

Minutes of the meeting of Bitteswell with Bittesby Parish Council Held on Thursday 16th June 2016 at 7pm in the Village Hall

Present: Cllr Chris Faircliffe (Chair), Cllr Reg Flint, Cllr Margaret Foster, Cllr Clive Grimwood

Cllr Rosita Page (District Councillor), PC Nike Diaper, PCSO Peter Willson, Cathy Walsh (Clerk to the Parish Council), John Booth (Treasurer Bitteswell United Charities) and 1 member of the public.

1. Apologies for Absence

None.

2. To receive Declarations Of Member's Interests

Cllr Faricliffe declared an interest in item 16.3. – Planning application 16/00803/PCD.

3. To approve the minutes of the meeting held on 19.05.16

Resolved: After an amendment on *Item 14 – 'Re-Tarmac Village Green Path'* to change the word 'confirmed' to 'stated', the minutes of the meeting was approved as a true record of proceedings.

4. To consider any Matters Arising from the minutes of the meeting held on 19.05.16

4.1. Overhanging trees on Lutterworth Road

The work to cut back the overhanging trees has been authorised by the letting agent. The trees are currently obscuring a streetlight and signage.

4.2. Litter Pick – Clean for the Queen Campaign

The turnout for the campaign was good and a large number of bags of litter were collected.

Action: The clerk was asked to write to the Head Teacher of St Mary's Primary School in Bitteswell to express their thanks and appreciation to all involved in the campaign.

Action: The clerk to contact John Kemp at Harborough District Council to express their thanks for his help and prompt collection of the bags of litter.

4.3. Litter Bin on the Green

After inspecting the current litter bin, it was agreed that a new bin was required rather than just liner.

Action: To approve the purchase of a new bin at the next meeting.

4.4. Inconsiderate parking on Valley Lane

A reminder to parents of children at St Mary's Primary School to park in a considerate manner has been submitted for the school newsletter.

4.5. Neighbourhood Plan – YourLocale meeting

Cllr Faircliffe and Cllr Foster met with YourLocale to discuss the Neighbourhood Plan. They were specifically looking at resolving the designated area.

Action: To include as an agenda item for the next meeting.

4.6. To discuss the condition of the drainage in the village

This is still ongoing.

Action: To include as an agenda item for the next meeting.

Action: The clerk to request that Harborough District Council sweep the footpath.

4.7. Lych Gate

The Officer's Report requested by the Parish Council has now been received.

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

5.1. Bitteswell United Charities

John Booth (Treasurer) presented the accounts for year ending 31.12.15.

5.2. Lutterworth Road footpath

To address and progress the ongoing issue of the poor drainage and slurry on the Lutterworth Road footpath the Parish Council will

- a) contact Severn Trent about the inadequate drainage,
- b) ask Harborough District Council for another sweep of the footpath and
- c) contact Leicestershire County Council to propose part-funding remedial work.

Action: The clerk to action the above.

Action: Cllr Foster to ask the Head Teacher of St Mary's School how many pupils from Lutterworth use the path to walk to and from school.

5.3. Police report from PC Nike Diaper

Crime

No crime reported in Bitteswell since the last Parish Council meeting.

Speeding

Speeding traffic, in particular on Ashby Lane was discussed. The Parish Council received an email from a resident who was concerned about the speed of vehicles using Ashby Lane. PC Diaper asked if the email could be forwarded to her. She requested that any future speeding complaints from residents be forwarded to her either with the resident's consent or anonymously. PC Diaper left wheelie bin speed limit stickers for any residents who may request them.

Action: The clerk to ask the resident's consent to forward the email to the police.

Legal Highs

Legal Highs are now illegal and the police are promoting an awareness of this in the area. A poster will be placed on the notice board.

Leaving dog in cars on hot days

The police asked for a reminder to be issued in the newsletter asking drivers not to leave dogs in cars on hot days.

Action: The clerk.

Fly Tipping on Mere Lane and Ashby Lane

PSCO Willson spoke to HDC about the fly tipping problems in Bitteswell. Apart from moving the waste HDC have very little power to do anything about it.

Action: To issue an article in the newsletter asking resident to keep an eye out for fly tippers and to report any incidents to HDC.

Vehicle accident at Mere Lane/Ullesthorpe Junction

PSCO Willson reported that there had been an accident at the junction and he had written to Leicestershire County Council with his concerns about the state of the road markings.

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

Cllr Page attended a meeting with Lord Willy Bach, Police and Crime Commissioner for Leicestershire. He is keen to support local government and to keep policing locally and he is adverse to the reduction of policing staff.

