

Minutes of the Annual meeting of Bitteswell with Bittesby Parish Council Held on Thursday 19th May 2016 at 7pm in the Village Hall

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

Cllr Rosita Page (District Councillor), PC Nike Diaper, PCSO Peter Willson, Cathy Walsh (Clerk to the Parish Council) and 4 members of the public.

1. Election of Chair

It was proposed by Cllr Foster, seconded by Cllr Flint that Cllr Faircliffe be appointed as Chairman for the year 2016/17.

2. Election of Vice Chairman

It was proposed by the Cllr Faircliffe, seconded by Cllr Foster that Cllr Flint be appointed Vice Chairman for the year 2016/17.

3. To receive Councillor's Declarations of Acceptance of Office

The Chairman and Vice-Chairman signed the Declaration of Acceptance of Office forms.

4. Apologies for Absence

Apologies were received and accepted from Cllr Grimwood.

5. To receive Declarations Of Member's Interests

None

Report from PC Nike Diaper – Beat Officer for Bitteswell

PC Nike Diaper stated that there had been little crime reported in the village. The only recent crime was a case of anti-social behaviour. The police had carried out speed checks on Ashby Road and issued 15 drivers warnings and 5 drivers speeding tickets.

6. To receive the Chairman's Report for the year ended 31.03.16

Cllr Faircliffe presented his report on the activities of the Council for the year 2015-16, attached as Appendix A.

7. To receive the report from United Charities

This was not available.

8. To approve the Accounts and Financial Statement for the year ended 31.03.16

Resolved: To Accounts and Financial Statement were approved.

9. To adopt the Standing Orders based on NALC's models standing orders

Deferred: This was deferred until the next meeting.

10. To adopt the Financial Regulations based on NALC's model financial regulations

Deferred: This was deferred until the next meeting.

11. To adopt the Expenses Policy

Deferred: This was deferred until the next meeting.

12. To appoint an internal auditor for the coming year

Resolved: To appoint Mrs Julie Morris as the internal auditor.

13. To approve the minutes of the meetings held on 21.04.16 and 21.05.15 (Annual)

Resolved: The minutes of both meetings were approved as a true record of proceedings.

14. To consider any Matters Arising from the minutes of the meeting held on 21.04.16**Litter Pick – Clean for the Queen Campaign**

This is scheduled for Wednesday 08.06.16 at 9.30am.

Action: To publish details in the newsletter

Overhanging trees obscuring signage/Signage dirty and obscuring

The overgrown trees obscuring the school children signage on Lutterworth Road have now been cut back. Cllr Foster contacted Leicestershire Diocese Housing Department who confirmed that it is the tenant's responsibility to keep general garden plants from getting overgrown and the landlord's responsibility to look after high greenery and tall trees.

Action: The situation will be assessed on the 'Village Walkabout' before taking any further action.

Re-Tarmac Village Green Path

Cllr Foster spoke to the architect who confirmed that the posts had been replaced in their original positions. The resurfacing of the path situation is still ongoing.

Action: To inspect before the next meeting or on the 'Village Walkabout'.

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

A resident wanted to thank whoever was responsible for cutting the overgrown trees back which were obscuring the school signage. They also commented that the regular cleaning of the footpath was an improvement.

Litter Bin on the Green – are there any plans to replace this? The litter bin needs a new inner which will be purchased.

Inconsiderate parking on Valley Lane – concerns were raised over inconsiderate parking on Valley Lane and throughout the village.

Action: The clerk will request a reminder to park considerately be issued in the newsletter.

Action: Cllr Foster to put a reminder in St Mary's Primary School newsletter.

16. To note any matters raised by District Councillor

Cllr Page gave a brief synopsis of current issues, including HDC helping and supporting Syrian families, the new Police and Crime Commissioner for Leicestershire, Lord Willy Bach, sport and health and well-being initiatives and Hybrid DB Planning application.

17. Accounts for Payment

Payee	Description	Amount
Cathy Walsh	Clerk's salary & Allowances - April	£349.30
2commune Ltd	Domain name hosting 30.04.16 to 29.04.18	£60.00
Cathy Walsh	Clerk's expenses	£123.51
Bitteswell Village Hall	Hall hire for meetings & clerk interviews	£50.00
2commune Ltd	Website hosting, support & annual licence	£600.00
Cathy Walsh	Clerk's salary & Allowances - May	£509.30
Mark Wilkes	Grass Cutting contract - April (inc verges)	£250.00
Sophie Wetton	Additional hours for handover and training	£338.34
2commune Ltd	Email account domain name 1 year	£30.00

18. To approve the closure of the Yorkshire Bank accounts held by the Parish Council and to transfer the Parish Council banking requirements to new accounts with NatWest.

