

Minutes of the meeting of Bitteswell with Bittesby Parish Council Held on Thursday 15th September 2016 at 7pm in the Village Hall

Present: Cllr Chris Faircliffe (Chair), Cllr Clive Grimwood, Cllr Margaret Foster
Cathy Walsh (Clerk), and no members of the public.

1. Apologies for Absence

Apologies were received from Cllr Flint.

2. To receive Declarations Of Member's Interests

None.

3. To approve the minutes of the meeting held on 21.07.16

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

4. Matters Arising - To consider any matters arising from the Minutes of the Meeting held on 21.07.16

4.1. White Cottage

It was confirmed that the tenant of the cottage is the current owner. The garden has now been tidied. The Parish Council (PC) has misgivings that the garden area has been extended and is encroaching on to the Village Green.

Action: The PC will monitor and include on the agenda for the next meeting for discussion.

Action: The clerk to contact the owner of the cottage to thank her for making the improvements to the garden and to reiterate that the land surrounding the cottage is Village Green.

4.2. Memorial Bench

The bench is now fixed to the ground and the plaque has also been fixed. Quotes for repairs to the concrete base are still ongoing. The PC confirmed that they had formally thanked Pat Bird who kindly provided part-funding for the bench in memory of her mother. They also sent her photos of the bench in situ and Pat Bird has confirmed that she is delighted with the bench.

4.3. Deregister as Village Green of the Powell Row Land

The Parish Council were concerned that they had not been updated by the LCC County Solicitor on the progress.

Action: Clerk to contact the County Solicitor to request to be kept updated.

4.4. A-roads to Zebras Consultation

The Parish Council confirmed they had taken part in the consultation.

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

5.1. Query regarding resurfacing the path across the Village Green

A resident queried whether the 'road' across the Village Green could be re-surfaced.

Action: To report the matter to LCC Highways

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

None.

7. Financial Matters

7.1. Accounts for Payment

Cheques signed over the summer break

Payee	Description	Totals
Leicestershire County Council	Parish Council web service 01.04.16 to 31.08.16	£90.00
LRALC	Good Councillor's Guide 2016 x 5	£11.42
Harbour Tree Care Services Ltd	Grinding out stump on the Village Green	£216.00
Tudor (UK) Ltd	Copperfield Victoriana Litter Bin	£247.62
Mark Wilkes	Grass cutting contract - July	£200.00
Cathy Walsh	Clerk's salary & Allowances - Aug (+ extra hours)	£1,581.56
Bitteswell Village Hall	Hall booking for July & September 2016	£20.00

Total £2,366.60

Cheques signed at the meeting

Payee	Description	Totals
HMRC	Provisional P32 PAYE	£679.25
Cathy Walsh	Clerks salary & Allowances - September	£446.29
Cathy Walsh	Clerk's expenses	£21.96
E.On	Electricity Maintenance quarter ending 30.9.16	£174.84
Grant Thornton	Annuual Return	£120.00
Cathy Walsh	Viking order: stamps/paper/toner	£53.97
M J Wilkes	August grass cutting contract	£350.00
DGA Marketing	Magna Park is Big Enough - leaflet costs	£154.80

Total £2,001.11

7.2. Financial Statement – Bank Reconciliation to 11th September 2016

Opening Balance	1-Apr-16	£33,717.79
Receipts to	11-Sep-16	£7,812.63
Payments to	11-Sep-16	-£10,696.72
Closing Balance	11-Sep-16	£30,833.70

The balance carried forward is represented by these funds

	<u>£</u>
Current Account	£1,768.34
Business Reserve account	£30,707.70
Add income received but not yet cleared	£0.00
Less payments made but not yet presented	-£1,642.34
Bank Reconciliation to	<u><u>£30,833.70</u></u>

Approved & Signed:

Date: 17.11.16

7.3. Notice of Conclusion of Audit for year ended 31.03.16

Grant Thornton has completed its audit of the accounts for year ended 31.03.16.

