

**Minutes of the Meeting of Bitteswell with Bittesby Parish Council
Held virtually via Zoom on Thursday 17th September 2020 at 7.00pm**

Present: Cllr Reg Flint (Chair), Cllr Margaret Foster, and Cllr Nigel Chapman
Clerk Cathy Walsh, District & County Cllr Rosita Page and 2 member(s) of the public.

1. To receive any apologies for absence

Cllr Allsopp.

2. To receive Member's declarations of Interests

None.

3. To approve the minutes of the meeting held on 08.07.20

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

4. To consider any matters arising from the minutes of the meeting held on 08.07.20

Harborough District Council VE Day Grant

The clerk confirmed that the fund was time limited and subject specific and has been closed for some considerable time.

5. Local Policing Team Update

PSCO Jay Bellamy was not available to attend the meeting but had circulated the monthly crime figures report to the Council.

6. United Charities Bitteswell (UCB): To receive the annual accounts and grass cutting contribution details

Treasurer John Booth gave a verbal report to the meeting on behalf of the UCB. The Charity will consider its position on providing funding to the Council towards the grass cutting in the village at its next meeting. The Charity has further funding available and invites applications.

7. Tree Preservation Orders: To receive a report on the Western Red Cedar Tree, The Green

The Council received an arboricultural report from Symbiosis Consulting Ltd. The report assessed the Western Red Cedar Tree which grows within the curtilage of St Mary's Primary School and assessed its suitability for a Tree Preservation Order (TPO). The tree is of sufficiently high value to warrant protection by a TPO. However, as the tree is within the Village Conservation Area, the imposition of a TPO would only be appropriate if the tree were deemed at risk of damage or removal.

The school is required to improve accessibility to the building. Various options are being considered to facilitate this. It is important that the potential impact on the trees is considered prior to any construction works.

The report also recommends that the Council review any significant trees growing within locations identified for potential development within the Neighbourhood Plan. The arboriculturalist confirmed that she would be happy to review the trees in these locations to

assess their value and determine whether it would be appropriate to request TPO's on specific trees in these locations.

Action: To inform the Neighbourhood Plan Environmental Group of this.

Action: To clarify the fees charged by Symbiosis Consulting Ltd for the above work.

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

None.

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

All circulated via email.

10. Financial Matters

10.1. Accounts for payment

Resolved: To approve.

Cheque No.	Payee	Description	Totals
254	Ladywell Accountancy Services	PAYE & RTI 2020-2021	£51.00
255	Information Commissioner	GDPR - Data protection fee renewal, expires 23.09.2021	£40.00
256	HMRC - 120PT00292871	PAYE for Q2	£50.20
257	Mark Osborne	Grass Cutting for March to August 2020	£2,536.84
258	Cathy Walsh	Expenses (inc Zoom licence)	£31.75
259	Leicestershire County Council	Street lighting LED conversion 2nd installment	£2,381.06

Total £5,090.85

10.2. Bank Reconciliation to 11.09.2020

Resolved: To approve.

Opening Balance	1-Apr-20	£21,139.78
Receipts to	11-Sep-20	£33,066.04
Payments to	11-Sep-20	-£10,112.91
Closing Balance	11-Sep-20	£44,092.91

The balance carried forward is represented by these funds

Current Account	£26,440.48	
Business Reserve account	£22,779.28	
Add income received but not yet cleared	£0.00	
Less payments made but not yet presented	-£5,126.85	
Bank Reconciliation to	11-Sep-20	£44,092.91

10.3. Receipts & Payments Summary to 12.09.2020

Resolved: To approve.

Approved & Signed:

10.4. Clerk's Claim for Expenses

Noted.

10.5. Neighbourhood Plan Expenditure

Noted.

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

10.6. Neighbourhood Plan Clerk's Claim for Expenses

None submitted.

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

The Council contacted Severn Trent Water (STW) who were very helpful in supplying a number of documents identifying the underground utility assets within the area of proposed works to install the handrails. The Council feel it now has sufficient information to appoint a contractor to install the handrails.

Chris Sandercock Joinery was commissioned a number of years ago to make the handrails. The Council is in possession of the posts but is unable to locate the handrail. It also recalls that the handrail it had commissioned was too short.

Action: Cllr Flint agreed to contact Chris Sandercock Joinery regarding the situation.

12. Planning Matters**12.1. To note any planning matters – new and unresolved applications****a) 20/01357/TCA | Works to tree (fell) | Twinnings, The Nook, Bitteswell**

Resolved: To approve this application as the work to the tree is required following storm damage.

b) 20/01361/ADV | Installation of 2 x internally illuminated fascia sign and 1 x non illuminated freestanding monolith | Unit 2110, Wellington Parkway, Lutterworth

Resolved: Due to historical issues with light pollution, the Parish Council would like to suggest that the sign is not illuminated.

c) Outline planning application for a biomethane and petrol filling station alongside drive-through outlets and a MOT station at Magna Park, Lutterworth

The Council has some concerns regarding this planning proposal. It questioned whether the application is contrary to Policy BE2 of the Local Plan which safeguards Magna Park as a centre of storage and distribution.

