

Minutes of the Meeting of Bitteswell with Bittesby Parish Council Held on Thursday 11th July 2019 at 7.00pm in Bitteswell Village Hall

Present: Reg Flint (Chair), Cllr Allsopp, Cllr Foster and Cllr Chapman
Clerk Cathy Walsh, PSV Ben Nandrame and 2 member(s) of the public.

1. To receive any apologies for absence

None.

2. To receive Declarations of Member's Interests

None.

3. To co-opt a candidate to fill the existing vacancies

Due to the late arrival of Nigel Chapman, this item was dealt with after agenda item 10.

Resolved: To co-opt the appointment of Nigel Chapman to the office of Councillor of Bitteswell with Bittesby Parish Council.

Cllr Chapman signed the Declaration of Acceptance of Office.

4. Community Concerns: to receive any updates and the response and actions of Leicestershire Police in relation to the lead theft from St Mary's Church roof from PSV Ben Nandrame

Police Support Volunteer Ben Nandrame from the Rural & Heritage Crime team attended the meeting to provide an update on the lead theft from the church roof. House-to-house enquiries were carried out and did not provide any credible information. Also, the lack of CCTV footage means that the case is closed pending further investigations. The diocese has provided the church with a temporary alarm and the lights at the front of the church will be kept on for a longer period of time. An alternative to lead such as stainless steel is being considered to repair the roof. Local police patrols will pass through the village and residents have been asked to remain vigilant and report anything suspicious,

5. To approve the Minutes of the Meeting held on 22.05.19

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

6. To consider any matters arising from the meeting on 22.05.19 (where not already on the agenda)

Lutterworth Road Footpath Repairs revised date

The work being carried out by Leicestershire County Council to repair the Lutterworth Road footpath is scheduled to commence on 21st August 2019.

7. To note any comments or matters raised by residents, at Chairman's discretion

None.

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

Cllr Page sent her apologies.

9. Financial Matters

9.1. Accounts for payment

Payments made prior to the meeting

Cheque No.	Payee	Description	Totals
188	Cathy Walsh	Salary & allowances - June	£458.59
189	Helen Denton-Stacey	NP Clerk's Claim Form 24.05.19	£167.22
190	Activewear Ltd	NP Questionnaire printing x175	£192.00
Sub Total			£817.81

Cheques signed at the meeting

Cheque No.	Payee	Description	Totals
191	Mark Osborne	Grass Cutting 29.04.19 & 15.05.19	£300.00
192	E.On	Street lighting maintenance for quarter end 30.6.19	£174.84
193	Helen Denton-Stacey	NP Clerk's Claim Form 21.06.19	£117.85
194	Bitteswell Village Hall	Meeting room hire 15.05 and 22.05.19	£20.00
195	Bitteswell Village Hall	Neighbourhood Planning Mtg hall hire	£22.50
196	Bitteswell Village Hall	Neighbourhood Planning Mtg hall hire	£10.00
197	Your Locale Ltd	Neighbourhood Plan invoice 001	£2,400.00
198	Cathy Walsh	Salary & allowances - July	£458.79
199	Cathy Walsh	Expenses incurred since claim dated 16.05.19	£46.21
200	Cathy Walsh	Salary & allowances - August	£458.79
201	E.On	Street Lighting electricity 01.04.19 to 30.06.19	£990.70
202	Mark Osborne	Grass Cutting 05.06.19 & 23.06.19	£300.00
203	Harborough District Council	Election Expenses May 2019	£400.00

Total £5,699.68

Total **£6,517.49**

9.2. Bank Reconciliation to 04.07.19

Opening Balance	1-Apr-19	£26,607.21
Receipts to	4-Jul-19	£18,827.57
Payments to	4-Jul-19	-£11,410.42
Closing Balance	4-Jul-19	£34,024.36

The balance carried forward is represented by these funds

Current Account	£12,999.36	
Business Reserve account	£25,033.98	
Add income received but not yet cleared	£0.00	
Less payments made but not yet presented	-£4,008.98	
Bank Reconciliation to	4-Jul-19	£34,024.36

9.3. Receipts & Payments Summary to 04.07.19

Noted.

9.4. Clerk's Claim for Expenses

Noted.

The Parish Council agreed to pay the clerk's salary payments by Standing Order in future rather than by cheque.

9.5. Neighbourhood Plan Expenditure

Noted.

9.6. Neighbourhood Plan Clerk's Claim for Expenses

Noted.