Resolved: To approve.

19. 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.

Action: Cllr Foster will ask Valley Storage for a quote.

Action: To include on the next meeting's agenda.

20. To consider charging a fee for a recent Freedom of Information request

The Parish Council are entitled to make a charge for FOI requests. However, on this occasion the threshold was not reached and therefore, no charge will be made.

21. To receive an update on the Magna Park Community Liaison Group meeting

Cllr Faircliffe attended the meeting and will circulate the Terms of Reference, Draft Meeting Report and information on how Gazeley Properties are perceived in the community. All agreed they were happy for Cllr Faircliffe to attend the next meeting.

Action: To include on the next meeting's agenda.

22. To consider the quote to re-paint the telephone kiosk

Action: To approve the quote if it falls below the threshold set in the PC's Standing Orders.

23. To approve the preparation of a Neighbourhood Plan in association with 'YourLocale'

Resolved: The Parish Council resolved to prepare their Neighbourhood Plan with YourLocale.

Action: The clerk to contact YourLocale to confirm the Parish Council's decision and to arrange a meeting.

24. To consider obtaining a quote for improvements to the footpath outside The Manor

Improvements have been made, but the footpath still needs raising and re-surfacing. Leicestershire County Council do not have the budget for the improvements and the Parish Council are considering funding or part-funding the improvements.

Action: The clerk to inform Leicestershire County Council that despite the remedial work they carried out on the drainage system it continues to get blocked.

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

Action: Following repeated complaints about surface water not draining adequately the clerk has been asked to escalate the Parish Council's complaint to senior management at Severn Trent.

26. To note any planning matters – New/Unresolved Applications

16/00691/TCA – Works to trees (fell), Stone Croft, The Nook, Bitteswell

Resolved: To make no comment on the application.

Lych Gate - The application was unanimously agreed by committee. The Parish Council requested details of the amendment which they did not receive. A copy of the Officers Report has been asked for.

Extraordinary Planning Committee held on 28.01.16 - The Parish Council sent a letter with their concerns over the way this meeting was conducted. An acknowledgement of receipt has been received from the PA of Verina Wenham (Head of Legal and Democratic Services).

27. To note/discuss any Enforcement cases

Green Farm

Action: The clerk was asked to contact Harborough District Council to enquire why the enforcement case on Green Farm was re-opened, why the residents were informed that this was at the request of the Parish Council and what public interest has been gained by pursuing this matter.

28. Any other business

The Parish Council were thanked for cutting the grass on the Village Green for the **maypole dancing**.

Concerns were raised over **the increase in volume and speed of traffic** in the village. It seems inevitable that this will continue as Magna Park develops.

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

The new **bench** for the Village Green has been delivered and is waiting to be installed.

Correspondence was received regarding a request to move the **signage on Valley Lane** to prevent cluttering.

Action: The clerk to chase up the request with Leicestershire County Council.

29. To confirm the date of the next ordinary meeting

The next meeting date was confirmed for 16th June 2016 at 7.00pm

The Chairman closed the meeting at 9.02pm.

Appendix A**Chairman's Report 2015-2016**Introduction

Another interesting and varied year with plenty to keep us occupied.

My thanks to our hard working councillors who put lots of time and effort in pursuit of their duties. Thanks and best wished to our outgoing clerk, Sophie, who has made a real difference during her time with us.

A warm welcome to Cathy who has taken over as Parish Clerk. She brings with her a wealth of experience and has well established links locally.

I would also like to thank members of the public who come along to our meetings; it gives us some comfort to know that our efforts do not go entirely unrecognised.

Finally my thanks to Rosita, our long suffering District and County Councillor, who is always supportive in our efforts to improve or protect the local environment

H.D.C.

Our hopes for an improvement in relationships with H.D.C. seem to have been without foundation. We still see too many examples of what I would consider to be unprofessional behaviour by officers and a lack of ability or desire to hold them to account by elected members. The comments I have made regarding the enforcement department are still relevant and the planning meeting to consider the DHL site was a perfect example of how an application should not be determined.

Planning

There has been a steady stream of local applications on which we have made comment but the three applications for a significant expansion of Magna Park have added to the work load. The Parish Council are not against the existing Magna Park when the management behaved responsibly but believe that further significant expansion would have a negative impact of the lives of people in the parish.

Neighbourhood Plan

The Parish Council believe that the long term interests of residents are best served by the development of a neighbourhood plan. There should be no significant cost to parishioners but that there will be real benefits in terms of our ability to have some influence and control over future development in the parish.

Villagers will be consulted and fully involved in the development of the plan and I would encourage as many as possible to participate and contribute.