

# BURTON ON THE WOLDS, COTES AND PRESTWOLD PARISH COUNCIL

## COUNCIL MEETING MINUTES

6<sup>th</sup> August 2019

Minutes of a meeting of Burton on the Wolds, Cotes and Prestwold Parish Council held at Burton on the Wolds Village Hall on 6<sup>th</sup> August 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, Mrs S Massey (Clerk).

### Apologies

County Cllr Shepherd, Cllr E Wardle, Cllr M Windsor

### In attendance

Borough Councillor Boker, 2 members of the public.

083/19 To receive apologies for absence.

**Resolved:** To accept the apologies of County Cllr Shepherd, Cllr Wardle and Cllr Windsor.

084/19 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 Shields declared a DPI in item 090/19e as he is a neighbour of the applicant.

085/19 To approve the minutes of the Parish Council meeting held on 2<sup>nd</sup> July 2019.

**Resolved:** To approve and sign these minutes.

086/19 Questions/comments from the floor (limited to 15 minutes).

Graham Clarkson introduced himself for recording in the minutes and reported on shrubbery on Hall Drive. The Parish Council stated that this was not a parish council matter as Hall Drive is a private drive.

A resident reported on appeal decision APP/X2410/W/18/3214382 regarding a planning application at Melton Road in East Goscote specifically item 40 which read as follows: *'Set against any potential benefits would be the harm to the settlement strategy. The CS is a relatively recently adopted plan, prepared in accordance with the NPPF, and the strategy has been found sound at examination. The amount of housing committed to Other Settlements already well exceeds the minimum target provision, with a number of years of the plan period still to run. The appeal proposal would significantly increase the overall number of units, affecting the thrust of the strategy, which is clearly focused on urban concentration and regeneration. It would not provide the small-scale development envisaged by the CS for these settlements, and would greatly increase the size of East Goscote, which is by definition is a place with limited services. This would contribute to an unsuitable pattern of development. Much greater weight must be given to this conflict than to the absence of fully up-to-date settlement boundaries.*

The appeal was dismissed.

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## 087/19 Borough Councillor's report

Cllr Boker reported that the planning application relating to 17 Hall Drive has been referred to plans committee on 22<sup>nd</sup> August 2019. Cllr Shields will speak on behalf of the Parish Council.

In addition, Cllr Boker reported that she is attending a meeting to discuss local road safety issues with Highways representatives and the police, jointly hosted by Stanford on Soar Parish Council and Normanton on Soar Parish Council on 14<sup>th</sup> August 2019. Cllrs Shields and Green are attending on behalf of the Parish Council.

## **Borough Councillor Boker left the meeting 19.49**

## 088/19 County Councillor's report

None.

## 089/19 Police Report

During the month of July 2019 in Burton on the Wolds there was no crime reported. Cotes had 1 x Criminal Damage report and 1 x Assault. Prestwold also had 1x Criminal Damage and 1 x Assault reported.

The Clerk has had an enquiry regarding Neighbourhood Watch in Burton on the Wolds and will follow this up prior to the next meeting.

## 090/19 To make observations and agree any action on the following planning applications:

- a) P/19/1241/2 49 Hubbard Road, Burton on the Wolds LE12 5AX. (Comments extension granted.)

**Resolved:** To comment as follows: That this fencing is inappropriate and would change the rural feel of the area.

- b) P/19/1390/2 Land at Mill Farm, Nottingham Rd, Loughborough (Cotes)

**Resolved:** To comment as follows: That this screening is inappropriate and overbearing and not in accordance with the requirements of the NPPF for this type of development. In addition it would affect the setting of the listed Cotes Mill, the listed Cotes bridge and the former medieval settlement on the SSSI.

- c) P/19/1375/2 15 Barrow Rd, Burton on the Wolds LE12 5AA

**Resolved:** Not to comment on this application.

- d) P/19/1325/2 3 and 3a Hawker Business Park, Burton on the Wolds LE12 5TN

**Resolved:** Not to comment on this application.

- e) P/19/1534/2 29 Springfield Cl, Burton on the Wolds LE12 5AN

**Resolved:** Not to comment on this application.

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- f) P/19/1528/2 18 Barrow Rd, Burton on the Wolds LE12 5TB

**Resolved:** To comment as follows: That this balcony area should only be permitted if similar screening as required on P/19/0339/2 is installed to ensure neighbours privacy.

- g) P/19/0452/2 Amended scheme P/15/0177/2 Seymour House, Burton on the Wolds LE12 5AH – granted conditionally.

- h) Update P/19/0041/2 Land off Melton Rd, Burton on the Wolds LE12 5AL.

Cllr Shields reported that LCC Highways have sent in similar comments to their previous. The date for determination has now been extended until the end of September.

- i) Update E/18/0253 Hill View, Burton on the Wolds. Change of use (HGV/lorry park) info only.

No update available.

091/19 To receive the Clerk's report including the playground safety checks reports.

**Resolved:** To note receipt of these reports.

092/19 To receive reports from councillors

- a) Plantation Management Committee

Cllr Best reported that the next Plantation Management Committee meeting is on 17<sup>th</sup> September 2019 at 10.30 a.m. at the Pavilion, Towles Fields. All welcome.

