

Minutes of the meeting of Bitteswell with Bittesby Parish Council Held on Thursday 21st July 2016 at 7pm in the Village Hall

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

PC Nike Diaper, PCSO Peter Willson, Cathy Walsh (Clerk), and 2 members of the public.

1. Apologies for Absence

Apologies were received from Cllr Grimwood.

2. To receive Declarations Of Member's Interests

None.

3. To approve the minutes of the meeting held on 16.06.16

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

4. Affordable Housing Needs Survey | Outcomes and Solutions

Richard Mugglestone from Midlands Rural Housing attended the meeting to discuss the outcome of the survey. The results showed there was a need in the next 5 years for up to 7 affordable homes and 2 open market (sale) for homes for local people within the community. The Parish Council questioned whether there was actually a local need. Bitteswell currently has 5 affordable homes in Deacon Close and 8 Almshouses which local people do not seem to want.

Action: Agenda item for the next meeting.

Police report and updates

PC Diaper reported that last week police officers had been out with the speed gun on Ullesthorpe Road. All cars were adhering to the speed limit. Today police officers visited Ashby Lane with their speed gun and issued 2 tickets to speeding drivers. The drivers were not residents of the village.

Residents are invited to report the registration number of cars speeding to the police. The police can issue a Section 59 warning. This gives police the power to seize the vehicle if they are caught again within 12 months.

PCSO Willson had been in contact with Harborough District Council about fly tipping on Mere Lane and the burnt out caravan which is awaiting removal. The caravan is full of asbestos.

The Parish Council discussed speed calming measures and the police advised that chicanes are more effective for reducing speed than speed humps. Responding to a question concerning the deployment of a speed camera funded by the Parish Council, a police representative said that she would look into the issues to be considered.

Local police officers supported the Lutterworth Charity 5 Mile Race and reported that there were no complaints and it was well organised.

5. Matters Arising - To consider any matters arising from the Minutes of the Meeting held on 16.06.16

5.1. Lutterworth Road footpath

It was confirmed that 28 families from Lutterworth attend St Mary's School in Bitteswell.

5.2. White Cottage

Following a complaint made by the resident of White Cottage the Parish Council cut the grass by White Cottage. The Parish Council contacted the resident to request that they tidy up the front garden.

Action: To confirm whether the resident is the owner of tenant of the cottage.

6. To note any comments or matters raised by residents, at Chairman's discretion**6.1. Memorial Bench on Village Green**

The existing concrete base needs repairing. Quotes will be obtained from contractors. A fixing kit has been purchased which will temporarily fix the bench into the existing base until it can be permanently fixed. The plaque is ready to be fixed to the bench.

Action: Cllr Foster and Cllr Faircliffe will obtain quotes.

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

6.2. To receive an update on the handrail over the cobbles

The Parish Council will attempt to progress its installation.

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

None.

8. Financial Matters**8.1. Accounts for Payment**

Date	Voucher no.	Cheque No.	Payee	Description	Totals
21/07/16	e17-23	786	E.On	Electricity consumption 01.04.16 to 30.06.16	£559.48
21/07/16	e17-24	787	Cathy Walsh	Clerk's salary & Allowances - July	£447.86
21/07/16	e17-25	788	Cathy Walsh	Clerk's expenses	£38.25
21/07/16	e17-26	789	MJ Wilkes	Grass cutting contract - June	£250.00
21/07/16	e17-27	790	Margaret Foster	Reimbursement for plaque and engraving for bench	£45.00
21/07/16	e17-28	791	Margaret Foster	Reimbursement for fixing kit for bench	£36.00

Total £1,376.59

The PC resolved to pay the clerk for the additional hours worked outside her contracted hours.

Resolved: Cllr Flint proposed and Cllr Faircliffe seconded the resolution.

