

## **Minutes of the Meeting of Bitteswell with Bittesby Parish Council Held on Thursday 19<sup>th</sup> September 2019 at 7.00pm in Bitteswell Village Hall**

**Present:** Cllr Margaret Foster (Chair), Cllr John Allsopp and Cllr Nigel Chapman  
Clerk Cathy Walsh, District/County Cllr Rosita Page and 1 member(s) of the public.

**1. To receive any apologies for absence**

Apologies were received and accepted from Cllr Flint.

**2. To receive Declarations of Member's Interests**

Cllr Allsopp disclosed a non-pecuniary interest in item 15.1 - 19/01400/TCA | Works to trees (fell) | The Orchard, Valley Lane.

**3. Community Concerns: to receive any updates from Police Officers if in attendance**

Not in attendance.

**4. To approve the Minutes of the Meeting held on 11.07.19**

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

**5. To consider any matters arising from the meeting on 11.07.19**

None.

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

None.

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

All circulated by email.

**8. To receive the 2018 accounting report from United Charities Bitteswell (UCB)**

John Booth, Treasurer of UCB presented the accounting report for year ended 31.12.18. The charity's principal activities continue to be for the general benefit of the inhabitants of Bitteswell. The funds help support social, educational and welfare activities.

The charity also provide funding to the Parish Council towards the cost of grass cutting in the village. John Booth presented a cheque to the Council for £700 for the 2019-20 season.

The new commemorative bench is now in situ at The Pinfold. The Parish Council expressed its thanks to UCB and to Graeme Pearson for their hard work and efforts.

Following notice of resignation, a trustee vacancy has arisen. The Parish Council will consider putting forward suggestions for a suitable person to fill the vacancy by co-option.

**9. Financial Matters**

**9.1. Accounts for payment**

Cheque No.	Payee	Description	Totals
204	Viking	Stationery and toner order	£115.59
205	Grahame Sutton	Trimming the hedge on Ashby Lane - Parish Strip	£96.00
206	Julie Morris	Internal audit for year ended 31.3.19	£60.00
207	Bitteswell Village Hall	Hall hire 11.07.19 and 19.09.19	£20.00
208	Helen Denton-Stacey	Expenses incurred since claim dated 11.07.19	£192.18
209	Mark Osborne	Grass cutting 03.07.19 and 16.07.19	£702.63
210	Mark Osborne	Grass cutting 07.08.19 and 19.08.19	£434.21
211	Leicestershire County Council	1st installment for streetlighting conversion to LED	£2,381.06
212	Information Commissioner	GDPR Data Protection Fee Renewal 23.9.18	£40.00

Sub Total      £4,041.67

*Cheques signed at the meeting*

Cheque No.	Payee	Description	Totals
213	Cathy Walsh	Expenses incurred since last claim dated 11.07.19	£49.65
214	E.On	Street Lighting electricity 01.07.19 to 01.09.19	£674.98
215	Cathy Walsh	Salary & allowances - September	£458.79

Total      £1,183.42

Total      **£5,225.09**

**9.2. Bank Reconciliation to 13.09.19**

Opening Balance	1-Apr-19	<b>£26,607.21</b>
Receipts to	13-Sep-19	£26,743.55
Payments to	13-Sep-19	-£18,341.21
Closing Balance	13-Sep-19	<b>£35,009.55</b>

**The balance carried forward is represented by these funds**

Current Account	£11,230.34
Business Reserve account	£25,042.63
Add income received but not yet cleared	£0.00
Less payments made but not yet presented	-£1,263.42
Bank Reconciliation to	<b>£35,009.55</b>

**9.3. Receipts & Payments Summary to 13.09.19**

Noted.

**9.4. Clerk's Claim for Expenses**

Noted.

**9.5. Neighbourhood Plan Expenditure**

Noted.

**9.6. Neighbourhood Plan Clerk's Claim for Expenses**

Noted.