9.7. To consider the quotation for the bus shelter repairs

The Parish Council received a quote from AGS Carpentry & Maintenance Solutions Ltd with an estimate to make the bus shelter repairs. It has asked for a second quote from another contractor before making a decision

Action: Agenda for the next meeting.

9.8. To approve the purchase of the fixing kit and spares for the AED kiosk glass panel repair

Resolved: To purchase the fixing kit which costs around £43.00.

10. To receive and update on the progress of the Agreement for White Cottage

The Parish Council has received advice from a solicitor. The advice concurs that the Agreement should be signed in its current form, without any amendments. The Parish Council will contact the owner of the White Cottage with this information. It will ask the owner of White Cottage to surrender the possession of the land strips (within the 3 month notice period) if she fails to comply with this request.

Action: The clerk will draft a letter to the owner of White Cottage. She will also contact Leicestershire County Council for information on using the services of its solicitor.

11. Planning Matters**11.1. To note any planning matters – new and unresolved applications****19/00991/FUL | Change of use of former poultry building to B1(c) and B8 uses | Bitteswell Farm, Ashby Lane, Bitteswell**

Resolved: To make the following comment on the application: The Parish Council is concerned with this development and would like to ensure that provision of B8 development in this area is in line with the Local Plan.

19/01022/FUL | Erection of single storey extension | Selston, Ashby Lane, Bitteswell

Resolved: To make no comment on the application.

19/01021/FUL | Installation of dropped kerb at end of driveway | Barn Conversion, West End Farm, Bitteswell

Resolved: To make no comment on the application.

19/00986/FUL | Change of use and conversion of equestrian building to 2 holiday accommodation units | Fir Tree Equestrian Centre, Ashby Lane, Bitteswell

Resolved: The Parish Council resolved object to the application.

11.2. To note/discuss any enforcement cases

None.

11.3. Other Planning Matters

None.

11.4. To consider applying for a Tree Preservation Order for selected tree(s)

Resolved: To make a TPO application for the cedar tree in the grounds of St Mary's school. It will also source an arborist's report on the tree.

Action: Cllr Foster will work with the Tree Wardens, Mark and Maggie Osborne on the application.

12. Neighbourhood Plan

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

Out of 186 Bitteswell Neighbourhood Plan Questionnaires a total of 81 completed questionnaires were returned. This is a very good result. The questionnaires will be analysed by a team from the NP Advisory Committee and the results will be of relevance to the focus group discussions. There was not a good turnout on Tuesday for the focus group meeting, and those who want to be involved are asked to make their availability known as soon as possible.

The Parish Council has been unsuccessful in its efforts to obtain the information on funding for Neighbourhood Plans it requires from the Rt. Hon James Brokenshire MP. Therefore it will contact Alberto Costa MP for his assistance.

13. To resolve to exclude the press and public from the following item due to the confidential nature of the business to be discussed. In accordance with the Public Bodies (Admissions to Meetings) Act 1960

Resolved: To exclude the public (no press present).

14. Grass Cutting

14.1. To review the current arrangements and grass cutting rates of pay for 2019 season

Leicestershire County Council provide funding towards the urban grass cutting in the village. Generally this is for cutting the verges on public highways in Bitteswell. For the 2019 season the Parish Council received £805.27 for 6 cuts.

Resolved: The Parish Council agreed to increase the rate Mark Osborne Gardening Services receives for cutting the urban areas to £134.21 per cut for a minimum of 6 cuts per season.

The Parish Council will review the rates for cutting the Village Greens for the 2020 grass cutting season during its budget setting process.

15. Any Other Business

15.1. Parish Strip

The Parish Council is expecting an invoice for the cost of cutting back the vegetation on behalf of the Parish Council on the Parish Strip for 2018 and 2019.

15.2. Mobile Vehicle Activated Sign (MVAS)

The MVAS which was installed on Ashby Lane has been taken down and installed on the Ullesthorpe Road. The reason the MVAS was not operational whilst installed on Ashby Lane is because it was calibrated to 30mph speed limit. Therefore it has been moved to a location within the correct speed limit range.

15.3. United Charities Bitteswell (UCB)

The 2018 accounts for UCB are finalised and the treasurer, John Booth, would like to present the accounts at the next Parish Council meeting.

Action: Agenda item for the next meeting.

The Parish Council's grass cutting contribution for 2020 will be considered at the next UCB in September.

15.4. Tube Readings

The Parish Council would like to see the traffic data from the tube readings taken outside The Manor House.

Action: The clerk to request.

16. To confirm the date of the next meeting

The date of the next meeting is Thursday 19.09.19.

The chairman closed the meeting at 8.35pm