

Minutes of the Meeting of Bitteswell with Bittesby Parish Council Held on Thursday 20th September 2018 at 7.00pm in Bitteswell Village Hall

Present: Reg Flint (Chair), Cllr Grimwood, Cllr Foster, Clerk Cathy Walsh, and 11 member(s) of the public.

1. Election of Chairman

Following the resignation of Chris Faircliffe, Cllr Flint was elected as Chairman of the Parish Council. Cllr Flint signed the Declaration of Acceptance of Office form.

2. To receive any apologies for absence

None.

3. To receive Declarations of Member's Interests

None.

4. To approve the minutes of the meeting held on 19.07.18

Resolved: To approve the minutes as a true record of proceedings.

5. To consider any matters arising from the minutes of the meeting held on 19.07.18

Memorial bench to commemorate the centenary of the end of World War One

The Parish Council has registered its interest in purchasing a bench to Harborough District Council (HDC).

Mobile Vehicle Activated Sign (MVAS)

The 4 additional fixing brackets have now been purchased.

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

Overgrown bushes and trees

A resident reported that the bushes and trees by West End Cottage and Westendun are overgrown and would benefit from being cut back.

Action: The Parish Council to inspect.

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

Cllr Page was not in attendance, but circulated matters via email to the Parish Council.

8. To consider what measures to take to fill the three casual vacancies on the Parish Council

The Parish Council need to fill the councillor vacancies. Currently it has 3 members (the minimum required to remain quorate) and 3 vacancies. It agreed to produce a flyer to be sent to all residents of the Parish with information on how to become a Parish Councillor. It is expected that this will be distributed alongside the Swift Flash. In the meantime the Parish Council would like to encourage residents to come forward.

9. Financial Matters

9.1. Accounts for payment

Cheques signed prior to the meeting

| Payee | Description | Totals |
|--------------|---|---------|
| Mark Osborne | Village Green grass cutting x1 cut 12.07.18 | £150.00 |
| Cathy Walsh | August's salary and allowances | £446.69 |
| Sub Total | | £596.69 |

Cheques signed at the meeting

| Payee | Description | Totals |
|-------------------------------|--|-----------|
| Viking | Stationery order (stamps, toner, paper etc) | £128.45 |
| Mark Osborne | Village Green grass cutting x1 cut 27.08.18 | £150.00 |
| Information Commissioner | ICO (Data Protection) Registration A8396260 | £40.00 |
| Ladywell Accountancy Services | RTI & PAYE 2018/2019 | £45.00 |
| Cathy Walsh | September's salary and allowances | £446.69 |
| PKF Littlejohn LLP | AGAR 2017/18 | £240.00 |
| Cathy Walsh | Expenses - August & September 2018 | £32.48 |
| Bitteswell Village Hall | Hall hire July & September 2018 | £20.00 |
| E.On | Streetlighting maintenance for quarter ending 30.09.18 | £174.84 |
| Total | | £1,277.46 |

9.2. Bank Reconciliation and Receipts & Payments Summary to 13.09.18

| | | |
|-----------------|-----------|-------------------|
| Opening Balance | 1-Apr-18 | £27,970.55 |
| Receipts to | 13-Sep-18 | £14,447.53 |
| Payments to | 13-Sep-18 | -£9,265.84 |
| Closing Balance | 13-Sep-18 | £33,152.24 |

The balance carried forward is represented by these funds

| | | |
|--|------------|-------------------|
| Current Account | £7,240.36 | |
| Business Reserve account | £26,994.50 | |
| Add income received but not yet cleared | £0.00 | |
| Less payments made but not yet presented | -£1,082.62 | |
| Bank Reconciliation to | 13-Sep-18 | £33,152.24 |

In the Receipts & Payments Summary sheet, against 'Subscriptions' the Parish Council has overspent against the agreed budget. The reason for this is the unexpected cost of registering with the Information Commissioner to comply with the new General Data Protection Regulations.

9.3. Action to update the bank account mandate

Action: To review at the next meeting.

10. To discuss the progress of the Agreement for White Cottage

The PC is seeking legal guidance, Chris Faircliffe had previously agreed to approach the recommended solicitor.

Action: The clerk to check the progress of this with Chris Faircliffe.

11. Planning Matters

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

For the benefit of residents in attendance at the meeting, the Parish Council explained the planning process procedure and its role as a statutory consultee,.

11.1.1. 18/01482/LBC | & 18/01481/FUL Demolition of existing garage and summerhouse, erection of detached dwelling with garages and associated landscaping. | Turnpike Lodge, The Green, Bitteswell

As the construction of a dwelling in a garden can be classed as ‘Garden Grabbing’, Cllr Flint agreed to draft a letter seeking information on HDC’s ‘Garden Grabbing’ policy.

