

**Minutes of the Meeting of Bitteswell with Bittesby Parish Council
Held at Bitteswell Village Hall on Thursday 08th July 2021 at 7.00pm**

Present: Cllr Margaret Foster (Chair), Cllr John Allsopp, and Cllr Nigel Chapman
Clerk Cathy Walsh, Cllr Rosita Page and 2 member(s) of the public.

1. To receive any apologies for absence

Apologies were received and accepted from Cllr Flint.

2. To receive Member's declarations of Interests

None.

3. To approve the minutes of the meeting held on 05th May 2021

The minutes were approved as a true record of the proceedings.

4. To consider any matters arising from the minutes of the meeting held on 05th May 2021

Mobile Vehicle Activate Sign (MVAS)

The clerk provided an update on the MVAS. Testing needs to be carried out to ensure that the problems with Bluetooth connectivity and speed parameter calibration are resolved. The Clerk agreed to liaise with Cllr Chapman to carry this out.

The Clerk contacted Leicestershire County Council (LCC) to arrange a site meeting with an officer to discuss suitable locations and agree a map showing the proposed sites.

Magna Park Community Liaison Group Meeting

Cllr Chapman will attend the meeting on 13.07.21 as the Council's representative.

5. To note any comments or matters from residents

United Charities Bitteswell (UCB)

The UCB would like to present the Annual Accounts for 2020 at the next Parish Council meeting. A cheque for £700 towards the Village Green grass cutting was presented to the Council. The Parish Council thanked the UCB for its generous donation.

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

Newstead House: Inspectors from LCC have been out to the site. The owners have been informed that they are working on the highway without consent and that they need to contact LCC to arrange the required licences.

Harborough District Council Local Plan: The process towards a new Local Plan has started and the 'Call for sites' has been completed.

£5m boost for roads

An extra £5m is to be invested in boosting Leicestershire's roads and environment. The

money is being ploughed into maintenance, including road repairs, looking after verges, cleaning signs, emptying bins and gullies etc. Residents are urged to report any defects to LCC online at: <https://www.leicestershire.gov.uk/roads-and-travel/road-maintenance/report-a-road-problem>

Boundary Commission Proposals

The independent Boundary Commission for England (BCE) is redrawing the map of Parliamentary constituency boundaries. The changes will make the number of electors in each constituency more equal, thus ensuring individual votes are of broadly equal weight, and in doing so increase the number of constituencies from 533 to 543. People can view and comment on the proposals until 02nd August 2021.

7. Financial Matters

7.1. Accounts for payment

Resolved: To approve the payments itemised below:

Ref No.	Payee	Description	Totals
e22-08	Cathy Walsh	Reimbursement for McAfee subscription to 28.04.2022	£19.99
e22-09	Cathy Walsh	Salary - April	X
e22-10	Tesco Mobile	Mobile phone contract	£12.99
e22-11	Helen Denton-Stacey	Expenses and hours April 2021	£192.18
e22-12	Viking	Stationery and stamps	£91.02
e22-13	Cathy Walsh	Salary - May	X
e22-14	Tesco Mobile	Mobile phone contract	£12.99
e22-15	DCK Accounting Solutions Ltd	Payroll - May	£30.00
e22-16	Helen Denton-Stacey	Expenses and hours May 2021	£98.34
e22-17	JR Morris	Internal Audit fee 2020-2021	£75.00
e22-18	Cathy Walsh	Salary - June	X
e22-19	DCK Accounting Solutions Ltd	Payroll - June	£30.00
e22-20	Tesco Mobile	Mobile phone contract	£12.99
e22-21	Community Heartbeat Trust	AED pads x 2	£105.60
e22-22	YourLocale Ltd	Responses to Reg 14 consultation	£1,800.00
e22-23	Mark Osborne	Village Green grass cutting x 8 Apr, May, Jun, Jul	£1,600.00

7.2. Bank Reconciliation to 02.07.21

Resolved: To approve.