**9.7. To authorise the Bank Mandate to set up a Standing Order for the clerk's salary and allowances**

**Resolved:** To approve.

**9.8. To authorise the Bank Mandate to update the account signatories**

**Resolved:** To approve the change in signatories on the bank account.

**9.9. 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 is still waiting for a further quote before making a decision.

**Action:** Carry forward to the next meeting.

**9.10. To consider the purchase of a replacement printer for the clerk**

The clerk's current printer is malfunctioning. The clerk will research a suitable replacement.

**Resolved:** To agree in principle to authorise spending of up to £400 for a replacement printer.

**10. Village Hall Committee Matters****10.1. To consider a request from the committee for signage to direct people to the village hall**

The Parish Council considered the committee's request for a brown sign to direct people to the village hall. It agreed that due to the costs involved in sourcing a sign from Highways England this was not an appropriate option to take. It was queried whether a finger post could be added to the sign post on the village green.

**Action:** Cllr Page agreed to confirm who owns the sign post.

**10.2. To consider supporting the committee's grant funding application for hall improvements**

The Village Hall Committee is submitting an application to HDC's Community Grant Fund for funding towards improvements to the Village Hall. The Parish Council wholeheartedly support the application. Cllr Rosita Page is also supportive of the application.

**11. To consider a resident's request to replace a stile for a kissing gate on Valley Lane**

A resident approached the Parish Council for approval to replace a stile with a kissing gate. The cost would be met by the resident.

**Resolved:** The Parish Council resolved, in principle, to support the request as long as it complies with regulations and authority from LCC.

**12. To consider continuing with LCC's 3<sup>rd</sup> Party Urban Grass Cutting Agreement for 2020, 2021 & 2022**

**Resolved:** To continue with the Agreement.

**13. To receive an update on flooding and drainage issues in the village**

The Parish Council informed LCC that many drains in the village, and in particular, those on Lutterworth Road are blocked with mud, grass and debris. During the last downpour this caused flooding over the new footpath.

LCC confirmed that work to clear all the gullies from the junction of Ashby Lane and the junction with the Nook will be undertaken towards the end of October. The remainder of the gullies will be addressed during LCC's routine maintenance programme in January 2020. The Parish Council, supported by Cllr Page, did not feel that the timescales are acceptable. It was also led to believe that the drains would be cleared as part of the improvements to Lutterworth Road footpath.

**Action:** To contact LCC with the above comments.

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

**Resolved:** The Parish Council agreed to take legal advice from LCC and authorised a budget of up to £1,000 to resolve this issue.

**15. Planning Matters****15.1. To note any planning matters – new and unresolved applications**

**19/01401/FUL | Erection of a carport with annex above, conversion of existing carport and erection of first floor front extension | Ashby Lodge, Ashby Lane**

Not all councillors had seen the application, therefore no comments on the application were made during the meeting.

**19/01424/TCA | Works to tree (fell) | Cedar Cottage, Manor Road**

**Resolved:** To make no comment on the application.

**19/01400/TCA | Works to trees (fell) | The Orchard, Valley Lane**

**Resolved:** To make no comment on the application.

**15.2. To note/discuss any enforcement cases**

The following enforcement case was noted: 19/00370/COMS | Elms Farm, Ullesthorpe Road | Temporary consent for mobile has expired and planning permission of staff restroom on site has been approved – mobile needs to be removed.

**15.3. Other Planning Matters**

None.

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

Awaiting the sub-group meeting dates to be confirmed.

**17. Any Other Business****17.1. Using objects to prevent people parking on grass verges**

The Parish Council asked Cllr Page to clarify the legislation over people placing

rocks/stones on council owned highways verges and whether it is an illegal offence to cause road obstructions which could be a nuisance or cause danger to the public and who would be liable, residents or the Council for causing a person to be injured as a result.

**17.2. Newsletter Article**

The Parish Council would like to ask that people be mindful of how and where they park in the village, being aware not to block driveways and pathways nor park on the Green or any of the other grass verges in the village.

**18. To confirm the date of the next meeting**

The date of the next meeting is Thursday 21.11.19.

The chairman closed the meeting at 8.50pm