

**Minutes of the Meeting of Bitteswell with Bittesby Parish Council  
Held virtually via Zoom on Wednesday 08<sup>th</sup> July 2020 at 7.00pm**

**Present:** Cllr Reg Flint (Chair), Cllr Margaret Foster, Cllr John Allsopp and Cllr Nigel Chapman  
Clerk Cathy Walsh, Lesley Adams (Arboriculturalist) and 0 member(s) of the public.

**1. To receive any apologies for absence**

None.

**2. To receive Member's declarations of Interests**

None.

**3. Local Policing Team Update**

PSCO Jay Bellamy was not available to attend the meeting and no report had been submitted. Members were advised that local police beat monthly newsletters are available on the Council's website.

**4. An arboriculturalist will join the meeting to advise on Tree Preservation Orders (TPO)**

Arboriculturalist Lesley Adams from Symbiosis Consulting Ltd attended the meeting to address the Parish Council's concerns on the number of trees being felled in the parish. The Council queried whether it should pursue a TPO for significant trees within the Bitteswell Conservation Area. Lesley advised how trees within the Bitteswell Conservation Area are already afforded a degree of protection by this designation.

The Council has identified a Copper Beech tree of significance which is located in front of St Mary's Primary School. This tree is iconic and an intrinsic part of the village. The tree could be impacted by proposals to improve accessibility to the front entrance of the school. It is important to ensure that the roots of the tree are not disturbed by excavation works during any proposed work. Lesley agreed to write a report on the tree for the Council.

When considering the preparation of the Neighbourhood Plan, trees outside the Conservation Area which may be at risk or removal due to health and safety concerns of if the land is developed will be identified.

**5. To approve the minutes of the meeting held on 21.05.20**

**Resolved:** The minutes were approved as a true record of proceedings.

**6. To consider any matters arising from the minutes of the meeting held on 21.05.20  
LED lighting Conversion Project**

The clerk confirmed that payments were being made in line with the revised schedule.

**7. To note any comments or matters from residents, at Chairman's discretion**

None.

**8. To note any matters raised by the District/County Councillor**

None.

**9. Financial Matters**

**9.1. Accounts for payment**

**Resolved:** To approve.

Cheque No.	Payee	Description	Totals
250	LRALC Limited	Webinar - Using Zoom	£20.00
251	Julie Morris	Internal Audit 2019/20	£60.00
252	Cathy Walsh	Expenses (inc Zoom licence)	£19.75
253	Cathy Walsh	Reimbursement for HP 24-f0054na PC and Office 2019	£814.00
Total			£913.75

**9.2. Bank Reconciliation to 01.07.2020**

**Resolved:** To approve.

Opening Balance	1-Apr-20	<b>£21,139.78</b>
Receipts to	1-Jul-20	£11,191.81
Payments to	1-Jul-20	-£4,094.10
Closing Balance	1-Jul-20	<b>£28,237.49</b>

**The balance carried forward is represented by these funds**

Current Account	£6,375.12	
Business Reserve account	£22,778.92	
Add income received but not yet cleared	£0.00	
Less payments made but not yet presented	-£916.55	
Bank Reconciliation to	1-Jul-20	<b>£28,237.49</b>

**9.3. Receipts & Payments Summary to 01.07.2020**

**Resolved:** To approve.

**9.4. Clerk’s Claim for Expenses**

Noted.

**9.5. Neighbourhood Plan Expenditure**

The Council has been awarded £8,000 grant funding from Groundwork UK.

Cllr Allsopp will clarify with YourLocale whether this will be sufficient to cover all remaining expenses in the production of the Neighbourhood Plan.

**9.6. Neighbourhood Plan Clerk's Claim for Expenses**

None submitted.

**10. To receive an update on the progress of the handrail over the cobbles**

The Council received a response to the letter it wrote to Severn Trent Water (STW). The Council was asked to supply further information and photos, which the clerk sent on 08.07.20.

**11. To consider Lutterworth Rugby Football Club's application to HDC for s106 funding**

The Club is seeking the support of the Parish Council in its grant application to Harborough District Council (HDC). The Club has formulated a plan to take into account the following:

- a) The continued expansion of girl's and women's rugby
- b) The safeguarding of young people
- c) The proposed expansion of housing in the area in particular Lutterworth East SDA
- d) The need to increase car parking capacity on the Club's site.

