

All Councillors are summoned to a
BURTON OVERY PARISH COUNCIL MEETING

on Tuesday 21st September 2021 at 7.30 p.m. at Burton Overy Village Hall

- 21/094. Apologies for absence
- 21/095. Questions from members of the public
- 21/096. Declarations of Members interests
- 21/097. To approve as a correct record the minutes of the meeting held on 23.08.21 **Appendix A**
- 21/098. Matters arising and not on the agenda / Minutes Action List **Appendix B**
- 21/099. Consider any current issues regarding Covid 19 information & response
- 21/100. Council asset safety checks - to receive safety check reports and agree any action necessary
- 21/101. Councillor Vacancy
- 21/102. Planning matters – to consider current applications
- a. 21/01601/PCD - Discharge of condition 3 (materials) and condition 4 (landscaping) of 18/01535/FUL, 4 Baileys Lane, Burton Overy
 - b. 21/01626/TCA - Works to trees (fell), The Old Rectory, Rectory End
- 21/103. Planning decisions – to note
- a. Enforcement cases update
- 21/104. Finances
- a. To note the on-line bank statement as at 31.08.21 **Appendix C**
 - b. Payments to be agreed / noted during September **Appendix D**
- 21/105. Community Matters – to update as required
- a. Defibrillator Training
 - b. Review of WhatsApp Groups **Appendix E**
 - c. Village Directory Update
 - d. Platinum Jubilee Commemorations 2022
 - e. Scotland Thicket
 - f. Hedge Maintenance in the Village
 - g. LCC Members' Highway Fund
- 21/106. Correspondence for discussion
- a. Community Grant Fund (Sarah) **Appendix F**
 - b. Eco-green Communities (Dog bins / bags) **Appendix G**
 - c. Public & Patient Involvement Assurance Group **Appendix H**
- 21/107. Correspondence for information
- a. TTRO – 7th October 2021 – Oaks Rd (Carriageway repairs)
 - b. Banking
- 21/108. Items for the next Agenda
- 21/109. To confirm the date of the next meeting – 19th October 2021.

21/110. To consider, if necessary, a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, should any items be considered of a confidential nature.

Members of the public and press may attend this meeting although Covid-secure measures will be in place in the village hall.
Face coverings should be worn when not speaking at the meeting.

The meeting may be recorded, filmed or broadcast provided that such activity does not impede the conduct or business of the meeting.

All appendices may be seen on the website or by contacting the Clerk.

Clerk to the Council
Tel 07827 797125
Email: clerk@burtonoverypc.org.uk
www.burtonoverypc.org.uk

15.09.21

BURTON OVERY PARISH COUNCIL

MINUTES OF (extra-ordinary) MEETING HELD – Tuesday 23rd August 2021 at 7.30pm

Present: Cllr Bob Warwick
Cllr Sarah Rankine
Cllr Dave Fletcher
Cllr Bob Pain
The Clerk and seven members of the public

21/083 **Apologies** – None

21/084 **Questions from members of the public** – a member of the public raised concerns over the condition of verges near to where two new dwellings had recently been erected at the junction of Elms Lane and Scotland Lane, which had been left in an untidy condition. The chair felt that little could be done on this matter now that the builders had left the site other than to rely on the goodwill of the owners to tidy the land.

21/085 **Declarations of interest** – none

21/086 **Approval of Minutes of the parish council meeting on 10.08.21** – Approved and signed by Cllr Warwick.

21/087 **Planning matters to consider** –
Planning Application Reference - **21/01392/FUL** - Demolition of existing dwelling and erection of a replacement dwelling; change of use of part of field to garden land and associated landscape works (revised scheme of 18/01516/FUL)
The chairman gave an overview of the proposal, the history of the various planning applications made in relation to the site and the issues which can be taken into account in commenting on such applications.
After detailed discussion of the relevant issues it was resolved to submit objections to the proposal on the following grounds: -

- The proposal conflicts with several policies within the Burton Overy Neighbourhood Plan, e.g. policies S2, H2, H3 (a & c), DBE1 (a & c - i), ENV2, ENV4, ENV8;
- It was also felt that the proposal is in conflict with policies within the Harborough Local Plan, particularly HC1 and GI 2, 4 & 5 (although it was recognized that the planning authority will be best placed to comment and decide upon the application of these policies);

The conclusions of the council was that the information submitted with the proposal contained no material considerations to indicate that the policies of the Development Plan should not prevail and that an objection should be submitted to the planning authority.

The chair advised members of the public present at the meeting that they should also make their own direct representations to the planning authority if they had objections to the current proposal.