8. To consider the request from 'Magna Park is Big Enough' for grant funding.

Resolved: To provide £154.80 (inc VAT) funding towards leaflet printing costs.

9. To consider the 'Fire Ambassadors' initiative by Leicestershire Fire & Rescue Service

The clerk agreed to become a 'Fire Ambassador' for the village. The Fire Ambassador will be a primary point of contact for Leicestershire Fire & Rescue Service to pass on information for sharing with the parish. Equally any questions or concerns from residents can be passed onto the Fire Service through the Fire Ambassador.

10. To consider the Powell & Welch Almshouse Charity request for grant funding

The charity requested funding from the PC towards improving safety at the junction of the road leading to Valley Self Storage. The PC discussed the request and suggested options. They were not convinced that any of the options would improve the situation and decided that it would be beneficial to speak to the landowner and LCC before making any decisions.

Action: The clerk to contact LCC Highways for advice on the matter.

11. To review the Service Level Agreement for the 2017 Urban Grass Cutting Season

The Parish Council were happy with the Agreement.

12. To nominate a replacement trustee for United Charities Bitteswell

The PC can nominate a trustee to the United Charities Bitteswell (UCB). However, on this occasion they feel the nomination process should be open to all members of the parish.

Action: Cllr Faircliffe to discuss this notion with Sheila Carlton (UCB trustee).

Action: To publicise the vacancy in the newsletter, website and noticeboard once Cllr Faircliffe has spoken to Sheila Carlton.

13. To review the Parish Council's procedure for processing planning applications

The Parish Council will continue with their internal procedure to process planning applications. Cllr Farcliffe will co-ordinate the planning application paperwork and inform the clerk if an extension is required from Harborough District Council (HDC). The clerk was asked to contact HDC to inform them that as the PC tend to meet on a monthly basis there will be times when a meeting does not fall within the 21 day consultation period and therefore formal comments/responses of the PC will be submitted after the meeting date.

Action: The clerk.

14. To receive an update of the following**14.1. The condition of the drainage in the village**

The PC had written to Severn Trent Water (STW) several weeks ago requesting an update on the drainage and clearing down to the brook work they had undertaken. As no

response has been received the clerk will contact STW again and escalate the situation as necessary.

Action: The clerk to contact STW.

Action: To include on the next meeting agenda.

14.2. Speeding traffic through the village

The PC are keen to mitigate the problem of speeding traffic through the village and discussed the option of purchasing a Mobile Vehicle Activated Sign (MVAS).

Action: The clerk to circulate MVAS details to the PC.

Action: Include as an agenda item for the next meeting.

15. Planning Matters

15.1. To note any planning matters – new and unresolved applications

None.

15.2. To note/discuss any Enforcement cases

None.

15.3. To progress the Neighbourhood Plan

The PC formally agreed to instruct YourLocale Ltd to progress to the next stage of the plan.

16. Any other business

Telephone Kiosk – painting of the telephone kiosk has commenced.

Litter Bin, new liner – the litter bin by the bus shelter needs a new bin liner.

Action: The clerk to place an order for one.

Litter Bin Emptying - The Parish Council wanted to raise their concerns to HDC about the inconsistencies when emptying the litter bins in the village. Sometimes the bins are not emptied properly or litter is left on the ground due to incorrect size of plastic bin liners being used.

Action: The clerk to contact HDC.

Fly Tipping – the fly tipping on Woody Lane has improved slightly, but it is still a problem. The PC believe a surveillance camera had been placed in the area.

Newsletter – The PC were disappointed by the lack of objectivity in the reporting of Parish Council matters in the latest edition of the village newsletter. They would like Parish Council matters to be reported in a factual, not opinionated manner.

Concrete Posts – the concrete posts outside the church on the banking are not in keeping in the village. The PC will have a look and try and find out what they are there for and discuss at the next meeting.

17. To confirm the date of the next meeting

The next meeting date was confirmed for 17th November 2016 at 7.00pm

The Chairman closed the meeting at 9.50pm.