

BURTON ON THE WOLDS, COTES AND PRESTWOLD PARISH COUNCIL

COUNCIL MEETING MINUTES

2nd July 2019

Minutes of a meeting of Burton on the Wolds, Cotes and Prestwold Parish Council held at Burton on the Wolds Village Hall on 2nd July 2019 at 7.30 p.m.

Present

Cllr A Carr (Chairman), Cllr R Shields (Vice Chairman), Cllr W Best, Cllr L Cooper, Cllr K Hibbins, Cllr E Wardle, Cllr M Windsor, Mrs S Massey (Clerk).

Apologies

Borough Cllr J Boker

In attendance

County Cllr R Shepherd, PCSO Martin, 4 members of the public.

067/19 To receive apologies for absence.

Resolved: To accept the apologies of Borough Cllr Boker.

068/19 Disclosures of interests, disclosable pecuniary interests, personal interests or personal interests that could lead to bias, by Parish Councillors to items on the agenda.

Cllr Hibbins declared a DPI in future documentation regarding the Riggetts Green proposal as she is a resident of Cotes.

069/19 To approve the minutes of the Annual Parish meeting held on 4th June 2019.

Resolved: To approve and sign these minutes.

070/19 To co-opt a councillor for Prestwold.

Resolved: To co-opt Mr Kenneth Green to the Parish Council. The Clerk will inform the Monitoring Officer.

071/19 Questions/comments from the floor (limited to 15 minutes).

A resident asked if there was additional information available regarding the Riggetts Green proposal at Cotes. Cllr Carr reported that at present this is just a proposal and that a formal planning application has not been received by Charnwood Borough Council. Cllr Shields confirmed that as such there is nothing that the Parish Council would be doing at this time but that advertising is proving counterproductive due to the adverse reaction towards this proposal in the parish.

072/19 Borough Councillor's report

None.

Further to the Borough Councillor's report of 4th June 2019, minute reference 056/19, regarding the letter sent to James Brokenshire MP, the response received from Jake Berry MP on his behalf and subsequent letter from Richard Bennett of Development Control at Charnwood Borough Council, Cllr Carr asked if a response should be prepared.

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Resolved: That the Parish Council will write again to Mr Brokenshire to ask that the original questions are answered. Cllr Carr will distribute a draft response for consideration.

073/19 County Councillor's report

Cllr Shepherd reported on the latest issue of Leicestershire Matters and specifically page 13 which showed 'where the council spends its money'. Cllr Shepherd asked if the councillors and other attendees would consider completing the questionnaire within Leicestershire Matters. Cllr Windsor asked if this was asking residents to do the work of the county council, Cllr Shepherd responded that this was to ensure that opinions can be taken into consideration but that LCC will ultimately make decisions. Cllr Shepherd gave an overview of information contained within the publication.

Cllr Shepherd reported on cabinet papers distributed by LCC Highways and in particular drew attention to item 21 which read;

The top most reported issues from parishes over the last five years are:

- obstruction caused by overgrown tree and hedges; and
- Issues with signs (damaged/dirty/obstructed).

In view of this, Cllr Shepherd reported that LCC are designing cards for Parish Councils to distribute to residents who have overgrown vegetation that is causing an obstruction.

Cllr Shepherd and the Clerk reported that an engineer will attend site to look at the VAS on the junction of Loughborough Road and Brickwood Place within the next 2 weeks.

Cllr Shepherd finally reported on the unsatisfactory resurfacing of Loughborough Road and the response of Ann Carruthers who stated that:

"The surface dressing works in Burton on the Wolds are now complete as of 23rd May. The junction markings were replaced on the 15th May with other site lines being completed on the 23rd May. I have been advised that there are currently no loose chippings on the carriageway with the road having been swept on 3 occasions: 8th, 10th May and 6th June (the footpath was also blown on 6th June). This has now completed the works and, although the Supervisor has assured me that the site is satisfactory, it has been arranged for the footpath to be blown again and for the village to be swept again.

With regard to your concerns about the furrow in the middle of the carriageway towards the mini roundabout, I can reassure you that this is normal on all surface dressed roads and let's water run off more effectively. It will also be less noticeable over several weeks."

