



# Harlaxton Parish Council

3 Church St, Harlaxton, Lincolnshire, NG32 1HB

Email: [harlaxtonpc@gmail.com](mailto:harlaxtonpc@gmail.com)

## AGENDA

### Parish Council Meeting 10 January 2023 19.30 at Harlaxton Village Hall

1. Meeting Opening: Council Chair - welcome address
2. In attendance
3. Apologies (Non-Attendance)
4. Approval of minutes of Parish Council Meeting held 30 November 2022
5. Parish Councillors Declarations of Pecuniary Interest
6. Public Forum (15 Minute Presentation/Discussion)
7. Updates - County Councillor, District Councillor, Police & Crime.
8. Matters arising from last meeting – Updates and discussion
  - 8.1. Parish Clerk Vacancy
    - 8.1.1. Management of Payroll – update. (Cllr Cartlidge)
    - 8.1.2. Replacement Parish Clerk/RFO - update (Human Resources Committee). Possibility of splitting the roles. Discussion and decision.
    - 8.1.3. Job description and person specification. (Human Resources Committee)
    - 8.1.4. Approach from Denton PC re. joint advert for Parish Clerk. (Cllr Brown)
    - 8.1.5. Is any reallocation of tasks required?
  - 8.2. Bank Mandates -. HSBC and Melton Building Society. Update on progress (Cllr Cartlidge)
  - 8.3. LALC Training for Councillors - Next New Councillor Training Course 07 Feb 23 18.00 – 21.00 - ZOOM
  - 8.4. Grass Cutting – Assessment of quotes received. Decision on contractor.
  - 8.5. Hedge Cutting – Assessment of quotes received. Decision on contractor.
  - 8.6. HSSC
    - 8.6.1. Roof repairs – update. (Cllr Cartlidge)
    - 8.6.2. CCTV – update on purchase of signage, additional camera and provision of tv monitor (Cllrs Cartlidge and Wicks)
    - 8.6.3. Accessible Toilets – update. (Cllr Cartlidge)
    - 8.6.4. Car Park Flooding. Update on investigation in conjunction with Harlaxton Manor and quote for replacement pipe. (Cllrs Cartlidge and Wicks)
    - 8.6.5. External Solar Lighting. Update (Councillor Cartlidge)
  - 8.7. Village Hall – update on damp treatment (Cllr Cartlidge)
  - 8.8. Playing Field Equipment – Assessment of quotes received and decision on replacement swing (Cllr Wicks)
  - 8.9. Harlaxton PC Communications Policy
    - 8.9.1. Revised document. Discussion.
    - 8.9.2. Harlaxton PC .gov email address. Discussion.

- 8.10. Harlaxton PC Co-option Policy - update (HR Committee and Cllr Brown)
- 8.11. Harlaxton PC Standing Orders - update from Standing Orders Working Party (Cllrs Cartlidge, Brown, Whitworth)
- 8.12. Saltby Airfield - update (Cllr Brown)
- 8.13. Traffic in Harlaxton - update (Cllr Brown)
- 8.14. Proposed Development off Swine Hill (Cllr Gabriel)
- 8.15. Village Hall - External solar lighting – update (Cllr Cartlidge)
- 8.16. Telephone Box - update on progress and purchase of clips for glass. (Cllrs Wicks and Cartlidge)
- 8.17. Memorial Oak Tree Planting - update
- 8.18. Christmas Tree - update
- 8.19. Coronation of King Charles III - update (Cllrs Darcey and Whitworth)
- 9. RFO Financial Report
- 10. Annual Parish Meeting. Agree date and format.
- 11. Village Voice Schedule. Decision on frequency.
- 12. Planning
  - 12.1. Applications
    - 12.1.1. S22/2446 Proposed roof-lift loft conversion. 3 High Street, Harlaxton, Lincolnshire, NG32 1JBS. Comments to SKDC by 20 Jan 2023.
    - 12.1.2. S22/2349- Proposal: Tree No.2 - Elm - To be removed due to proximity to new extension. 2 Willow Brook, Harlaxton – HPC objection sent to SKDC
  - 12.2. Decisions
    - 12.2.1. S22/2203 - Proposed first floor extension over existing garage. Location: 6 High Street Harlaxton Lincolnshire NG32 1JE. Permission Granted.
    - 12.2.2. S22/2088 - Proposal: Construction of three self-build dwellings Location: 25 High Street Harlaxton Lincolnshire NG32 1JB. Application withdrawn.
    - 12.2.3. S22/2063 - Proposal: Submission of details reserved by condition 3 (Tree Replacement) of planning approval S22/1376 (Construction of parking area and dropped kerb with the removal of the False Acacia) Location: 29 High Street Harlaxton Lincolnshire Application Type Discharge of Conditions (Planning). Application Withdrawn.
    - 12.2.4. S22/2115 - Proposal: Submission of details reserved by Condition 3 (Tree Survey & Protection Measures) of S22/0704 (erection of single storey side extension and enclosing existing porch) Location: Dalbuie House. Details approved.
- 13. Correspondence
  - 13.1. SKDC – Invitation to drop-in session promoting adoption of the Local Government Association’s model Councillor Code of Conduct. A presentation from the Monitoring Officer or Deputy Monitoring Officer at South Kesteven District Council on the main changes introduced as part of the model Code and there will be opportunities for you to ask questions in an open forum. Guildhall Arts Centre, St Peters Hill, Grantham NG31 6PZ, Tuesday 17 Jan.
  - 13.2. Grantham Canal Society - Invitation to join volunteers, members and spouses for a celebratory meal to mark another successful year on the Canal, on Thursday 26<sup>th</sup> January 2023, at the Radcliffe on Trent Golf Club, 6.00 p.m. for 7.00 p.m.
- 14. Closed Session (If Required)
- 15. Next scheduled Parish Council Meeting Wednesday 22 February 2023 19.30 at Harlaxton Village Hall
- 16. Meeting close