

**Minutes of the Meeting of Bitteswell with Bittesby Parish Council
Held at Bitteswell Village Hall on Thursday June 16 2022 at 7.00pm**

Present: Cllr Margaret Foster (Chair), Cllr John Allsopp, Cllr Nigel Chapman and Cllr Iain Millington
Clerk Cathy Walsh, District/County Councillor Rosita Page and 0 member(s) of the public.

1. To receive any apologies for absence

None.

2. To receive Member's Declarations of Interests

None.

3. To approve the minutes from the meeting on 04 May 2022

The minutes were approved as a true record of proceedings.

4. To review any matters raised from the minutes of the meeting held on 04 May 2022

Jubilee Celebrations

The celebrations were very well received in the village. The organising committee and all those involved behind the scenes worked extremely hard to make the event a success.

The Parish Council has purchased commemorative Platinum Jubilee coins. These will be given to the children living in the village. The minimum order quantity for the coins was 100 and it is anticipated there will be a small number of surplus coins, these will be available for sale at their purchase cost of £3.10.

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

Cllr Page circulated her report and all updates prior to the meeting.

6. To note any comments or matters from residents

6.1. Overgrown shrubs and debris on the Village Green

A resident reported that an area of Village Green is overgrown with shrubbery and littered with debris. The council will obtain advice and an estimate of the cost involved to restate the area.

7. Financial Matters

7.1. To approve the accounts for payment

Resolved to approve the accounts listed below for payment.

Ref No.	Method	Payee	Description	Total
e23-08	SO	DCK Payroll Solutions	Payroll - April	£36.00
e23-09	DD	Tesco Mobile	Mobile phone contract	£12.99
e23-10	Chq	Miss Constanze Bell	Legal fees, White Cottage	£3,000.00
e23-11	Chq	2Commune Ltd	Website, Responsive template upgrade	£900.00
e23-12	Chq	Zurich Municipal	Insurance premium 01.06.22 to 31.05.22	£1,128.97
e23-13	Chq	SE & JR Morris	Internal Audit fee 2021/22	£80.00
e23-14	SO	Cathy Walsh	Salary - May	X
e23-15	SO	DCK Payroll Solutions	Payroll - May	£36.00
e23-16	DD	Tesco Mobile	Mobile phone contract	£12.99
e23-17	Chq	Bitteswell Village Hall	Hall hire 04 and 05 May 2022	£20.00
e23-18	Chq	Helen Denton-Stacey	NP Hours and expenses for Apr & May 2022	X
e23-20	Chq	Kingsmead Marquees Ltd	Contribution towards marquee hire for Jubilee	£250.00
e23-21	Chq	Mrs P Burrell	Jubilee coins & presentation boxes x 100	£369.60
e23-22	Chq	Mark Osborne	Village Green grass cutting April and May	£800.00
e23-23	Chq	Mark Osborne	Mowing of Churchyard Extension Mow #1	£330.00
e23-24	Chq	HMRC	PAYE Q1	£85.80

7.2. To approve the Bank Reconciliation to 10 June 2022
Resolved to approve the Bank Reconciliation.

Opening Balance	1-Apr-22	£27,963.26
Receipts to	10-Jun-22	£13,796.93
Payments to	10-Jun-22	-£8,312.55
Closing Balance	10-Jun-22	£33,447.64

The balance carried forward is represented by these funds

Current Account	£6,192.04
Business Reserve account	£27,387.28
Add income received but not yet cleared	£0.00
Less payments made but not yet presented	-£131.68
Less unrepresented payments from 2021-2022	£0.00
Bank Reconciliation to 10-Jun-22	£33,447.64

7.3. To note the Receipts & Payments Summary to 10 June 2022
Resolved to approve the Receipts & Payments Summary

7.4. To approve the Clerk's expenses claim
None claimed.

7.5. To note the Neighbourhood Plan expenditure
Noted.

Approved & Signed:

7.6. To approve the Neighbourhood Plan Clerk's expenses claim

Resolved to approve.

8. To approve the bank mandate to update account signatories

Resolved to approve the mandate.

9. To review and confirm arrangements for insurance cover for 2022-2023

Resolved the council agreed to take out a 5 year Long Term Agreement with Zurich Municipal. Zurich has received an up to date list of the Council owned assets which have been included in the insurance cover accordingly.

10. To consider a request for a bench in memory of Reg Flint

Reg's family would like to provide a memorial bench in the village. The Council considered where this could be placed and struggled to find a suitable location. Alternative ways to honour Reg's memory will be suggested to the family.

11. To receive an update on Lutterworth Road Footpath

Due to the lack of rain recently, this item will be carried forward to the next meeting.

12. To receive an update on the MVAS

The required licence from Leicestershire County Council has been received. Mark Osborne will install the MVAS on the street lighting column opposite the Man at Arms Public House. The MVAS will be rotated around the 4 sites in the village at quarterly intervals.

13. Planning Matters**13.1. To review and comment on any new planning applications**

None.

13.2. To note/consider any other planning matters or unresolved applications

None.

13.3. To note any enforcement cases

None.

13.4. To receive an update on the Bitteswell Neighbourhood Plan

The Parish Council submitted its agreed responses and recommendations to YourLocale in response to the Regulation 14 Pre-Submission and the document with the revisions has been returned to Cllr Allsopp for checking.

14. Any other Business**S106 funding from Lutterworth East**

Cllr Page confirmed that S106 funding can only be used for projects relating to the development and as such the construction of a footpath on Hall Lane will not fall under this remit.

Jubilee Organising Committee

The committee would like to hold an informal picnic on the Village Green to celebrate Summer Solstice. The Parish Council is happy for this to go ahead on the condition that there are no vehicles on the Green, naked flames or BBQs.

15. CLOSED SESSION – Council to resolve to go into closed session in accordance with the Public Bodies (Admissions to Meetings) Act 1960 for the following item(s) on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted

There were no members of the public present.

16. To receive an update on The White Cottage

The barrister has been paid and the Council await proceedings to commence.

17. To confirm the date of the next Parish Council meeting.

The date of the next meeting is Wednesday 31 August 2022 at 7pm.

The meeting was closed at 7.53pm.