



Harlaxton Parish Council

Chair: Andrew Cartlidge

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Parish Council Meeting 7:30pm on Wednesday, 27 September 2023 Harlaxton Village Hall, 3 Church Street, Harlaxton, NG32 1HU

Minutes

1. Meeting Opened @ 1930
2. In Attendance: Cllrs Wickes, Smith, Gabriel, Phillips and Cartlidge
3. Apologies (Non-Attendance): not applicable
4. Resolution to approve minutes of Parish Council Meetings: EGM of 7 September 2023
The motion to approve the minutes was carried.
5. Public Forum (15 Minute Presentation/Discussion)
Villagers asked on the progress of the resolution of the flooding from the Sports & Social Car Park. After the attempt to clear the blocked culvert by a specialist contractor, the Council is now seeking quotes to renew the conduit between new chambers either end of the run across the car park.
6. Updates - County Councillor, District Councillor, Police & Crime
Cllr Leadenham: Grant and Funding workshop to be held in Harlaxton in October 2023. SKDC in the Community event to be held at the Barrowby Village Hall. Walk With Councillor Cleaver [SKDC] to be organised for Harlaxton [ideally in early November]. Community Speed Watch organisation is progressing well, however no villagers have come forward from Harlaxton; Parish Council to continue to promote to try and encourage villager engagement. Concerns expressed regarding applications to enlarge the Forbidden Forest event and the activities of Belvoir Castle.

Cllr Vernon: LCC has received an additional £10M to be spent on road maintenance schemes. LCC also needs schemes to be put forward for Minor Repairs where they provide the Expertise and Effort, with the PC providing the materials. Cllr Vernon also requires topics for the initial meeting with LCC Highways Rowan Smith. Cllr Wicks to circulate and discuss.
7. Updates and Discussions
 - 7.1. Co-Option: No further applications received. Two places remain. Reminder to be added to the Village Voice newsletter.
 - 7.2. Clerk/Administrator:
 - 7.2.1. New Role: No further applications received. Agreed to promote the role using other social media, the Job Centre in Grantham and renew advert with LALC
 - 7.2.2. Previous employee claim ongoing. The Council has provided a robust response via the Tribunal.
 - 7.3. Harlaxton PC Standing Orders (Standing Orders Working Party – Cllrs Gabriel and Wicks)
This is a work in progress
 - 7.4. LALC Training: New courses and dates are regularly provided by LALC. Councillors to consider and attend where they are able.
 - 7.5. Telephone Box (Cllr Wicks): The backboard needs to be fitted.
 - 7.6. Village Voice: New schedule of dates to be requested. Cllr Phillips and Gabriel to consider introductory words.
 - 7.7. Traffic and SID (Speed Indicator Device): It was agreed that this should be turned around to face down Swine Hill.

- 7.8. Saltby Airfield: No further update.
 - 7.9. Proposed Development off Swine Hill (Cllr Gabriel): No response has been received from the Council request for an update. Further request to be made.
 - 7.10. RFO Financial Report (Cllr Cartlidge): Finances remain healthy and within budget. Still no invoices from EnvironmentSK/SKDC for the current grass cutting contract.
 - 7.11. Bank Mandates: Cllr Phillips has been added to the HSBC online access. New mandates for HSBC and Melton Building Society were shared for completion by Councillors.
 - 7.12. Harlaxton Twinning with Pontmain: The Twinning Mirror has been returned to the Council. Agreed to ask the Village Hall Committee if the mirror can be installed within the building, e.g., the entrance foyer.
 - 7.13. Village Flower Beds: Volunteer villagers have refreshed all the planters around the village. A vote of thanks was given for all of their hard work.
8. Village Hall
- 8.1. Licence Agreement: Councillors are considering the new agreement. A working party has been formed comprising Cllrs Wicks, Gabriel, Phillips and Cartlidge to meet informally in early November.
 - 8.2. Improvements to WC's, sinks and Flooring (Cllr Wicks & Smith). This is a work in progress.
9. HSSC
- 9.1. Defibrillator: This has now been installed and is ready for use.
 - 9.2. CCTV: The additional camera has been installed with a new network attached storage. The purchase of the new storage device was discussed and it was agreed that the Councillor should submit an expenses claim to be reimbursed.
 - 9.3. Solar Lighting: Positions of these can now be agreed and the solar lights installed.
 - 9.4. Accessible Toilets (Cllr Cartlidge): No further quotes received. Only 1 quote received so far. Further work required to encourage contractors to quote.
 - 9.5. Car Park and Manor Drive Flooding. (Cllrs Cartlidge, Wicks): The vacuuming of the debris blocking the stone culvert had to be abandoned due to the condition of the culvert. Quotes are now being sought for a replacement conduit to run between two new chambers either end of the stone culvert on the car park.
 - 9.6. Drainage of patio area to south side of HSSC building: It was agreed to postpone this and concentrate on the remedial work to the stone culvert across the car park.
 - 9.7. Clearing blocked hoppers and below ground surface water drainage: This is now complete and the gutters are running clear.
 - 9.8. Car Parking during events: Villagers have expressed frustration at the parking of some attendees to events at the car park. It was agreed that the Council will send an email to the Portuguese Football Academy [PFA] and have them remind their patrons to park considerately. Photographs of antisocial parking will be shared with the PFA with a request that this is promptly dealt with internally.
 - 9.9. Weed clearing: Councillors will progress with this in the coming weeks.
10. Sports Field
- 10.1. Playing Area Equipment. Latest inspection report (Cllr Wicks): RoSPA report requires some minor remedial work to protect the timber legs from the strimmer cord, and some small areas of rubber surfacing repair.
 - 10.2. Football Pitch Hire – Portuguese Football Academy: The PFA has signed the agreement and it was agreed that the Chair/Vice Chair can now sign this on behalf of the Parish Council.
 - 10.3. Coopers Plantation: The cost of cutting back the dangerous and other overhanging branches is to be shared with the adjacent Landowner. An enquiry is to be sent to SKDC to clarify whether a TPO application is required for the work on the self-seeded trees.
 - 10.4. Enquiry to hire for a Charity Dog Show & Fete: Councillors discussed the applicable hire charge. An enquiry is to be sent to the potential hirer to gauge what hire charge they have been levied elsewhere for their previous events. Correspondence also required with the PFA and Cricket Club for the proposed date.

