinkling LED lights
- Adorned over parks
- In-built timer
- Completely self-sufficient - no wiring or electricity bills
- All component parts made from recyclable materials
- Saves time and money
- Charges even in ambient winter conditions

Available on a rental only basis, our costs include installation, collection and storage at the end of the season

plantscape
perfect plants in public places

For more information call our sales team on:
T: 0330 555 0121

TCL House, 7 Outrams Wharf, Little Eaton, Derbyshire DE21 5EL
T: 0330 555 0121 E: info@plantscape.co.uk www.plantscape.co.uk

part of
tcl group

Schedule Two

Dear Hannah,

Both myself and David Snartt had a meeting with the Environment Agency on Friday 24th January to discuss the River Lin.

We showed them all the reports and photos that you had sent me and discussed the various areas of Newtown Linford that suffer from flooding.

The EA do not consider that any work needs to be carried out on the River Lin and they are satisfied that there is no major build-up of silt or big blockages in the river.

We discussed some pinch points and they advised that to alter the width of the river would need planning permission, all land owners to agree and undertake a survey to show that any work they complete will not affecting flooding in any other part of the river. It sounded like a very expensive process with not much to be gained. They consider that the flooding experienced was due to saturation of the ground prior to the heavy rain and therefore it was surface water that caused many of the issues.

Their overall advice was to make sure all drains and culverts are clear. I think they all are but I did receive your email about a blockage on Markfield Lane that you have reported.

They also talked to us about Property Protection. This enables home owners to seal their properties to prevent flood water entering their homes. I have included all the links below sent to me by the EA. Please share to residents who may be interested. The cost advised to us was roughly £1,000 for an average sized home. There are grants usually available to assist home owners but the EA advised that there are no grants available in Leicestershire at the moment.

Kind Regards,

Deborah

County Councillor for Bradgate Divison

Support Cabinet Member for Children and Family Service

From: Abusin, Ali <ali.abusin@environment-agency.gov.uk>

Sent: 27 January 2020 16:06

To: Mrs. D. Taylor <Deborah.Taylor@leics.gov.uk>

Cc: Jesson, Toby <toby.jesson@environment-agency.gov.uk>

Subject: Property Level Protection Products & Services

Hello Deborah,

Further to our meeting on Friday regarding the Property Level Protection products & services, please see below the links to the Environment Agency & the National Flood Forum websites which provide information about preparing for flooding and available flood protection products and services:

<https://www.gov.uk/prepare-for-flooding/future-flooding>

<https://nationalfloodforum.org.uk/about-flooding/reducing-your-risk/property-protection-advisor/>

<http://bluepages.org.uk/protecting-my-property/>

Kind regards, **Ali Abusin**

FCRM Officer, Asset Performance South_Leicestershire

Environment Agency | Rothley Office & Depot | 56 Town Green Street| Rothely | LE7 7NW

Schedule Three

Dear *****

Thank you for your email with regards to Bracken Hill please accept my apologies with regards to the delay in responding.

Further to our previous responses regarding the signing for Bracken Hill.

Bracken Hill is clearly signed as a no through road on both of the street name signs and there is no waiting at any time restrictions (double yellow lines) in place along its full length to prevent parking. A 'prohibition of vehicles except for access' sign to prevent vehicles accessing the road would need a traffic regulation order and once in place would only be enforceable by the police. Leicestershire County Council has no powers to enforce prohibition of driving offences nor is it in a position to influence where the police direct their limited enforcement resources. Such a restriction is therefore unlikely to be supported by the Police or have little effect. As this is not regarded as a highway safety issue, the County Council would not look to fund such a scheme. The highway is for public use, regardless of the intention.

However, if the residents want to fund the implementation of a 'prohibition of vehicles except for access' traffic regulation order then this is something the County Council could process at a cost of £7,500. Although, it must be noted that, as emphasised and indicated above, this restriction is unlikely to be regularly enforced by the Police nor have the effect as residents might expect.

Alternatively the residents do have an option of applying to have the highway rights extinguished on Bracken Hill, so it becomes a private road. However, there may be complications with statutory undertaker apparatus and private access rights. If this is something that residents wished to explore it is recommended that they engage with a solicitor from the outset to fully understand the implications.

