

Minutes of the Meeting of Bitteswell with Bittesby Parish Council Held on Monday 18th December 2017 at 7.00pm in Bitteswell Village Hall

Present: Cllr Chris Faircliffe (Chair), Cllr Clive Grimwood, Cllr Margaret Foster, Cllr Flint, Clerk Cathy Walsh and 1 member of the public.

1. To receive any apologies for absence

None.

2. To receive Declarations of Member's Interests

None.

3. To approve the minutes of the meeting held on 16.11.17

Resolved: To approve the minutes as a true record of proceedings.

4. To consider any matters arising from the minutes of the meeting held on 16.11.17

4.1. Local Draft New Local Plan Consultation

The consultation period was extended to 17.11.17. Feedback is expected in January 2018.

4.2. The 40mph Speed Sign on Ashby Lane

The 40mph road sign on Ashby Lane (on the approach from Ashby Parva) is missing. The clerk reported this to Leicestershire County Council (LCC) Highways on 20.11.17.

Action: The clerk to chase up.

4.3. Magna Park, DB Symmetry (ref 15/00865/OUT) & IDI Gazeley (ref 15/01531/OUT)

Application 15/01531/OUT was considered at an Extraordinary Meeting of the Planning Committee on Thursday 23rd November 2017. Following this meeting, a request was received for this decision to be reconsidered by Council. This reconsideration will occur at the meeting of Council on Wednesday 10th January. Cllr Farcliffe will represent BBPC (Bitteswell with Bittesby Parish Council) at the meeting.

4.4. The Register of Gifts and Hospitality – HDC (Harborough District Council)

The PC requested sight of HDC's Register of Gifts and Hospitality who treated the matter as a FOI (Freedom of Information) request. When BBPC initiated its request it quoted 'The Code of Conduct should require the register of gifts and hospitality should be made publicly available.' BBPC requests the meeting of that requirement prior to the Full Council meeting on 10.01.18 and the withdrawing of referral to Freedom of Information.

4.5. Dog Waste

The PC published an article in the newsletter reminding dog owners to put their dog waste in the bin. Further to this there has not been any noted reoccurrence.

5. To note any comments or matters raised by residents

5.1. Snow Warden

A resident has expressed an interest in volunteering as a Snow Warden for the village. The clerk was asked to contact LCC to enquire about the procedure for appointing Snow Wardens.

Action: The clerk.

5.2. Adverse Weather Conditions

Following the recent adverse weather conditions the clerk was asked to express the PC's disappointment at the way the adverse weather was handled by LCC. Many local roads were not gritted and were like ice-rinks.

Action: Clerk to contact the County Councillor.

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

None.

7. Financial Matters

7.1. Accounts for payment

Payee	Description	Totals
Citizens Advice Leicestershire	Funding donation	£40.00
Cathy Walsh	December's salary and allowances	£439.94
E.On	Attend faulty streetlight Ullesthorpe Road	£22.20
E.On	Street lighting maintenance quarter end 31.12.17	£174.84
Total		£676.98

7.2. Bank Reconciliation and Receipts & Payments Summary to 06.12.17

Opening Balance	1-Apr-17	£30,795.06
Receipts to	6-Dec-17	£14,478.00
Payments to	6-Dec-17	-£15,781.87
Closing Balance	6-Dec-17	<u>£29,491.19</u>

The balance carried forward is represented by these funds

Current Account	£3,008.95
Business Reserve account	£26,984.38
Add income received but not yet cleared	£0.00
Less payments made but not yet presented	-£502.14
Bank Reconciliation to	<u>£29,491.19</u>

7.3. To set and approve the Budget for 2018-2019

Resolved: To approve the Budget and Precept for the Financial year 01st April 2018 to 31st March 2019. Attached as appendix A.

The Budget Requirement for 2018-2019 is £11,356.

The Precept requirement is £11,331. This is a 9% or £4.83 decrease in Council Tax per Band D property.

The 2018/19 Tax Base figure is £233.20. (This is based on the number of Band D equivalent properties).

8. To consider the cost of printing documents issued by HDC (e.g. Consultations)

The PC are dissatisfied with HDC supplying insufficient hard copies of documents. The PC would like to consider billing HDC for their printing costs. The PC will also consider whether to budget for printing costs when setting the Precept for 2018/19.

Action: Cllr Flint will draft a letter to HDC.