On 28<sup>th</sup> August 2019 there will be a free event, a Bat Talk and Walk starting at 7.00 p.m. with free refreshments in the pavilion. Spaces are limited; all details are on the Parish website.

- b) Joint Neighbourhood Plan Committee

Cllr Cooper reported that the concerns of Hoton Parish Council regarding views have been resolved. Cllr Shields confirmed that the plan is now complete for submission to Charnwood Borough Council.

Cllr Shields reported on finance related to the Neighbourhood Plan and specifically costs invoiced to Hoton Parish Council. At the beginning of the process, Hoton Parish Council agreed to pay 20% of all costs not covered by grant funding specifically up to £1,400 but to date have only made one payment of £150 towards the total costs. Cllr Shields has successfully applied for and received grants in excess of £18,700 towards the production of the plan and Hoton have been invoiced for a total of £1,390.95 by Burton on the Wolds, Cotes and Prestwold Parish Council, sent with evidence of receipts and expenses. In their draft minutes of their meeting of 1<sup>st</sup> July 2019, minute reference 101/19h, Hoton Parish Council resolved 'not to approve payment but to arrange a meeting with the chair of the Neighbourhood Plan committee to discuss the calculations and the expenses which have not been approved by the Neighbourhood Plan committee. An explanation of why Hoton Parish Councillors were not warned that the costs of the planning consultant had exceeded the estimate will also be sought'.

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Cllr Shields and Cooper and the Clerk will meet with Cllrs Eady and Cassell and the Clerk to Hoton Parish Council at a mutually convenient time. The Clerk confirmed that Burton on the Wolds, Cotes and Prestwold Parish Council have paid all invoices to date as was agreed at the beginning of the process on the understanding that Hoton Parish Council would pay 20% as detailed above. The Clerk stated that it was a joint Neighbourhood Plan and should not be paid for by one council only.

Further to comments made in previous Hoton Parish Council minutes by their Clerk, the Clerk confirmed that the minutes of the Joint Neighbourhood Plan Committee are approved by the committee at the following meeting and signed by the Chairman as a true and accurate record.

c) Playing Field Association

Cllr Shields reported that the refurbishment of the pavilion was complete with internal cleaning carried out by volunteers and a new carpet fitted in the extension.

Cllr Shields reported that plans for the concrete base are progressing and work will take place to extend the concrete base next month and a price is being sought for graphics depicting exercise. Grants are also being sought for refurbishments to the changing rooms.

d) Lion's Mouth Fountain

Cllr Shields stated that he has received a list of specialists from Charnwood Borough Council and is in the process of making contact.

e) Other Councillors' Reports – for information only

None

093/19 Business

a) To approve expenditure of up to £250 for bulbs, plants and compost for winter planting.

**Resolved:** To approve this expenditure.

094/19 Finance

a) Financial update:

Account	1 <sup>st</sup> July 2019
Current account	1,000.00
Reserve/General	10,787.60
Reserve/Bonus	10,100.38
Loughborough B/Society	45,846.65
<b>Total</b>	<b>67,734.63</b>

Including	
Plantation funds	2,319.92
Neighbourhood Plan	442.91
Lottery/Finding Fitness	624.00
Hubbard Rd Land Management	42,083.84

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b) To approve the schedule of payments totalling £3,893.11.

Burton on the Wolds, Cotes and Prestwold Parish Council - Schedule of Receipts and Payments						
Payments		Aug-19			Month 5	
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)	Schedule	£27.44	D/D	Clerk's pension	
4 M&BG Ltd	Grounds maintenance	Invoice	£495.00	Chq	Split	
5 Finding Fitness	Grant funded fitness clubs	Invoice	£748.80	Chq	Finding Fitness	
6 S Massey	Clerk's salary - overtime	Payslip	£146.93	Chq	Clerk's salary	
7 Advance Carpets	Recarpetting of pavilion	36969	£1,655.64	Chq	Pavilion	
8 Springfield Property Services	Refitting of doors of pavilion	Invoice	£30.00	Chq	Pavilion	
9 Charnwood Borough Council	Brown bin provision	59666732	£40.00	Chq	Burial Ground	
<b>TOTAL</b>			<b>£3,893.11</b>			

**Resolved:** To approve and sign the schedule of payments.

c) To approve the Q1 bank reconciliation, accounts summary & forecast of receipts and payments to the year end.

**Resolved:** To approve the Q1 bank reconciliation, accounts summary and forecast of receipts and payments to the year end. (Copy attached to these minutes.)

d) To update the 2019-2020 budget increasing Lion's Mouth Fountain to £1,000 and reducing Contingency by £1,000.

**Resolved:** To update the budget as detailed above. (Copy attached to these minutes.)

e) To remove former councillor Mrs A Finch from the Loughborough Building Society mandate.

**Resolved:** To remove former councillor from the building society mandate.

f) To remove former councillors Mr D McDermott and Mrs M Scott from the Natwest Bank mandate.