- 21/088 - Leicestershire County Council Members' Highway Fund**
The chair presented details of the reply received from County Councillor Feltham about the newly established Members' Highway Fund. This gave some examples of the types of schemes which might qualify for assistance, including the installation of a priority traffic flow arrangement at Washbrook bridge.
A number of other potential schemes within the village were considered and it is was recognised that further work would be needed in order to build up a viable case prior to submitting this to the County Council.
- 21/089 - Councillor Vacancy**
A number of options were actively being pursued to co-opt to the current councillor vacancy
- 21/090 - Finance Matters**
The clerk presented details of payments that fell due during August. The payments were endorsed and approved as listed in Appendix D of the paperwork presented at the meeting.
- 21/091 - Items for the next agenda – ownership and preservation of Scotland Thicket (in addition to previously identified matters).**
- 21/092 - Date of next meeting - Tuesday 21st September 2021 at 7.30pm**
- 21/093 - Exclusion of the Public**
No confidential matters were considered at the meeting.

The meeting finished at 8.35pm

Signed

Date

BURTON OVERY PARISH COUNCIL

COUNCIL MEETING ACTION LIST – August 2021

MINUTE REF.	ACTION	OWNER	DATE COMPLETE / UPDATE
21/060	Post the agreed July minutes and the draft August minutes on website	Clerk	Posted – 20.08.21 & 25.08.21
21/061	Chase HDC for updates on planning enforcement matters referred to them in recent weeks (including heavy vehicles using the village to access Miller Homes development in Great Glen)	Clerk	Response received – 13.08.21
21/064	Make final revision to contract of employment for signature by Clerk & Chairman.	Clerk	Amendments made & document signed – 23.08.21
21/065	Make arrangements to fill councillor vacancy after 22 nd July	Councillors / Clerk	Pending
21/066	Arrange special meeting of council in August if necessary to deal with planning consultations	Clerk	2 meetings concluded
21/068	Make payments agreed at the meeting	Clerk	Payments made when due
21/069a	Post NatureSpot report on website & post link with message on WhatsApp Groups	Clerk	Posted - 26.07.21
21/069b	Meet with Chairman prior to 1 st September to agree consultation on WhatsApp group changes	Clerk / Chairman	Meeting held – 13.09.21
21/069e	Forward copy of current village directory pdf to Cllrs Pain & Fletcher	Clerk	E-mailed – 25.07.21
21/069f	Include item on defibrillator training on September council meeting agenda	Clerk	Item listed on agenda
21/070a	Submit banking details to LCC and make contact with County Cllr Feltham seeking further information on the Member's Highway Fund	Clerk	Information submitted – 26.07.21
21/071c	Post further details of the Rutland Round Challenge on the parish council website	Clerk	Posted – 21.07.21
21/072	Include the following items on the agenda of the September council meeting Councillor vacancy / defibrillator training / platinum jubilee commemoration / hedge maintenance / WhatsApp Groups	Clerk	Items listed on agenda
21/079	Submit comments to HDC planning re application ref. 21/01299/TEL – Erection of phone mast, Washbrook Lane.	Clerk	Submitted – 15.08.21
21/087	Submit comments to HDC planning re application ref. 21/01392/FUL – redevelopment of dwelling at Scotland House, Lower End.	Clerk	Submitted – 24.08.21

Burton Overy Parish Council

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LE8 0UZ

Your Account

Sort Code 30-94-97
 Account Number ██████████

TREASURERS ACCOUNT

01 August 2021 to 31 August 2021

Money In	£0.00	Balance on 01 August 2021	£2,028.91
Money Out	£427.08	Balance on 31 August 2021	£1,601.83

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
05 Aug 21	ZOOM.US 888-799-96 CD 7323	DEB		14.39	2,014.52
18 Aug 21	VESTA *VODAFONE T CD 7317	DEB		10.00	2,004.52
23 Aug 21	HARBOROUGH DISTRIC 200000000801546472 D0018225	FPO		108.61	1,895.91
24 Aug 21	HMRC - ACCOUNTS OF 200000000802016103	FPO		105.60	1,790.31
27 Aug 21	P WOODWARD 400000000810197877 SALARY	FPO		158.48	1,631.83
31 Aug 21	PNET3122091-1 PNET3122091-1	DD		30.00	1,601.83

Transaction types

BGC Bank Giro Credit	BP Bill Payments	CHG Charge	CHQ Cheque
COR Correction	CPT Cashpoint	DD Direct Debit	DEB Debit Card
DEP Deposit	FEE Fixed Service	FPI Faster Payment In	FPO Faster Payment Out
MPI Mobile Payment In	MPO Mobile Payment Out	PAY Payment	SO Standing Order
TFR Transfer			