Opening Balance	1-Apr-21	£25,717.42
Receipts to	2-Jul-21	£18,662.95
Payments to	2-Jul-21	-£5,996.31
Closing Balance	2-Jul-21	£38,384.06

The balance carried forward is represented by these funds

Current Account	£15,313.42
Business Reserve account	£25,081.24
Add income received but not yet cleared	£0.00
Less payments made but not yet presented	-£2,010.60
Bank Reconciliation to 2-Jul-21	£38,384.06

Approved & Signed:

7.3. Receipts & Payments Summary to 02.07.21

Resolved: To approve.

7.4. Clerk's expenses claim

None.

7.5. Neighbourhood Plan Expenditure

The Council noted the Neighbourhood Plan expenditure.

7.6. Neighbourhood Plan Clerk's Claim for Expenses

None.

8. Planning Matters**8.1. To review current planning applications****8.1.1. 21/01030/FUL: Demolition of existing outbuildings and erection of a detached dwelling, Rose Cottage, Manor Road**

The Parish Council is extremely concerned about the visual impact of the development on the street scene in a Conservation Area, directly opposite a Grade 2 listed building.

Although the Party Wall Act is not a material condition, the Parish Council is concerned that the proposals to the walls are in close proximity to the neighbouring property and may become an issue.

The Parish Council is concerned that while the proposals make provision for 2 off-street parking spaces, it will remove 2 on-street parking spaces. Manor Road is narrow and congested which could restrict vehicle movements entering and exiting the site.

8.1.2. 21/01112/FUL | Erection of a first floor over existing garage and erection of a two-storey extension to rear | Peveril, Valley Lane

The Parish Council make no comment on the application.

8.1.3. 21/01051/FUL | Creation of a new access and installation of a dropped kerb | Manor House Lutterworth Road

The Parish Council echoes Leicestershire County Council's response that consideration should be given to access width, surfacing, pedestrian and vehicular visibility splays and gate set back distance.

8.1.4. 21/01118/PCD | Discharge of conditions 4 (contamination), 5 (remediation), 11 (arboricultural method statement) and 12 (construction environmental management plan) of 20/01846/FUL (partial approval) | Newstead, The Green

The Parish Council make no comment on the application.

8.1.5. 21/01034/PDN | Notification for prior approval for the proposed change of use of an agricultural building to a dwelling house (C3) and for associated operational development (Class Qa and b) | Over Pig Barn, Ashby Lane

The Parish Council make no comment on the application.

Cllr Page left the meeting.

8.2. To note any unresolved planning applications

None.

8.3. To note/discuss any enforcement cases

21/00132/COUS | 3 Yeomans Keep, Valley Lane | Concerns that property is being used for commercial purposes. Under Investigation.

21/00281/DEVS | Newstead, The Green, Bitteswell | Alleged work on the pavement/public highway without planning permission. See agenda item 6.

Both the Parish Council and Cllr Page have raised concerns that the work to the visibility splays is being carried without prior approval from LCC. The Council is also concerned that the works create a trip hazard and is likely to create more access and egress problems. It also raised the question whether the work is setting a precedent to others.

8.4. To receive an update on the progress of the Neighbourhood Plan

Bitteswell Neighbourhood Plan Regulation 14 Consultation has been completed. The Parish Council will convene a meeting to work through the consultation responses with YourLocale.

9. To consider the quote received to carry out a Tree Condition Survey Report

Resolved: to approve the quote of £175 to produce the report from Symbiosis Consulting Ltd.

10. To consider the estimate to install the handrails next to the cobbles on Manor Road

The Council has received one quote but agreed to obtain a second quote for the work. Deferred until the next meeting as the second quote was not received in time.

11. To approve the revised Standing Orders

The regulations which made temporary provision in relation to local authority meetings during the Covid pandemic expired on 7th May 2021. The Standing Orders were updated accordingly.

Resolved: To approve the Standing Orders.

12. To approve the updated Asset Register

The Asset Register has been updated to include the War Memorial, asset locations and the correct number/replacement value of the street lights.

Resolved: To approve the Asset Register.

13. Any other Business

Lutterworth Road Footpath

Trees are overshadowing the footpath, which contribute to making the path slippery and muddy. The Council agreed to report the overhanging tree branches by the Manor House to

Leicestershire County Council.

14. To confirm the date of the next meeting

The date of the next meeting is Thursday 09th September 2021 at 7pm. This will be held at the Village Hall.

The meeting was closed at 8.33pm.