A planning application for the erection of a roadside services facility comprising a petrol filling station, drive through restaurant (class A1/A3/A5) with new vehicular access (via A5 Watling Street) has been submitted to Rugby Borough Council. This site is in close proximity to the area proposed in the application at Magna Park. The Council would like to seek clarification that the proposals are not adding a duplicate facility.

Action: Cllr Chapman to seek clarification and further details on the application.

Action: Agenda for the next meeting.

12.2. To note/discuss any enforcement cases

Church Cottage, Manor Road, Bitteswell | reported breach: window inserted without planning permission. | Status: Case closed as no breach found.

12.3. To consider the proposed changes to the national planning framework

The Secretary of State for Housing, Communities and Local Government published a White Paper in August called "Planning for the future" which proposes a radical overhaul of the planning and development control system in England.

It suggests that the new system will be "One that is simpler, clearer and quicker to navigate, delivering results in weeks and months rather than years and decades."

The headline proposal is that, through Local Plans, all land will fall into one of three categories: **Growth** areas suitable for substantial development, **Renewal** areas suitable for development, and areas that are **Protected**. In Growth areas no planning permission would be required.

Action: Cllr Flint agreed to draft suggested concerns and representations on behalf of the Parish Council and welcomed comments from the Councillors.

12.4. Other Planning Matters**a) 20/01419/OUT | Outline application for the erection of dwelling (all matters reserved) | Fir Tree Lodge Ashby Lane Bitteswell Leicestershire LE17 4LS**

The application was received by the Parish Council today and is therefore not included on the agenda.

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

The Planning Team at HDC is sending out regular briefings to the Parish Council which provides updates on the progress of the application.

Action: Cllr Page agreed to seek to clarify Lutterworth Town Council's stance on the application.

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

The Housing Theme Group held a meeting last week and is making good progress.

YourLocale is planning to hold a meeting for the Neighbourhood Plan Advisory Committee on 30th September.

The Environment Theme Group members have completed the environmental inventory. This comprehensive exercise will help complete an accurate descriptive inventory of the 181 parcels of land in the Parish. YourLocale is currently collating this information.

13. To consider contacting Cllr Ackerley re Magna Community Fund management and potential letter from Chair expressing desire for representation for BBPC

Cllr Chapman has represented the Parish Council at three of the Magna Park Liaison Group Meetings. He agreed to be appointed as the Council's official representative for the Group.
Action: Cllr Flint to confirm this in writing to Cllr Ackerley on behalf of the Parish Council.

The new Lutterworth Area Community Projects fund is anticipated to launch at the start of October. Applications will be invited from then onwards. The old fund has ceased to provide grants. Gwyn Stubbings is one of the directors who will oversee the fund. GLP (Gazeley) has no influence on who the directors are and how they are appointed. The committee that award the funds will be chaired by Janette Ackerley.

Action: Cllr Chapman will contact Janette Ackerley and Scott Harker (Newgate Communications) to explore opportunities on how the Parish Council you can get involved with the administration of the fund.

14. To respond to LCC's National Highways and Transport Public Satisfaction survey

Action: Cllr Foster agreed to complete the survey on behalf of the Council.

15. Any Other Business

Parking and Driving on the Village Green

There have been reports of vehicles driving on the Village Green. In particular, instances by HDC when emptying the litter bins. This has been dealt with and should not happen in the future. There are also issues of contractors working at Valley Lane driving on the Village Green as a short cut.

The Village Green is owned by the Parish Council and protected by bylaws which prohibit the driving or parking of vehicles on The Green. The Council respectfully request that residents, visitors and contractors do not drive over or park on the Village Green

Action: The Council will publish a reminder in the newsletter.

Blocked Drains

There are a number of blocked drains in village, in particular on Lutterworth Road footpath. This is a long-standing issue. A number of drains in the village have red tags, which the Council believe means that LCC has inspected the drains are awaiting action.

Action: To contact LCC for clarification on the red tags.

Leicestershire & Rutland Association of Local Councils Annual General Meeting

Cllr Chapman attending this meeting on behalf of the Parish Council and gave a brief report on the subject matter.

Claybrooke Parva Parish Council joint letter proposal

The Chairman of Claybrooke Parish Council approached BBPC proposing an initiative of a jointly supported letter to Chief Constable Cole concerning rising Gypsy / Traveller Crime and Antisocial incidents in the area. The Parish Council discussed this request and agreed that it would not be involved in this initiative. It thought it was more appropriate to encourage people to raise their own concerns with the Police and Crime Commissioner on an individual

basis.

16. 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.

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

Resolved: To defer to the next meeting.

18. To confirm the date of the next meeting

The date of the next meeting is Thursday 19th November 2020 at 7pm.

The meeting was closed at 8.30pm.

