

Minutes of the Meeting of Bitteswell with Bittesby Parish Council Held on Thursday 15th June at 7.30pm in the Village Hall

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

1. To receive any apologies for absence

None.

2. To receive Declarations of Member's Interests

None.

3. Neighbourhood Plan & the Designated Area with Gary Kirk from YourLocale

The village of Bitteswell up to the boundary of Magna Park, excluding Bittesby has received formal designation. The Parish Council would like to revisit this as they are concerned that residents of Bittesby will be disadvantaged by being outside of the designated area.

Gary Kirk suggested writing to HDC (Harborough District Council) to explore the options available to address this situation and to ask for their advice prior to submitting a formal application.

The Parish Council would like HDC's views to either vary the designated area to include Bittesby (effectively designating the whole Parish with the exception of Magna Park) or alternatively applying for a second Neighbourhood Area within the Parish to cover the Bittesby parcel of land, therefore undertaking two Neighbourhood Plans within the Parish.

There may also be another option to explore, as the neighbouring Parish of Ullesthorpe, which borders Bittesby, is considering undertaking a Neighbourhood Plan and if acceptable to the residents of Bittesby and to Ullesthorpe Parish Council, the Parish Council would be willing to consider the Neighbourhood Area for the Ullesthorpe Neighbourhood Plan being extended beyond the Parish boundary to incorporate Bittesby, thereby helping to safeguard the interests of Bittesby residents.

The Parish Council agreed unanimously with Gary Kirks suggestions to put forward to HDC.

Gary Kirk explained the next steps of progressing the Neighbourhood Plan, this involves establishing an advisory committee and involving members of the public. Ideally the committee would consist of 6-8 people (which includes 2 members of the Parish Council). It is also a good idea to hold an open event to invite all residents.

YourLocale will apply for funding on behalf of the Parish Council. 'Locality' will provide up to £9,000 of funding, although this has to be spent within 6 months or Locality will take it back.

The Parish Council asked Gary Kirk for an update on the progress of the Neighbourhood Plan every 4-6 weeks.

4. Financial Matters

4.1. Annual Return - To the Annual Governance Statement 2016-2017

Resolved: The Annual Governance Statement was unanimously approved.

4.2. Annual Return – To approve the Accounting Statements 2016-2017

Resolved: The Accounting Statements were unanimously approved.

4.3. Accounts for payment

Cheques signed prior to the meeting

Cheque No.	Payee	Description	Totals
50	Zurich Municipal	Insurance 01.06.17 to 31.05.18	£618.85
Sub Total			£618.85

Cheques signed at the meeting

Cheque No.	Payee	Description	Totals
51	Cathy Walsh	June's salary & allowances	£439.94
52	Cathy Walsh	Clerk's expenses	£12.78
53	Julie Morris	Internal audit fee for year end 31.03.17	£60.00
54	Bitteswell Village Hall	Hall hire for 10.05.17	£15.00
55	Viking	Toner, paper and postage stamps	£70.51
56	E.On	Street lighting maintenance quarter end 31.6.17	£174.84
57	Mark Osborne	Grass Cutting (2 cuts) Inv No: 11 - 15.06.17	£250.00
Sub Total			£1,023.07
Total			£1,641.92

4.4. Bank Reconciliation and Receipts & Payments Summary to 05.06.17

Opening Balance	1-Apr-17	£30,795.06
Receipts to	5-Jun-17	£6,093.00
Payments to	5-Jun-17	-£3,879.20
Closing Balance	5-Jun-17	£33,008.86

The balance carried forward is represented by these funds

Current Account	£3,839.43
Business Reserve account	£29,712.15
Add income received but not yet cleared	£0.00
Less payments made but not yet presented	-£542.72
Bank Reconciliation to 5-Jun-17	£33,008.86

5. To approve the minutes of the meeting held on 18.05.17

Resolved: Subject to the following amendments, the minutes were approved as a true record of proceedings.

Item 14.2. To include the following sentence 'research into a suitable weatherproof material to minimise any percussion'.

Item 22.2. This should read 'A Country' not 'A County Churchyard'

6. To consider any Matters Arising from the minutes of the meeting held on 18.05.17

6.1. Magna Park Liaison Group – Lighting at Magna Park

The clerk was asked to contact Harborough District Council (HDC) to request sight of the lighting conditions which were applied when planning permission was granted for Unit 2110. The response from HDC was not particularly helpful.

Action: Cllr Faircliffe and the clerk to follow up.

6.2. White Cottage – agreement regarding the gardens and the Village Green

The PC were still waiting for the owner of White Cottage to sign and return a copy of the agreement. It was agreed to draft a letter to the owner to say that the PC are considering legal advice to pursue the matter.