7. To adopt the Standing Orders based on NALC's models standing orders**Resolved:** The Standing Orders were adopted.**8. To adopt the Financial Regulations based on NALC's model financial regulations****Resolved:** The Financial Regulations were adopted.**9. To adopt the Expenses Policy****Resolved:** The Expenses Policy was adopted.**10. Financial Matters****10.1 Accounts for Payment**

Date	Voucher no.	Cheque No.	Payee	Description	Totals	VAT Paid
16-Jun-16	e17-16	779	Cathy Walsh	Clerk's salary & Allowances - June	£437.10	
16-Jun-16	e17-17	780	Julie Morris	Internal Audit Year End 31.03.16	£60.00	
16-Jun-16	e17-18	781	Bitteswell Village Hall	Hall hire Oct-Dec '15 Re-issued lost chq 749	£30.00	
16-Jun-16	e17-19	782	E.On	Electricity Maintenance quarter ending 31.6.16	£174.84	£29.14
16-Jun-16	e17-20	783	CPRE	Membership 01.06.16 to 31.05.17	£36.00	
16-Jun-16	e17-21	784	Cathy Walsh	Clerk's expenses	£41.82	
16-Jun-16	e17-22	785	M J Wilkes	Grass cutting for May	£275.00	
				Total	£1,054.76	

10.2 Financial Statement – Bank Reconciliation to 08th June 2016

		£
Opening Balance	1-Apr-16	<u>£33,717.79</u>
Receipts to	8-Jun-16	£7,090.04
Payments to	8-Jun-16	-£5,511.19
Closing Balance	8-Jun-16	<u>£35,296.64</u>

The balance carried forward is represented by these funds

	£
Current Account	£3,884.46
Business Reserve account	£32,636.94
Add income received but not yet cleared	£130.00
Less payments made but not yet presented	-£1,324.76
Bank Reconciliation to	<u>£35,326.64</u>

The clerk confirmed that the £30.00 difference between the Closing Balance and Bank Reconciliation was due to the cheque for the village hall hire in October to December 2015 that had been lost. The payment was re-issued on cheque number 781.

10.3 To approve the newly agreed NALC & SLCC clerk's salary scales for 2016-2018**Resolved:** The Parish Council were happy to apply the new salary scales and to backdate any money owed from 01.04.16.

11. Annual Return for the financial year ended 31 March 2016**11.1. To approve the Annual Governance Statement 2015-2016**

Resolved: To approve the Annual Governance Statement 2015-2016

11.2. To approve the Accounting Statements 2015-2016

Resolved: To approve the Accounting Statements 2015-2016

12. To consider storage options for Parish Council documents

The Parish Council's documents are stored in many locations and the PC would like the documents to be stored centrally so that they can be easily accessed and safely stored. Cllr Foster contacted Valley Storage, none of the smaller units were available and the larger units were not cost effective.

13. To receive any updates from the Magna Park Community Liaison Group

There was nothing to report.

14. To discuss concerns over the increase in volume and speed of traffic through the village

In addition to the discussion under agenda item number 5.3. it was noted that the removal of the traffic lights on Bill Crane Way in Lutterworth has improved the traffic flow through Bitteswell slightly and the Parish Council was disappointed by the response from the Mobile Safety Camera Unit.

Action: The clerk was asked to contact Leicestershire County Council to ask for advice on traffic calming and to request a meeting with a Highways Officer to try and find a solution to the ongoing issues.

15. To discuss the problem of fly-tipping on Woodby Lane

Harborough District Council is placing camera on Woodby Lane to monitor fly-tipping. The rubbish tends to be 'black' non-recyclable waste rather than 'green' recyclable waste. This is a district wide problem.

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

16.1. 16/00762/FUL

16.2. 16/00777/FUL

16.3. 16/00803/PCD

16.4. 16/00916/TCA

16.5. 16/00894/TCA

As not all members had seen the hard copies of the current applications it was felt that comments could not be made during this meeting.

Action: To review the Parish Council's planning application process.

Action: To include on the agenda for the next meeting.

16.6. This agenda item was moved to the end of the planning matters

16.7. To note/discuss any enforcement cases

None

Lych Gate

The Officer's Report omits all grounds of objection from the Parish Council. The Parish Council asked for our letter to be considered, which it was not. The Parish Council believe that the procedure was not followed properly by Harborough District Council.

Action: Cllr Flint will draft a letter to Harborough District Council to this effect.

16.6. To note Harborough District Council's decision to re-run the planning committee meeting to reconsider IDI Gazeley's application 15/00919/FUL in light of legal advice relating to Bittesby Deserted Medieval Village

Cllr Faircliffe proposed that members of the press and public be excluded from this part of the proceedings in respect of confidential or sensitive information which is prejudicial to public interest can be discussed (Public Bodies (Admission to Meetings) Act 1960)

Resolved: Proposed by Cllr Faircliffe and seconded by Cllr Foster to exclude members of the press and public.

Action: The Parish Council will make a case to Harborough District Council that has failed in their duty to co-operate.

17. Any other business

The **bench** for the Village Green is in situ, the fixing kit has been purchased. The surface needs re-concreting before the bench can be permanently installed. The wording for the plaque for the bench was agreed.

The Parish Council would like to express their thanks to Mark Osbourne for all his help and hard work around the village.

Action: The clerk to write a letter of appreciation

White Cottage: The Parish Council asked our grass contractor to strim the grass at White Cottage as the occupier requested and we now look for reciprocity from the occupier in tidying the garden.

Action: Clerk to contact the owner of White Cottage.

18. To confirm the date of the next meeting

The next meeting date was confirmed for 21st July at 7.00pm

The Chairman closed the meeting at 9.55pm.