PAYMENTS SCHEDULED FOR SEPTEMBER

SEPTEMBER						EXPENDITURE			INCOME
Voucher No.	Description of item	Cost Centre	Cost Code	Date	Expenditure or Income	Net Amount	VAT	TOTAL	
37	Zoom	Admin	1.10 - Zoom	06.09.21	E	11.99	2.40	14.39	
38	Interest received (Sept)	Income	5.2 - Misc.	09.09.21	I	0.05	0.00	0.05	0.05
39	Precept (2)	Income	5.1 - Precept	14.09.21	I	0.00	0.00	0.00	6,213.50
40	PAYE (Sept)	Staffing	3.2 - PAYE	22.09.21	E	130.00	0.00	130.00	
41	Clerk Salary (Sept)	Staffing	3.3 - Salaries	28.09.21	E	195.14	0.00	195.14	
42	Plusnet	Admin	1.2 - Broadband	29.08.21	E	25.00	5.00	30.00	
Monthly Total						362.13	7.40	369.53	6,213.55

Burton Overy Parish Council – WhatsApp Chat Groups

At the start of the Covid pandemic the Parish Council set up two WhatsApp chat groups namely the **BOPC Info & Social Group** and the **BOPC Support & Help Group**. Over the last 18 months these groups have served the village well. However, as time has gone on, their separate functions have blurred and now would seem to be an appropriate moment to reconfigure these groups to match changing requirements.

The Parish Council is therefore proposing that from Oct 1st 2021 two new WhatsApp Groups are set up to replace the existing groups. The proposed new groups are:

The **B.O. Village Forum**. This will provide a channel for the discussion and highlighting of topics of interest to village residents and also a route for seeking help or advice as and when required. The informal rules of this chat group are: (i) no transactions of a clearly commercial nature (i.e., the group should not be used to buy and sell items or services); (ii) all postings should be respectful and considerate to others and (iii) the participant list will be restricted to local residents or those with close links to the village.

The **B.O. Noticeboard**. As a Parish Council we have also found the WhatsApp groups useful for the occasional dissemination of information relating to matters of local interest or concern. A dedicated channel for providing information on local events, for example the Village Show, the “Round Rutland Walk”, the Christmas Tree Festival etc. might also prove valuable. This would not be a true chat group but more an information channel in that only the Parish Clerk would be able to post messages as the designated “Admin”.

The steps involved in moving the existing BOPC WhatsApp groups to the new groups are as follows:

1. The existing BOPC Info & Social Group is simply renamed the B.O. Village Forum.
2. The participants in the newly named B.O. Village Forum are sent a link inviting them to join a new group, namely the B.O. Village Noticeboard.
3. There are currently 17 people who are participants in the BOPC Help & Support Group but not in the BOPC Info & Social Group. A note will be posted on the BOPC Help & Support Group inviting these individuals to respond as to whether they wish to join one or both of the new groups.

Of course, participants will be able to withdrawal from one or both of the new WhatsApp groups at any point in the future. Similarly new participants will be added as and when appropriate.

The Parish Council would be happy to receive any comments on these proposals via the email address: clerk@burtonoverypc.org.uk

-----Original Message-----

From: "grants@harborough.gov.uk" <grants@harborough.gov.uk>

Sent: Friday, 3 September, 2021 09:47

Subject: Community Grant Fund now open

The Community Grant/Lotto Fund is an inclusive fund, open to voluntary and community groups.

Theme: – Enabling a healthy, inclusive, and engaged community - open to all Parishes, schools, voluntary and community groups.

Criteria: -

Improve spaces and places that are important to the community. For example, improvements to parks and community spaces and facilities. (This year we will not be funding benches, noticeboards, bins, repairs and maintenance)

Projects that support young people aged 11+ around mental health issues related to anxiety and self-image and projects that help combat childhood inactivity or provide a diversionary activity.

Projects should be seeking funding up to £2.5k and should be match funded by at least 25% of total project cost.

Amount available - £43,000.00. Application window will close at 5pm on Friday 26th November 2021

For application form and guidelines, please copy and paste link into your web browser:

https://www.harborough.gov.uk/info/20004/planning_strategy/134/funding_from_building_projects/2

Kind regards

Alison

Alison McDaid

Grants, Parish Liaison support and Lottery Lead

Community Partnerships

Harborough District Council

T: 01858 828282

M: 07720 096463

E: a.mcdaid@harborough.gov.uk

W: www.harborough.gov.uk

If you need support or feel a vulnerable relative or neighbour could do with some help, please visit the Harborough district community hub: www.harborough.gov.uk/hd-community-hub.