9. White Cottage – Agreement

BBPC, as the registered owner of the Village Green, has a long-standing commitment to acting as a good custodian. As the PC inherited the agreement it has no flexibility to change any of the content. The PC agreed to formally write to the owner of White Cottage in the New Year.

Action: Cllr Grimwood to draft a letter for the PC's approval.

10. To consider NHT Public Satisfaction Survey Parish Consultation

Action: Cllr Faricliffe to complete on behalf of the PC.

11. Planning Matters

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

11.1.1. 17/01957/FUL | Removal of existing hedge and insertion of an access | Ashby Lodge, Ashby Lane, Bitteswell

Resolved: To make no comment on the application.

11.1.2. 17/02035/TCA | Works to trees (fell) | Newstead, The Green, Bitteswell.

Resolved: To make no comment on the application.

11.1.3. Planning Applications to fell trees

The PC wrote to HDC in October 2017 seeking data on the number of trees in Bitteswell with permission to fell in 2015-2017.

Further to receiving the report from HDC's Tree Officer concerning the felling of trees at Brown Gate Paddock, Manor Road, Bitteswell (17/01672/TCA) questions were raised over the impartialness of the Tree Officer and HDC's policies and management of trees in Conservation Areas.

Action: The PC agreed to write to HDC regarding the felling of trees in a Conservation Area (Cllr Flint).

The PC expressed their concern over the number of trees being felled in a Conservation Area and their inability to have the power to do anything about it.

11.2. To note/discuss any Enforcement cases

Mere Lane/Mere Meadow, Ullesthorpe

Enforcement Officers have tried on two occasions to carry out a full inspection of the encampment, with police assistance. However, the police have not been able to offer assistance due to being called to incidents elsewhere. Enforcement Officers cannot enter such sites without the necessary police cover. It was suggested that HDC employ the use of a drone to inspect the encampment.

11.3. Neighbourhood Plan – Next Steps

The next step of the Neighbourhood Planning stage is setting up an Advisory Committee. This will be the course of action in the New Year.

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

12. Any other business

None.

13. To confirm the date of the next meeting

The date of the next meeting was confirmed as Thursday 18th January 2018 at 7.00pm.

The Chairman closed the meeting at 09.12pm.

Appendix A

INCOME CATEGORIES	Agreed Budget	Agreed Precept	Notes
Council Tax Support Grant	-		
Grants	500.00	500.00	United Charities Grass Cutting
Bank Interest	5.00	5.00	
Other Income	-	-	
Urban Grass Cutting Contribution	747.74	747.74	Urban Grass Cutting Contribution from LCC £747.74.
Return of VAT	1,562.94	1,562.94	
TOTAL	2,815.68	2,815.68	

EXPENSE CATEGORIES	Agreed Budget	Agreed Precept	Notes
Core Staff Costs	5,415.20	5,415.20	
Neighbourhood Plan Staff Costs	282.00	282.00	
Clerk's Allowances	380.00	380.00	
Travel Expenses	100.00	100.00	
Office expenses	300.00	300.00	
Training	100.00	100.00	
Publications	25.00	-	
Subscriptions	250.00	250.00	LRALC & NALC £190.59, CRPE £ 36 & LCR £17
Hire of Hall for PC Meetings	150.00	150.00	
Parish Website	300.00	300.00	Website £250 per year. Email £25 & domain name £25
Accountancy Fees	45.00	45.00	
Street Lighting Consumption	2,500.00	2,500.00	
Street Lighting Maintenance	800.00	800.00	
Green Maintenance	2,000.00	2,000.00	United Charities contribution, last received £700 on 25.03.15.
Village Maintenance/Improvements	150.00	150.00	
Insurance	650.00	650.00	
Audit Fees	160.00	160.00	
Donation to CAB LeicesterShire	50.00	50.00	
British Legion Wreath	40.00	40.00	
Parish Strip	75.00	75.00	Maintenance e.g. for cutting the hedge
Pinfold	50.00	50.00	Maintenance e.g. for planting and weed killing
Contingency: Other	100.00	100.00	
Neighbourhood Plan	100.00	100.00	
AED Consumables	150.00	150.00	Battery £200+ and electrodes £73 - replacement date May 2019
Total	14,172.20	14,147.20	
Total Expenditure - Income	11,356.52	11,331.52	Precept Requirement £11,331