11. Pearson Gregory Field
 - 11.1. Consider a working party to make proposals to develop and improve
12. Grass Cutting, Hedges, etc
 - 12.1. Grass Cutting and Hedges: The request to quote for the 2024 season has been sent out. The current contractor for the main village area is to be chased for their invoice.
13. Church
 - 13.1. Harvest Festival, Sunday, 24 September 2023: Cllr Smith attended to represent the Parish Council and has received a letter of thanks from Rev Tierney
14. Planning Applications
 - 14.1. S23/1563, 9 Church Street, Harlaxton, Lincolnshire, NG32 1HB. T1 - Crown raise the lowest branches on the Douglas fir tree up to approx. 4.5m, T2 - Reduce prunus back by 2.5m reduce the tops by up to 2m in Height
 - 14.2.
15. Correspondence
 - 21082023 AllertonUK, confirming the sewerage treatment service for 4 September
 - 21082023 LCC Staying Alive, confirming that The Drift is now on their list for a traffic survey
 - 21082023 Crimson Kings, quote for Coopers Plantation
 - 22082023 Belvoir Tree Surgery, confirming they'll attend to quote for Coopers Plantation work
 - 23082023 Crimson Kings, further quote for Coopers Plantation
 - 23082023 Belvoir Tree Surgery, quote for works to Coopers Plantation
 - 24082023 Crawford Loss Adjusters, update ref Manor Drive Flooding
 - 24082023 Police MB, confirms will not be attending the PCM on 30 August
 - 24082023 SKDC confirms receipt of co-option forms
 - 25082023 DW, arranging date to install defibrillator box at HSSC
 - 25082023 Quote for channel drain for HSSC rear patio
 - 25082023 PFA, requesting a meeting with the Council ref the playing field hire contract/agreement
 - 28082023 JG/HCC, invoice for grass cutting the playing field
 - 28082023 SM, informal enquiry ref the HPC administrator role
 - 29082023 Bates Environmental, agreeing a date for clearing the HSSC stone culvert
 - 29082023 LCC, confirming receipt of request ref A607 consultation
 - 29082023 SKDC, request to complete the Open Places study consultation
 - 29082023 CH, providing bank reference donation [in lieu of internal audit fee]
 - 30082023 HM, dates for Councillors meeting
 - 30082023 CA, confirming receipt of data
 - 30082023 Receipt of claim for additional hours and confirmation of response
 - 30082023 PFA, request for additional hire usage of playing field
 - 31082023 SKDC, confirms that they will be issuing invoices for the grass cutting in due course
 - 02092023 Invoice for plants
 - 03092023 Receipt of claim for additional hours
 - 04092023 PKF, review of AGAR
 - 04092023 HM, confirms Councillor meeting for 22 September
 - 04092023 RoSPA, play area inspection and invoice
 - 04092023 JB, confirms discussion
 - 04092023 PW, follow up ref Saltby
 - 04092023 PKF, confirms telcon and closure of query
 - 04092023 BW, confirms receipt of notice
 - 04092023 DefibWarehouse, confirms receipt of order
 - 05092023 AllertonUK, HSSC Sewerage service report
 - 05092023 SM, confirms not currently able to apply.
 - 05092023 DW, additional cost for the HSSC defibrillator on the front/north wall
 - 05092023 RS, enquiry to hire the sports field for a charity dog show and fete
 - 06092023 Quote for CCTV survey of stone culvert
 - 06092023 PC, confirms a bank holiday payment is owing
 - 06092023 PFA, advises that the games are 0930 to 1130
 - 07092023 RC, quote for the HSSC accessible WC
 - 08092023 RS, confirms run-time, likely attendee numbers and cars
 - 08092023 DS confirms meeting date for 12 Sept.
 - 08092023 Bates Environmental, confirms cost for CCTV survey of the stone culvert
 - 10092023 Quote for a CCTV survey of the stone culvert
 - 10092023 PW, requests help with leaf collection
 - 10092023 RW, parking concerns

- 11092023 PKF, confirm receipt of information
- 12092023 Grantham Canal Society, notice of BBQ event on 24 Sept 2023
- 12092023 Quote for inspection chamber install at HSSC stone culvert, and car park surfacing repair
- 13092023 MC, advises damage to wall
- 15092023 PP, concerned over revised plans
- 15092023 ST, invitation to Harvest Festival at Harlaxton Church 24 Sept 2023
- 15092023 PFA, confirm the contract is signed
- 17092023 RW, confirms receipt of email

16. Closed Session (If required): Not Required.

17. Any other business: Cllr Gabriel expressed the need to keep in contact with The Manor with regular updates of Village activities and ongoing works.

18. Next scheduled Parish Council Meeting: 7:30pm Wednesday 25 October 2023

19. Meeting close @ 2215

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