Cllr Shepherd is awaiting response regarding his email that the road is a designated HGV route and would therefore expect better standard of resurfacing.

Cllr Shepherd left the meeting at 20.05.

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074/19 Police Report

PCSO Jade Martin reported that during the month of June 2019 in Burton on the Wolds there have been 5 offences reported, 1 x Vehicle Crime, suspects have gained access to a vehicle but made off when challenged, nothing taken. 1 x Burglary Dwelling, entry has been gained via forcing rear wooden door, jewellery taken, we have made 2 arrests in connection with this. 1 x Sexual Offence, an exposure whereby suspect has been identified and 2 x Assaults on business premises. Cotes and Prestwold had no reported crime.

The Parish Council thanked PCSO Martin for attending the meeting.

PCSO Martin left the meeting at 20.10

075/19 To make observations and agree any action on the following planning applications:

- a) No planning applications were received.
- b) *No notifications of decision were received.*
- c) Update P/19/0041/2 Land off Melton Rd, Burton on the Wolds LE12 5AL.
No update is available.
- d) Update E/18/0253 Hill View, Burton on the Wolds. Change of use (HGV/lorry park).
The Clerk confirmed that here is no formal update from CBC.

076/19 To receive the Clerk's report including the playground safety checks reports.

Resolved: To note receipt of these reports.

077/19 To receive reports from councillors

a) Plantation Management Committee

Cllr Best reported that on Thursday 4th July the Management Committee will be undertaking a walkabout in the Plantation to consider progress, plan next season's priorities and mark the trees for felling.

The next Plantation Management Committee meeting is on 17th September 2019 at 10.30 a.m. at the Pavilion, Towles Fields. All welcome.

b) Joint Neighbourhood Plan Committee

Cllr Shields reported that the consultant has prepared a 'consultation statement'. He is waiting for additional information from Hoton Parish Council and once complete this document will form part of the next stage of consultation by Charnwood Borough Council. Cllr Shields confirmed that following this meeting, no additional expenditure will be required unless printed copies of the final Neighbourhood Plan are required.

Cllr Shields read a summary of the procedure from the consultant with estimated dates but added that the timetable is largely out of our control:

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- Qualifying body (Burton on the Wolds, Cotes & Prestwold Parish Council) submits the plan to the local planning authority.
- Local planning authority checks that submitted proposal complies with all relevant legislation.

If the local planning authority finds that the plan or order meets the legal requirements it:

- publicises the proposal for minimum 6 weeks and invites representations.
- notifies consultation bodies referred to in the consultation statement.
- appoints an independent examiner (with the agreement of the qualifying body).
- local planning authority sends plan and representations to the independent examiner (August 2019).
- independent examiner undertakes examination.
- independent examiner issues a report to the local planning authority and qualifying body (October 2019).
- local planning authority publishes report.
- local planning authority considers report and reaches own view.
- local planning authority takes the decision on whether to send the plan to referendum (November 2019).
- relevant council publishes information statement.
- relevant council publishes notice of referendum/s.
- polling takes place (Jan 2020).
- results declared.
- should more than half of those voting vote in favour of the neighbourhood plan, the plan comes into force as part of the statutory development plan for the area.

c) Playing Field Association

Cllr Shields reported that a 'Field Day' in conjunction with Fields in Trust will take place on 6th July 2019 at Towles Fields Playing Field from 2 p.m. – 5 p.m. All welcome.

Cllr Shields reported that plans for the work on the concrete base are progressing and that additional funding is being sought.

d) Lion's Mouth Fountain

Cllr Shields stated that this will be discussed under minute reference 078/19d. Cllr Shields did report that any work must be reported to the conservation officer at Charnwood Borough Council.

e) Other Councillors' Reports – for information only

Cllr Hibbins reported that she is astounded that Riggetts Green was given such a prominent position in the Christian Link.

Resolved: That the Parish Council will write to the Editor and ask why this inappropriate article was included based on local public feeling.

Cllr Green reported that further to his request for information for 'Beware Hedgehogs' road signage, he has received material related hedgehog signs, approved by Chris Grayling MP. The signs will be provided by and paid for by Leicestershire County Council Highways. Cllr Green will forward on the application form and the Clerk will apply on behalf of the Parish Council.

