



# Harlaxton Parish Council

Chair: Andrew Cartlidge

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## Parish Council Meeting 7:30pm on Wednesday, 24 January 2024 Harlaxton Village Hall, 3 Church Street, Harlaxton, NG32 1HU

Notice is hereby given that there will be a meeting of Harlaxton Parish Council on Wednesday, 24 January at 7:30pm in the Village Hall. All Councillors are hereby summoned to attend.

Andrew Cartlidge, Chair

Date: 04/01/2024

### Agenda

1. Meeting Opened.
2. In Attendance:
3. Apologies (Non-Attendance):
4. Resolution to approve minutes of Parish Council Meetings: Extra PCM of 14 December 2023
5. Public Forum (15 Minute Presentation/Discussion)
6. Updates - County Councillor, District Councillor, Police & Crime
7. Updates and Discussions
  - 7.1. Administrator
  - 7.2. Harlaxton PC Standing Orders (Standing Orders Working Party – Cllrs Gabriel and Wicks)  
This is a work in progress
  - 7.3. LALC Training
  - 7.4. Telephone Box (Cllr Wicks)
  - 7.5. Village Voice
  - 7.6. Traffic and SID (Speed Indicator Device)
  - 7.7. Proposed Development off Swine Hill (Cllr Gabriel)
  - 7.8. RFO Financial Report (Cllr Cartlidge)
  - 7.9. Bank Mandates
  - 7.10. Harlaxton Twinning with Pontmain
  - 7.11. Councillor Expenses
  - 7.12. Meeting Dates 2024/2025
8. Flooding
  - 8.1. Trotters Lane, High Street and Manor Drive
9. Village Events
  - 9.1. Annual Meeting of the Parish
  - 9.2. D-Day 80<sup>th</sup> Anniversary
  - 9.3. Village Fayre
10. Village hall
  - 10.1. Licence Agreement
11. HSSC
  - 11.1. Solar Lighting
  - 11.2. Accessible Toilets (Cllr Cartlidge)
  - 11.3. Car Park and Manor Drive Flooding
  - 11.4. Channel Drain to the rear/south of HSSC
  - 11.5. Gutters, rainwater pipes and surface water drainage
12. Sports Field
  - 12.1. Playing Area Equipment. Latest inspection report (Cllr Wicks)
  - 12.2. Playing Field/Pitches
  - 12.3. Drainage/Maintenance
13. Grass Cutting, Hedges, etc
  - 13.1. Grass Cutting and Hedges
  - 13.2. LCC Verges along A607
14. Planning Applications
  - 14.1. S23/1626 Mr Steve Allison, Proposal: Replacement chimney, Location: 4 West End, Harlaxton, Lincolnshire, NG32 1HE

- 14.2. S23/1920 To cut back overhanging branches of Cherry, Sycamore and Maple trees to 2-3 meters, back to boundary line, leaving better shape. To remove deadwood out of Maple trees. Location: Harlaxton Sports And Social Club, Manor Drive, Harlaxton, Lincolnshire, NG32 1HU
- 14.3. S23/2184 Section 211 notice to: G1 - Section of mixed trees/hedges that run along the East boundary – trim all back to where they were previously done, up to 1m off the top. Crown Raise any overhang on road to 5.2m, footpath 3m. G2 - Section of mixed trees/vegetation that run along the south boundary, including larger silver birch/Douglas fir specimens. Minor trimming pruning up to 1m off the top. Crown Raise any overhang on road to 5.2m, footpath 3m and driveway 5.2m. G3 - Section of mixed trees/vegetation that are situated in rear courtyard, including larger prunus and olive specimens. Minor aesthetic pruning only up to 1m across canopies. Location: 26 Church Street, Harlaxton, Lincolnshire, NG32 1HB
- 14.4. S23/2254 Mr J Harvey Proposal: Partial demolition of rear extensions to Listed Building; Construction of single storey new rear extension; Conversion of loft of detached garage to create a habitable room; Internal alterations within Listed Building including remodelling to create a new bathroom and construction of a new timber summerhouse outbuilding (resubmission of S23/1154) Location: 10 Church Street, Harlaxton, Lincolnshire, NG32 1HB
- 14.5. S23/2282 Mrs Yoon Morris Proposal: Section 211 notice to the remove Silver Birch T1. Location: 1 Trotters Lane, Harlaxton, Lincolnshire, NG32 1JQ
- 14.6. S23/1460 Prof Bryan Gallagher Proposal: Retrospective shed to rear garden. Location: 7 Trotters Lane, Harlaxton, Lincolnshire, NG32 1JQ
15. Correspondence
- 02112023 NC confirms potential start date and provides insurance details
- 03112023 CA advises road closure along The Drift
- 05112023 Lincs Police has traced and notified owners
- 07112023 CA advises radar device now removed
- 07112023 LCC Highways confirms radar had no issues and has sufficient data
- 16112023 DS ref trees
- 18112023 Bowls Club gives contact details
- 18112023 RS confirms field hire no proceeding
- 20112023 Link Magazine invoice
- 20112023 NC advises additional cost for other works
- 23112023 SKDC AG sends grass cutting invoice
- 23112023 NC advises additional cost to the contract
- 26112023 BW ref drainage
- 28112023 SB enquires ref administrator assistance role
- 28112023 LCC Highways update on The Drift speed survey
- 29112023 Bowls Club allows use of water tap by contractor
- 30112023 SB provides CV for admin assistant role
- 01122023 HVH invoice for hire
- 04122023 LCC Highways update on Swine Hill speed survey
- 04122023 SB asks for information ref grass cutting quote
- 05122023 SKDC AG sends revised grass cutting invoice
- 11122023 SKDC AG sends further revised invoice
- 11122023 SB sends quote for grass cutting
- 12122023 CA asks if there has been an update from LCC
- 15122023 JB provides SID date for Swine Hill
- 20122023 SKDC DR confirms terms for grass cutting
- 21122023 HC response to email
- 21122023 Charity Commission confirms receipt of annual return for PG
- 22122023 Charity Commission confirms transfer of trustees
- 22122023 HVH JM confirm accounts figures
- 24122023 Charity Commission confirms receipt of annual return for HVH
- 28122023 JB confirms receipt of grass cutting instruction
- 03012024 NB write ref flooding
- 04012024 Cllr CV confirms will follow up with LCC
- 04012024 JB confirms they'll quote on the additional grass area
- 16012024 IM quotes for the additional grass area
- 04012024 LALC AE response ref admin assistant
- 05012024 NC provides breakdown of additional costs
- 05012024 LALC AE confirms they'll offer advice asap
- 05012024 SKDC confirm they'll repair Swine Hill light in 7-10 days
- 05012024 PFA CM confirm no games to be played due to saturation
- 06012024 JB quotes for the additional grass area
- 08012024 SB agrees to interview time for admin assistant
- 09012024 HVH invoice for hire
- 09012024 SB confirms interest in admin role
- 11012024 HSBC issues revised mandate for completion

15012024 LALC AE offers employment advice for admin assistant

15012024 LCC RS responds ref requests for update

16. Closed Session (If required)

17. Any other business

18. Next scheduled Parish Council Meeting: 7:30pm Wednesday 28 February 2024.

19. Meeting close.