For further information on this a guidance document is available on the website:

<https://www.leicestershire.gov.uk/roads-and-travel/local-authority-searches/highway-extinguishments>

I trust the above provides the clarification required for the residents to make an informed decision on which route they wish to peruse.

Kind regards

Fiona Blockley (nee Thomson)
Traffic and Signals Team Manager

Schedule Four

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part of
tcl group

Plantscape Ltd
TCL House, 7 Outrams Wharf,
Little Eaton, Derbyshire DE21 5EL

t: 0330 555 0121
www.plantscapeuk.com

Registered in England
and Wales 04276186
VAT No 716340456

QUOTATION

To: -

Hannah Shaw
Newtown Linford Parish Council
248 Markfield Rd
Groby
LEICESTER
Leicestershire
LE6 0TS

Quotation No.: -
AM200203-
NEWTOWNLIN-
summer

Date: 03/02/2020

Dear Hannah

We thank you for your enquiry and have pleasure in advising prices as follows: -

Qty	Part No.	Description	Price	Total
1	PFT2-BP	Flower Tower 2 Tier Black Planted	£169.00	£169.00
6	PHP26-BCP	Holestar Planter 670mm Black Contractor Planted	£32.50	£195.00
1	MAINTENANCE	Maintenance Of Plants and Planters Summer 2020	£330.00	£330.00
1		Planted in a Bright Mix of colours	£.00	£.00
			Sub Total	£694.00
			VAT @ 20.0%	£138.80
			TOTAL	£832.80

Subject to Plantscape Terms and Conditions of Business

Plantscape,
info@plantscapeuk.com www.plantscapeuk.com
t. 0330 555 0121 Option 4

Schedule Five

Summary of meeting 30/1/20

Those present: - Hannah Shaw (Parish Clerk), Pam McMorrان (RFO), Sue Pritchard and Sue Colebeck (Staffing Committee).

The smooth handover of responsibilities between HS and PM was discussed. It was agreed that an 'overlap' was required to ensure continuity of tasks, particularly immediately before PM ceases to be RFO on 31st March and in the next month or so as the accounts 2019/2020 were prepared and submitted for internal audit and subsequently external audit.

It was agreed that (subject to ratification at the PC meeting on 24/2/20)

- 1) HS will have her hours increased to 17hrs /week (pro rata at current pay scale) from 1/3/20
- 2) HS to officially become RFO on 1/4/20.
- 3) PM will cease to be RFO after 31st March but will be paid at current hourly rate to prepare final 2019/20 accounts (from hard copy of this year's bank statements if her online access needs to be terminated) and submit to P Lowe (internal auditor). HS to shadow this process (anticipated to take roughly 2 weeks) and to receive both hardcopy and electronic copy of these accounts.
- 4) PM to assist HS in completing forms for external audit when internal audit passed.
- 5) PM to remain as Registrar for Burials reporting to HS from 1/4/20.

In order for this to progress in a timely manner, the following actions were agreed.

- 1) PM to submit formal resignation letter to SP stating 31/3/20 as last day of work as RFO.
- 2) HS to contact NatWest regarding transfer of signatories and online banking access. HS and PM to facilitate this process.
- 3) SP to prepare letter and changed contract for HS to cover additional hours from 1/3/20 and RFO responsibilities from 1/4/20.
- 4) SP to prepare letter and changed contract for PM to cover Registrar for Burials and ex-gratia hourly payments from 1/4/20. Ex-gratia payments to be made monthly and not to exceed 7hrs/week.
- 5) New arrangements to be ratified at PC meeting on 24/2/20 after which new contracts will be issued.
- 6) SP to provide PM with altered salary details for submission to Ladywell.
- 7) PM to investigate pension provision for Parish Council employees.
- 8) HS and PM to arrange sufficient meeting(s) during March (after HS has attended training on finances for Parish Clerks) for transfer of knowledge of accounting procedures.

Schedule Six

FAO Hannah Shaw, Clerk to Newtown Linford Parish Council

Dear Hannah

Please thank the Chair and members of your Council for their support through the Armed Forces Covenant; it is valued and important to us.