Action: Cllr Flint.

11.1.2. 18/01345/FUL | Installation of three roof lights | Woodcroft Ashby Lane

Resolved: To make no comment.

11.1.3. 18/01392/CLU | Certificate of Lawfulness of Existing Use for the use of a mobile home as a residential dwelling | Meadows Farm Ullesthorpe Road

Resolved: To support the application.

11.1.4. 18/01280/OUT | Outline application for the erection of 4 dwellings with associated garages and access road (access to be considered) | West End Farm, West End (Consultation period expired on 31.08.18). To discuss the letter of appeal received from a resident

As the consultation period of the application has expired, the Parish Council is unable to submit its official response/comments to Harborough District Council. To do so, the Parish Council must agree its comments in a public meeting. The consultation dates did not coincide with the Parish Council’s meeting dates and the option to hold an Extra-Ordinary Meeting of the Parish Council was not feasible. The Parish Council does not have any powers to suspend planning applications and its request to HDC for an extension to the deadline was not granted.

The Parish Council did contact the Planning Case Officer, to ask whether the application breaches any planning policies, particularly of development in the countryside, beyond the limits of developments or any density issues.

Cllr Flint read out a letter from a resident. In essence, the letter is aimed at the conduct of the previous Chairman of the Parish Council and his timing in submitting

his planning application. It suggests that the delay in the Parish Council progressing its Neighbourhood Plan was to enable the development to progress. The Parish Council is resolute in its opinion that this is not true. Chris Faircliffe was the driving force behind the production of a Neighbourhood Plan for the parish and the delays over the summer in setting up a meeting to progress the plan (which has been scheduled for 27.10.18) bears no relation to the planning application.

The Parish Council believes it has followed the correct processes in relation to the above and suggested that residents may find it beneficial to direct any further concerns to senior members/Planning Officers at Harborough District Council.

11.2. Planning applications to fell trees & Tree Preservation Orders: to suggest potential trees suitable for a TPO

The PC identified potential trees that may be suitable for a TPO during its village walkabout. A record of the trees concerned was made.

11.3. To note/discuss any Enforcement cases

None.

**11.4. Other Planning Matters
Harborough Local Plan Inspection**

Planning Inspector Jonathan Bore has been appointed to undertake an independent examination into the soundness of the Plan. The examination is due to commence on 08 October 2018 at Harborough District Council offices. The PC has registered its interest in being involved with the inspection to the Programme Officer.

Five Year Housing Land Supply

In July 2018 the Government published a new NPPF (National Planning Policy Framework) which contains some changes to how the 5 year land supply should be assessed. The revised figure shows that HDC has 6.94 years of supply for the period 1 April 2018 to 31 March 2023.

11.5. Neighbourhood Plan – Next Steps

The next Neighbourhood Plan meeting has be scheduled for Saturday 27th October at 10.00am until 12.00pm in the Village Hall. The consultant appointed by the Parish Council, Gary Kirk from YourLocale, will be in attendance and will explain the tasks which need to be completed.

12. To comment on the National Highways and Transport Survey - Parish Council Consultation

Cllr Grimwood agreed to look at the survey and report back at the next meeting.

Action: Cllr Grimwood.

13. To receive an update on the Lutterworth Road Footpath

Severn Trent Water has undertaken works to replace the storm pipe which appears to have made improvements to the drainage issues. The overhanging trees have been cut back and improvements made, but still remain a problem. The footpath still needs attention and the

Parish Council recommended that the public contact Leicestershire County Council (LCC) Highways directly with any further complaints of a similar nature. The higher the number of complaints, the higher the likelihood that LCC will take action.

14. To consider Leicestershire County Council's incentive to convert to LED Street lighting

A representative from LCC requested details of the Parish Council's current street lighting assets in order to provide some financial information to make understanding the LED offer a lot easier.

Action: Agenda for the next meeting.

15. Any other business

East of Lutterworth Strategic Development Area

A public exhibition is being held at the Wycliffe Rooms in Lutterworth on 21 and 22 September 2018 enabling residents to view plans and comment on the proposals.

Inconsiderate Parking

Residents raised their concerns over a series of instances whereby vehicles had been deliberately parked to cause a nuisance. The nuisance parking seems to be directed towards the applicant of planning application 18/01280/OUT. However this is also impacting other residents in the village who are unable to park near their own homes.

16. To confirm the date of the next meeting

The date of the next meeting was confirmed as Wednesday 24th October 2018 at 7.00pm.

The Chairman closed the meeting at 08.30pm.