8.2. Financial Statement – Bank Reconciliation to 05th July 2016

		£
Opening Balance	1-Apr-16	<u>£33,717.79</u>
Receipts to	5-Jul-16	£7,090.04
Payments to	5-Jul-16	-£6,544.57
Closing Balance	5-Jul-16	<u><u>£34,263.26</u></u>

The balance carried forward is represented by these funds

	£
Current Account	£2,689.70
Business Reserve account	£32,636.94
Add income received but not yet cleared	£0.00
Less payments made but not yet presented	-£1,033.38
Bank Reconciliation to	<u><u>£34,293.26</u></u>

The £30.00 difference between the Closing Balance and Bank Reconciliation is due to a cheque for village hall hire in October to December 2015 that was lost and is now out-of-date. The payment has been re-issued on cheque number 781.

9. Parish Council Website

9.1. To approve an application for funding from the Transparency Fund to comply with the Transparency Code.

Resolved: To approve the application.

9.2. To consider the additional staff costs of setting up, populating and migrating content to the new Parish Council website

Resolved: The clerk to keep a record of the extra hours it takes to set up the new website and the Parish Council will pay her for the additional hours.

10. To review the Parish Council's Procedure for Processing Planning Applications

Due to time constraints Parish Council's comments on Planning Applications are not always being formally agreed in a public meeting. Discussions were made about how this could be rectified in order for the Parish Council to correctly follow procedures within the tight timescales set by Harborough District Council. One option is to set up a Planning Committee. The clerk was asked to contact LRALC to clarify the regulations on committees and meetings.

Action: The clerk.

11. To approve the purchase of a litter bin for the Village Green

Resolved: To purchase a new bin costing £206.35.

12. To receive an update of the following**12.1. The condition of the drainage in the village**

Within their duties and powers, the Parish Council has the power to maintain footpaths. With this in mind it may be possible for the Parish Council to carry out the work and ask Leicestershire Highways to contribute.

Action: To contact Severn Trent Water again for an update on flushing the drains

Action: To find out who has taken over from Mike Sheldrake in the Flood & Water Management Team at LCC.

Action: To ensure that Mike Sheldrake's successor receives copies of all recent correspondence between the PC and Mike Sheldrake.

12.2. Speeding traffic through the village

Covered under item 'Police report and updates'

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

12.3. Neighbourhood Plan

The Parish Council are committed to producing a Neighbourhood Plan. The designated neighbourhood area needs to be agreed.

Action: The Clerk to organise a meeting for all councillors to attend to decide on the designated neighbourhood area.

13. To consider a request to deregister as Village Green of the Powell Row Land

Resolved: The Parish Council agreed to write the following statement to the Powell & Welch Trustees: 'We confirm to the best of our knowledge that the Village Green is correct as indicated on the Land Registry document, a copy of which is enclosed. We have no legal interest in the land on which the Almshouses stand or their gardens'.

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

14.1. 16/01067/PCD - Discharge of condition 5 (habitat creation) of 16/00359/FUL | Sewage Works, Mere Lane, Bittesby

Resolved: To make no comment.

14.2. 16/01027/FUL - Conversion of outbuildings/erection of a single storey rear extension between main dwelling and outbuildings | Inshalla, Hall Lane, Bitteswell, LE17 4LN

Resolved: To make no comment.

14.3. 16/00984/FUL - Erection of an agricultural building | The Brambles, Ashby Lane

Resolved: To make no comment.

14.4. To receive an update on the Extraordinary Planning Committee meeting held on 13.07.16

The Planning Committee approved the application. The transcript of the meeting is available to download from Harborough District Council's website. The Parish Council are considering forwarding their concerns over HDC's conduct in this matter to MP Alberto Costa.

14.5. To note/discuss any Enforcement cases

Cllr Faircliffe and Cllr Foster met with David Atkinson - Head of Planning and Regeneration at HDC. They found the meeting to be very unproductive.

15. Any other business

A-roads to Zebras Consultation - have your say on how LCC look after Leicestershire's roads, pavements and verges in the future. Have your say until midnight on **Sunday 25 September 2016**.

The Parish Council received a grant funding request from **Magna Park Is Big Enough** to cover poster printing costs.

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

16. To confirm the date of the next meeting

The next meeting date was confirmed for 15th September 2016 at 7.00pm

The Chairman closed the meeting at 9.30pm.