Your Covenant will be uploaded to the Defence [online list](#).

Attached is the Covenant logo and email banner, along with T&Cs for their use.

We hope you will do some social media communications around your Covenant, please use the hashtag #fourforces. Also, we have:

- A LinkedIn group: <https://www.linkedin.com/groups/8370172/>
- A closed Facebook group for Covenant signatories to share information and best practice <https://www.facebook.com/groups/1445250439025727/>

Please regard your Covenant as a 'live document'; your pledges of support may be reviewed and refreshed at any time and I would be pleased to assist.

Signing the Covenant qualifies you for a Bronze award in the Defence [Employer Recognition Scheme](#); please [submit an application](#) now.

One of the aims of the Armed Forces Covenant is to support military spouses, including with their job seeking. The Army Families Federation, in conjunction with the Naval and RAF Families' Federations, has a jobs platform, 'Forces Families Jobs'; to enable spouses and family members of UK Armed Forces military personnel to have a 'one stop shop' where they can apply for jobs directly with employers who have signed the Armed Forces Covenant. This is a good opportunity for you; it is free of charge and available only to those who have signed the Armed Forces Covenant. You can promote your organisation, advertise your job vacancies and access a large, highly skilled candidate database of working Armed Forces family members from all three Services. To register your interest please use the online [registration form](#):

Please let me know if you have any queries.

Kind Regards

John

John S Wilson OBE DL | Regional Employer Engagement Director | East Midlands
East Midlands RFCA, Army Reserve Centre, Triumph Road, Nottingham NG7 2GG

Schedule Seven

We're counting on you!

No images? [Click here](#)

Will your council take part in the Great British Spring Clean 2020?

20 March - 13 April 2020
Sign up now!

In just over two weeks over 135,000 people have signed up for the **Great British Spring Clean & Great Big School Clean 2020**.

Please join us and support the campaign by registering your town or parish council's involvement [via our short Survey Monkey](#).

Once you complete the form you will also get access to downloadable campaign resources including a social media guide, social media assets, posters and a template press release.

SIGN UP NOW

We're counting on you to help make the Great British Spring Clean even bigger and better in 2020!

Thank you for supporting the Great British Spring Clean.



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Schedule Eight

Southfield Road, Loughborough,
Leicestershire. LE11 2TT

Direct Line: 01509 634929

Email: localplans@charnwood.gov.uk

January 2020

Dear Clerk,

**NOTIFICATION OF THE ADOPTION OF
CHARNWOOD DESIGN SUPPLEMENTARY GUIDANCE**

We are writing to inform you in accordance with Regulation 14 of the Town and Country Planning (Local Planning) (England) Regulations 2012, notice is hereby given that Charnwood Borough Council formally adopted the Charnwood Design Supplementary Planning Document (SPD) on the 16th January 2020.

The Design SPD provides guidance on Local Plan Core Strategy Policies:

- CS2: 'High Quality Design',
- CS15: 'Open Spaces, Sport and Recreation',
- CS16 'Sustainable Construction and Energy'; and
- Borough of Charnwood Local Plan Policies: EV/1 'Design' & H/17 'House Extensions'.

The Design SPD and its associated documents (including this Adoption Statement and Consultation Statement) are available for inspection at the following locations:

- Charnwood Borough Council's website at:
https://www.charnwood.gov.uk/pages/design_supplementary_planning_document
- Charnwood Borough Council Offices, Southfield Road, Loughborough, Leicestershire LE11 2TN - open Monday to Thursday 8.30am – 5pm and Friday 8.30am - 4.30pm
- Leicestershire County Council, Service Point, Main Reception, County Hall, Glenfield, Leicestershire LE3 8RA - open Monday to Friday 9am - 4.30pm
- All public libraries of the Leicestershire Libraries Service located within Charnwood Borough during normal opening hours. To find your local library visit:
<https://www.leicestershire.gov.uk/leisure-and-community/libraries/find-a-library>

For further information please email localplans@charnwood.gov.uk or phone 01509 634929.

Yours faithfully



Richard Bennett
Head of Planning and Regeneration