**Resolved:** The Parish Council fully support the application, in particular the need for increased car parking capacity at the Club.

*Lesley Adams left the meeting.*

**12. Planning Matters****12.1. To note any planning matters – new and unresolved applications**

**a)** 20/00865/REM | Erection of a storage building (Reserved matters of 20/00240/OUT) | Lutterworth Rugby Football Club, Ashby Lane, Bitteswell

**Resolved:** To support this application.

**b)** 20/00863/FUL | Erection of a 64 bed registered care home and 20 assisted living bungalows | Land Adjacent to Brookfield Way, Bitteswell Road, Lutterworth

**Resolved:** The Parish Council resolved to object to this application on the basis that the development compromises the area of separation between Lutterworth and Bitteswell, the need for this type of development will be met in full as part of the proposed Lutterworth East SDA and because the site access off Brookfield Way would be dangerous on a road where vehicle and pedestrian visibility is already poor.

The Council has received confirmation that the application will be determined by committee, the earliest potential date for this is September 2020.

The Parish Council is not responsible for a leaflet that has been hand delivered to residents opposing the application.

**c)** 20/00895/PCD | Discharge of condition 18 (archaeology) of 15/01531/OUT | Unit G, Argosy Way, Magna Park, Lutterworth

**Resolved:** To make no comment on the application.

**d)** 20/00920/TCA | Works to trees (fell) | Delamere Valley Lane, Bitteswell

**Resolved:** To support this application as the works to the trees is necessary and 3 additional trees have already been planted in replacement.

e) 20/00916/TCA | Works to trees (fell), Porganna House, The Nook, Bitteswell

**Resolved:** To support this application as the Council considers the works to the trees to be necessary.

**12.2. To note/discuss any enforcement cases**

None.

**12.3. Other Planning Matters**

None.

**12.4. To provide an update on the progress of the Neighbourhood Plan (NP)**

**Housing Theme Group (HTG)**

At its last meeting two potential residential sites for allocation were agreed and the issue can now be raised with HDC officers to progress matters. The updated Strategic Sustainability Assessment (SSA) reports will be sent out to HTG members this week. All the policy issues have been signed off and a draft chapter on housing matters will be sent to HTG members for comment. Following this a remote meeting will be held to amend and approve the draft.

**Environment Theme Group (ETG)**

The ETG is re-convening and will hold a remote meeting in the next couple of weeks.

**13. Any Other Business**

**Magna Park Lutterworth Community Liaison Group**

Cllr Chapman represented the Council at the last two meetings and is happy to represent the Council at future meetings. The Magna Park Community Fund is undergoing a transformation. A funding system is being set up that will be overseen by a new board of directors. The directors include a representative for Gazeley and Magna Park and members of the local community. As the parish borders a large section of Magna Park, the Council questioned whether the selection criteria for the directors is fairly represented.

The threshold of the Community Fund is being increased and the geographical area covered by the fund extended. The fund is unlikely to be launched before the Autumn.

**Action:** Cllr Chapman agreed to make enquiries the funding lead at Gazeley.

**VE Day Grant**

Back in March Harborough District Council offered funding of £500 to each Parish and Town Council in the Harborough District towards VE Day events. The closing date for applications was at the end of March. The Council asked the clerk to see if funding is still available for use when COVID-19 restrictions allow.

**Action:** The clerk.

**14. Motion to exclude the press and public due to the confidential or exempt nature of the item to be discussed as defined in Schedule 12 of the Local Gov. Act 1972**

No members of the press or public were in attendance to exclude.

**15. White Cottage: To receive an update on proceedings and to approve the draft letter**

The Council agreed to request an interim invoice from Leicestershire County Council solicitors and Cllr Chapman agreed to draft an easement.

**Resolved:** The letter was approved and will be sent to the owner of White Cottage by email on 08.07.20.

**16. To confirm the date of the next meeting**

The date of the next meeting is Thursday 17<sup>th</sup> September 2020 at 7pm.

The meeting was closed at 8.22pm.