**Resolved:** To remove former councillors from the bank mandate.

095/19 Correspondence for discussion

a) Email from Midlands Rural Housing regarding 2019-2020 Housing Needs Survey.

**Resolved:** To respond as follows: The Joint Wolds Neighbourhood Plan encompasses this analysis.

b) Email from LCC regarding Centrebus 8/8a confirming duplicate journey to De Lisle School in the morning to alleviate crowding on this journey.

**Resolved:** To note the comments of this email and to include this information in this month's press release.

096/19 To agree items for inclusion in the press release

Welcome Cllr Green, Duplicate bus journey to De Lisle School in the morning to alleviate crowding, next meeting at the Pavilion NOT the Village Hall.

097/19 **The next Parish Council meeting will take place on Tuesday 3<sup>rd</sup> September 2019 at 7.30 p.m. at the Pavilion, Towles Fields, Burton on the Wolds.**

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There being no further business the meeting closed at 21.02

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

# BURTON ON THE WOLDS, COTES AND PRESTWOLD PARISH COUNCIL

Burton on the Wolds, Cotes & Prestwold Parish Council  
**Bank Reconciliation Q1 1st Apr-30th Jun 2019**

<b>1</b>	<b>CASHBOOK</b>	
	Cash in hand as cash book @ 01/04/2019	<b>Opening balance</b>
	Current account	£1,000.00
	Reserve account	£10,631.23
	Bonus saver account	£10,095.35
	Loughborough Building Society account	£45,846.65
	Unpresented cheques in 2018/19 financial yr	£448.22
	<b>Sub total</b>	<b>£67,125.01</b>
	<i>Add</i>	
	Q1 receipts (cash book)	£20,360.58
	<b>Sub total</b>	<b>£87,485.59</b>
	<i>Less</i>	
	Q1 payments (cash book)	£17,848.66
<b>A</b>	<b>Cash in hand as cash book @ 30/06/19</b>	<b>£69,636.93</b>

<b>2</b>	<b>BANK STATEMENTS</b>	
	Cash in hand as cash book at 30/06/19	
	Current account	£1,000.00
	Reserve account	£10,787.60
	Bonus Saver account	£10,100.38
	Loughborough Building Society account	£45,846.65
	<b>Sub total</b>	<b>£67,734.63</b>
	<i>Less</i>	
	Unpresented cheques	£40.00
	<b>Sub total</b>	<b>£67,694.63</b>
	<i>Add</i>	
	Receipts in cash book not banked at 30/06/19	£1,942.30
<b>B</b>	<b>Adjusted bank balance at 30/06/19</b>	<b>£69,636.93</b>

*Note: A must equal B* £0.00

Prepared by Stephanie Massey, Clerk & RFO  
 Burton on the Wolds, Cotes & Prestwold Parish Council

Approved by Cllr A Carr, Chairman of  
 Burton on the Wolds, Cotes & Prestwold Parish Council

Signed \_\_\_\_\_

Date \_\_\_\_\_

# BURTON ON THE WOLDS, COTES AND PRESTWOLD PARISH COUNCIL

## Burton on the Wolds, Cotes and Prestwold Parish Council Three year Receipts and Payments and Budget for 2019-2020

Approved on 02/08/2019, minute reference 094/19d

<b>Receipts</b>	<b>Budget 2019-2020</b>
Precept	£28,000.00
Council Tax Support Grant	£0.00
Allotment Rent	£300.00
Hubbard Rd Land Management	£0.00
Burial Ground	£400.00
Plantation	£500.00
Bank Interest	£250.00
LCC for cutting of verges	£850.00
Solar panel feed in tariff	£600.00
VAT refund	£3,500.00
Other income	£3,000.00
<b>TOTAL RECEIPTS</b>	<b>£37,400.00</b>

<b>Payments</b>	<b>Budget 2019-2020</b>
Clerk's Salary	£8,500.00
Clerk's pension (Total PC + Clerk)	£150.00
Clerk's Expenses	£240.00
Office Accommodation	£360.00
General Administration	£2,000.00
Insurance	£1,800.00
Audit	£565.00
Memberships	£600.00
Training	£250.00
Election Costs	£500.00
PFA inc. grant	£3,830.00
Pavilion	£3,000.00
Village Hall	£1,500.00
Plantation	£2,000.00
Open Spaces & Footpaths	£2,000.00
Hubbard Road inc grounds maint.	£4,000.00
Burial Ground inc grounds maint.	£1,500.00
Towles Fields inc grounds maint.	£2,000.00
Defibrillator	£220.00
Gardening Club	£250.00
Maintenance of assets	£1,500.00
Village Amenities	£2,000.00
Neighbourhood Plan	£3,345.00
Lion's Mouth Fountain	£1,000.00
Armistice Day	£0.00
Finding Fitness Grant	£0.00
Hubbard Rd play area, safety surface	£5,000.00
Hubbard Road Play area groundworks	£2,000.00
<i>Blank</i>	
<i>Blank</i>	
Contingency	£9,000.00
<b>TOTAL PAYMENTS</b>	<b>£59,110.00</b>