

Minutes of the meeting of Bitteswell with Bittesby Parish Council Held on Thursday 19th January 2017 at 7pm in the Village Hall

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

1. Apologies for Absence

None.

2. To receive Declarations of Member's Interests

None.

3. To approve the minutes of the meeting held on 15.12.16

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

4. Matters Arising - To consider any matters arising from the Minutes of the Meeting held on 15.12.16

4.1. Trustee nomination for United Charities Bitteswell (UCB)

There has been no response to the adverts for the United Charities trustee vacancy and the two vacancies on the Parish Council.

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

4.2. Budget & Precept for 2017-2018

The Parish Council discussed the rise in the Precept for 2017-2018. This is predominantly due to the increase in clerk's salary and workload during 2016-2017. Some of the extra workload was due to one-off costs. For example, the training and handover period for the newly appointed clerk and setting up the new website.

However, a historical review of the clerk's working hours over the last year and the extra workload generated by the preparation of the Neighbourhood Plan, supports the need to increase the contracted hours. It is forecasted that this could be an extra 2 hours per week and therefore the Parish Council budgeted for this amount when setting the Precept.

It was noted that items of expenditure such as Clerk's Salary should come from revenue expenditure rather than capital expenditure.

4.3. Deregister as Village Green of the Powell Row Land

The consultation period on the application has now ended. The Parish Council expect to receive notification from Leicestershire County Council's Legal Team before their next meeting.

4.4. To consider the damage to the streetlight on Lutterworth Road

The insurance claim form is ready for submission.

4.5. Neighbourhood Plan

The consultation period for the application regarding the designation of a Neighbourhood Area has now closed.

Action: To contact Gary Kirk from YourLocale for an update.

5. To note any comments or matters raised by residents

5.1. Lutterworth Road Footpath

A resident expressed his thanks for the recent improvements made to the path by The Manor House. The improvements are down entirely to the efforts and hard work of Mark Osborne

Action: To write to Mark Osborne to express Parish Council's gratitude and appreciation.

For a number of years the Parish Council has been trying to rectify the footpath problems in conjunction with Severn Trent Water and Leicestershire County Council. Further improvements to the drainage and steps to stabilise the soil need undertaking.

5.2. Parish Council Website

A resident commented that the new website is a significant improvement on the previous website. The Parish Council wanted it formally noted that they are very happy with the website and the excellent job the clerk has made in setting up and maintaining the website.

6. To note any matters raised by the District/County Councillor - None.

7. Financial Matters

7.1. Accounts for Payment

Cheque No.	Payee	Description	Totals
31	E.On	Electricity consumption 01.10.16 to 31.12.16	£652.92
32	Cathy Walsh	Clerk's salary and allowances - January	£446.09
33	Glasdon UK Ltd	New litter bin liner (bin by the Bus Stop)	£48.72
34	Cathy Walsh	Clerk's expenses	£8.73
Total			£1,156.46

7.2. Financial Statement – Bank Reconciliation to 13th January 2017

Opening Balance	1-Apr-16	<u>£33,717.79</u>
Receipts to	13-Jan-17	£14,512.32
Payments to	13-Jan-17	-£16,480.47
Closing Balance	13-Jan-17	<u>£31,749.64</u>

The balance carried forward is represented by these funds

	<u>£</u>
Current Account	£3,195.19
Business Reserve account	£29,710.91
Add income received but not yet cleared	£0.00
Less payments made but not yet presented	-£1,156.46
Bank Reconciliation to	<u>£31,749.64</u>

Approved & Signed:

Date: 16.02.17

8. To consider setting up a Neighbourhood Watch Scheme

It is not within the Parish Council's remit to set up a Neighbourhood Watch Scheme. They will however offer support and encouragement for any volunteers who wish to coordinate setting up a scheme.

Action: To forward information to the resident who asked about the scheme and to discuss at the next meeting if the police representative is in attendance.

9. Speed Enforcement

9.1. Fixed speed camera – to note the government criteria for the installation of fixed speed cameras

The Parish Council are gravely disappointed that the government criteria for the installation of fixed speed cameras makes it impossible for them to pursue the matter further.

9.2. To consider Misterton with Walcote Parish Council's request to share the purchase of a Mobile Vehicle Activated Sign (MVAS)

The initial reaction to the request was positive. However, the Parish Council would like to consider this further.

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

10. To receive an update of the following

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

A copy of the agreement will be sent to the occupant for their records and for signing.

10.2. The condition of drainage in the village

This was mainly discussed under Matters Arising. The Land Agent for Severn Trent Water has been provided with contact details of the Manor House occupants.

Action: The clerk to request that the Land Agents now formally contact the occupants to gain permission to access their land.

11. Planning Matters

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

11.1.1. 16/01996/FUL | Widening of existing access from 4.4 metres to 6.8 metres, erection of replacement access gates (including galvanized gates and posts) | Lutterworth Rugby Football Club Ashby Lane Bitteswell

Resolved: The Parish Council wanted the following statement noted: 'the entrance of 6.8 meters is excessively wide and not in keeping with the rural environment'.

11.1.2. Harborough District Council's Five Year Housing Land Supply

In 2015-2016 HDC completed the supply of 636 dwellings. This figure does not take into account the total number of houses actually built in their 5 year plan.

11.1.3. District Plan

When the draft version of the District Plan is available for consultation, the Parish Council can put forward their representations.

11.1.4. Local Plan

CLLr Flint provided information on the Local Development Scheme for circulation.

11.1.5. DB Symmetry – Judicial review

The Judicial Review is expected to take place during the summer 2017.

11.2. To note/discuss any Enforcement cases

None.

12. Any other business

Grass Cutting Contract

The Parish Council has heard rumours that their current grass cutting contractor will no longer be providing the service in 2017.

Action: The clerk to obtain formal confirmation.

Action: Agenda item for the next meeting.

13. To confirm the date of the next meeting

The next meeting date was confirmed for 16th February 2017 at 7.00pm

The Chairman closed the meeting at 8.25pm.