Resolved: That the Clerk will contact LCC and apply for the signs to be installed in Prestwold.

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078/19 Business

- a) To receive the draft minutes of the Plantation Management Committee meeting held on 11/06/2019.

Resolved: To note these minutes.

- b) To consider the future management of the Village Hall.

Cllrs Wardle and Cooper have listed roles of the Committee and asked that all councillors be involved in the active management of the village hall. The Clerk offered to be the central point of contact for all but bookings, Yvonne McCahon has agreed to continue with this role on a voluntary basis in the short term.

The Parish Council agreed to a request that the playgroup wish extend their use of the village hall to include Wednesday afternoons and this will be formally approved at the next meeting of the Village Hall Committee on the understanding that existing bookings for Wednesday afternoon will take precedence.

- c) To approve the 2018-2019 Annual Report.

Resolved: To approve the Annual Report. The Clerk will upload the document to the website.

The meeting moved to confidential session in accordance with the Public Bodies (Admission to Meetings) Act 1960 in view of the nature of the business to be transacted for the following items:

- d) To discuss quotations and approve expenditure for the cleaning of the Lions Mouth Fountain on Melton Road.

Resolved: To approve expenditure of up to £1000.

Resolved: To update the budget taking this expenditure of £1000 from contingency, Clerk to prepare for formal approval at the August meeting.

- e) To discuss quotations and approve expenditure for replacement flooring in the Pavilion.

Resolved: To accept the quotation of Advanced Carpets at £1379.70 ex VAT.

The meeting moved to open session.

079/19 Finance

- a) Financial update:

Account	1 st June 2019
Current account	1,000.00
Reserve/General	16,833.04
Reserve/Bonus	10,098.83
Loughborough B/Society	45,846.65
Total	73,778.52

Including	
Plantation funds	2,631.92
Neighbourhood Plan	4,372.61
Lottery/Finding Fitness	748.80
Hubbard Rd Land Management	42,219.84

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- b) To approve the schedule of payments totalling £7,286.18.

Burton on the Wolds, Cotes and Prestwold Parish Council - Schedule of Receipts and Payments						
Payments		Jul-18			Month 4	
PAYEE	FOR	INVOICE NO.	AMOUNT	Type	COST CENTRE	
1 S Massey	Clerk's salary	n/a	£699.30	S/O	Clerk's salary	
2 S Massey	Clerk's office expenses	n/a	£50.00	S/O	Clerk's expenses	
3 NEST	Clerk's pension (Employer & employee)		£27.44	D/D	Clerks's pension	
4 M&BG Ltd	Grounds maintenance		£495.00	Chq	Split	
5 Finding Fitness	Grant funded fitness clubs	Invoice	£748.80	Chq	Finding Fitness	
6 S Massey	Clerk's salary - overtime		£146.93	Chq	Clerk's salary	
7 HMRC/PAYE	Clerk's salary		£91.07	Chq	Clerk's salary	
8 Woolley Ecology	Newts & Bat survey	Invoice	£312.00	Chq	Plantation	
9 Planit-X	Neighbourhood Plan	Invoice	£4,715.64	Chq	Neighbourhood Plan	
TOTAL			£7,286.18			

Resolved: To approve and sign the schedule of payments.

- c) To update the payment method to the Information Commissioner and sign the direct debit form.

The Clerk confirmed that this payment will be made on an annual basis.

Resolved: To sign and return the direct debit form.

- d) To update the signatories for the Loughborough Building Society account.

Cllrs Carr, Shields and the Clerk are signatories. It was decided not to update this mandate at this time.

080/19 Correspondence for discussion

None.

081/19 To agree items for inclusion in the press release

The Clerk confirmed that there is not an August edition of the Link. There are no items for the press release but the co-option of Cllr Green will be reported in August.

082/19 **The next Parish Council meeting will take place on Tuesday 6th August 2019 at 7.30 p.m. preceded by the Village Hall Committee meeting at 7.00 p.m.**

There being no further business the meeting closed at 21.38

These minutes are a true and accurate record _____ Date _____
Cllr A. Carr, Chairman