Action: The clerk to draft a letter and contact LRALC for advice and solicitor recommendations.

6.3. To review the handrail over the cobbles

The Parish Council are still trying to find a satisfactory solution to resolve this. They are trying to find out where the utility pipes run under the cobbles. Severn Trent Water marked out their pipes as they were working in the area.

Action: The clerk to contact Highways to seek an authoritative opinion

7. To note any comments or matters raised by residents

Bus Shelter – a resident attended the meeting and raised their concerns over the height of the bus shelter. The PC believe that the height of the shelter has not changed since 1952. The resident asked why it has not been raised to a regulated height. The PC informed the resident that the regulated height does not apply to existing bus shelters.

Action: The PC agreed to reflect on the comments made by the resident and to include on the agenda for the next meeting.

Action: The clerk to try and obtain a quote to raise the height of the bus shelter.

Action: To investigate a suitable weatherproof material to minimise any percussion.

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

None.

9. To consider purchasing a Moveable Vehicle Activates Sign (MVAS)

The clerk contacted Ullesthorpe, Claybrooke Magna and Claybrooke Parva Parish Councils to see if they would be interested in sharing the cost of a MVAS. Ullesthorpe Parish Council confirmed that they already have a device, Claybrooke Magna will consider the proposal at their next meeting in July and Claybrooke Parva are yet to reply.

Action: To defer until the next meeting.

10. Coventry Airport Consultation

The consultation period has commenced. The PC would like to see a large scale map showing the current and proposed holding areas and the height of aircraft.

Action: The clerk.

The PC agreed to delegate authority to Cllr Faircliffe to make representations on behalf of the PC if the consultation period ends before the next PC meeting.

11. Draft New Local Plan Consultation

The Draft New Local Plan has been published today.

Action: The clerk to try and obtain a hard copy and details of the consultation arrangements.

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

12. The provision of a plan of the Parish which identifies each property therein by name

The PC would like a map of the parish which identifies each property by its name. This is particularly useful when dealing with planning applications, traffic calming, signage etc.

Action: The clerk to make enquiries.

13. Village Walkabout – Issues to note

Bus Shelter

See agenda item 7.

Annual Tree Inspection

Action: The clerk was asked to contact Total Tree Services Ltd to conduct the annual tree inspection and in particular to check the bracing on the Chestnut Tree on the Village Green.

Overhanging/Overgrown Trees & Foliage

Action: The clerk to contact Leicestershire County Council to report the overhanging trees on the Lutterworth Road and into Lutterworth.

Action: To include an article in the newsletter to remind residents to cut back any overhanging trees/foliage on their property.

Street Lamp

The lens on the street lamp outside The Vicarage on Lutterworth Road is hanging down.

Action: Clerk to report to E.On.

Pavement Weeds

The pavement on the houses opposite the church is overgrown with weeds.

Action: To report to LCC Highways.

14. Planning Matters

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

14.1.1. 17/00792/FUL, Halcyon House, Valley Lane, Bitteswell

Resolved: To make no comment.

14.1.2. 17/00865/AGR, Bitteswell Farm, Ashby Lane

Resolved: To make the following comments:

The development, if permitted, further extends the site towards Bitteswell reducing the separation by 20%. It would be development in the open countryside. There is no established need for this storage. Recent planning history indicates that storage buildings have been declared redundant. There is space to accommodate this proposal within the current site. This is not apparent as the plans provided are inaccurate. If granted the building should be conditioned for demolition if it is no longer needed for agricultural storage.

14.1.3. 17/00877/FUL, Mast Site, Harrier Parkway, Magna Park

Resolved: To make no comment.

14.1.4. 17/00914/NOT, Halcyon House, Valley Lane, Bitteswell

As 14.1.1. – (Householder Notification).

14.1.5. 17/00942/FUL, 2 Bitteswell Business Park, Ullesthorpe Road, Bitteswell

This is a retrospective planning application. The Parish Council are minded to object, however, they are waiting for the paperwork to arrive.

14.2. To note/discuss any Enforcement cases

None.

15. Any other business

15.1. Lutterworth Sign

The Parish Council agreed that Cllr Flint should go ahead and make enquiries to get the 'Lutterworth' sign re-located into the parish of Lutterworth.

15.2. Ethical Governance Committee

HDC are seeking nominations. The Parish Council were in agreement for Cllr Faircliffe to put himself forward.

15.3. Clerk's Hours

The clerk will continue to record her hours and report back to the Parish Council on a regular basis with the number of hours worked. The Parish Council also agreed to pay the clerk for any the additional hours owed.

Action: To approve and pay the additional hours at the next meeting.

16. To confirm the date of the next meeting

The next meeting date was confirmed as Thursday 20th July at 7.00pm.

The Chairman closed the meeting at 8.25pm.