Eco Green Community Dog and Litter Solutions

From: Louise Hollebon <louise@ecogreencommunities.com>

Sent: Tue, 17 Aug, 2021 at 11:19

To: clerk@burtonoverypc.org.uk

Dear Phil

Here is a flyer with two stations we are offering, one to tackle dog fouling and the other littering. They can be installed anywhere you wish; they are mainly used in and around open spaces where dog fouling or littering is an issue. They can be placed on existing street furniture, for example signage posts, streetlights or railings. We supply the fixings for the stations and that is included in the cost. I have included our installation guide that shows how they should be installed.

At the moment we are offering Town and Parish Councils one station plus two cases of bags for £130. Additional stations are priced at £150, and cases of bags are priced at £65. Prices as subject to VAT. We supply the bags in cases of 2,500 for the dog bags and 1,500 for the litter bags.

We do offer to provide larger numbers of stations under a services agreement whereby stations are provided along with the bags for a flat rate per year. This arrangement also includes the replacement of stations that are damaged or need replacing. We ask for £3,000 per year for ten stations. Or we can work with you to try and obtain sponsorship from local business who have a corporate social responsibility towards the community. Their sponsorship covers all the costs, but this can take time to get in place and find suitable sponsors. With the current economic climate smaller businesses are struggling so we tend to work towards finding larger corporate sponsors.

Our dog waste bags are 100% compostable and are made of a plant-based material. They are compliant with European standard EN-13432. This means the bags will disintegrate within 12 weeks and biodegrade at least 90% within 180 days in a municipal or industrial composting facility. Approximately 10% of solid material will be left at the end of the six-month-long process in the form of valuable compost, or biomass and water. The litter bags are made from recycled plastic, we're working on a bio-alternative with our supplier.

We have launched the litter stations as a new product this year. The first ones out in the field are for a project with a community group called Rise Up Clean Up, they organise beach cleans along the seafront in Margate. They have twelve of our litter stations along the coastline there, here's a link to the launch news article <https://www.kentonline.co.uk/thanet/news/rubbish-bag-dispensers-installed-to-tackle-beach-litter-241215/>

The stations can display whatever artwork and messaging you wish, there are some examples in the flyer and more can be found on our website. We find they are great in getting a message out to the community.

If you need anything further, then come back to me and I will be happy to help.

Kind regards

Louise Hollebon

Account Manager

E: louise@ecogreencommunities.com

W: ecogreencommunities.com

T: 0161 416 6677

From: RANDERWALA, Rekha (NHS LEICESTER CITY CCG) <rekha.randerwala@nhs.net>
Sent: Thu, 9 Sep, 2021 at 14:18
To: undisclosed-recipients

NHS in Leicester, Leicestershire and Rutland are inviting people passionate about health and social care to volunteer.

We now have an opportunity for you and members of your community. The NHS is precious to us, particularly after the unprecedented times we are currently experiencing. We are currently looking for people with a passion for the NHS and creating healthier communities to dedicate 3-4 hours a month to join other enthusiastic volunteers on a Public and Patient Involvement Assurance Group.

The role of the group, comprising of 12 – 16 individuals, is to reassure themselves that the NHS is listening to patients, carers and communities when it designs health services. The group has worked, to date, on assuring large scale projects such as the £450 million 'Building Better Hospitals' project – the transformation of services at Leicester's hospital and Covid-19 vaccination hesitancy project. They are currently working on the mental health and service provided from their GP practice.

Participating on the group means influencing some big projects to make sure local people have been involved in shaping changes in NHS care. This helps to ensure the local NHS provides the best health and wellbeing outcomes for local people including your community. The groups' work to date has included assuring large scale projects such as the £450 million 'Building Better Hospitals' project – the transformation of services at Leicester's hospital and Covid-19 vaccination hesitancy project. They are currently working on the mental health project and service provided from their GP practice.

We want health and care services to be developed with a strong voice for local people and communities. The NHS is used by everyone at some point in their life, often at times when they are feeling vulnerable. It's crucial that services are planned using the experiences of the local patients, carers and citizens.

If you can promote this opportunity, we would be grateful. We can let you have further information electronically or in hard copy format. To find out more and to apply people can visit our website www.leicestercityccg.nhs.uk/get-involved/join-our-public-and-patient-involvement-assurance-group or call 0116 295 0750 or email beinvolved@LeicesterCityCCG.nhs.uk

The closing date for applications is 7th October 2021.

Thank you
Susan Venables
Head of Engagement and Insights, Leicester, Leicestershire and Rutland CCG's