

# BURTON OVERY PARISH COUNCIL

## MINUTES OF A MEETING HELD – Thursday 15<sup>th</sup> February 2022 at 7.30pm

- Present:** Cllr Bob Warwick  
Cllr Sarah Rankine  
Cllr Dave Fletcher  
Cllr Nina Garner  
The Clerk
- 21/175**      **Apologies** – Cllr Bob Pain
- 21/176**      **Questions from members of the public** – No members of the public were present.
- 21/177**      **Declarations of interest** – none
- 21/178**      **Approval of Minutes of the parish council meeting on 18.01.21** –  
Approved and signed by Cllr Warwick.
- 21/179**      **Matters arising not on the current agenda / Minutes Action Update**  
Updates on all actions were noted.
- 21/180**      **Council asset safety checks** – Cllr Garner felt that the old telephone box would need painting this year. The clerk was asked to obtain a quote for the work.
- 21/181**      **Planning matters to consider** –  
a. **21/02180/LBC & 21/02179/FUL** - Demolition of existing front boundary wall and erection of low-level boundary wall and railings above, with new vehicle & pedestrian gated access; The Old Coach House, Main Street – The council considered the revised proposals and felt that the comments submitted in relation to the original application remained valid and that matters relating to conditions placed on any earlier planning permissions were for the district council to address.  
b. **22/00258/TCA** – Works to tree (reduce height); Rose Cottage, Elms Lane – No comments
- 21/182**      **Planning decisions taken by HDC**  
The following decisions were noted -  
a. **21/02145/LBC & 21/02144/FUL** - Erection of a one and a half storey rear extension, single storey rear extension and roof

lights to south elevation; The Old Coach House, Main Street -  
WITHDRAWN

- b. **21/02219/FUL** – Conversion of outbuildings & extension – Caringa, Main Street – APPROVED
- c. **22/00022/TCA** – Works to Tree (fell), Oaksvie, Beadswell Lane, – APPROVED

The following decision remained pending -

- a. **21/02032/FUL** - Subdivision of dwelling to recreate 3 dwellings - 1 - 3 Oswin Cottages, Town Street

#### **21/183 Finances –**

- a. The bank statements as at 31<sup>st</sup> January 2022 were noted and endorsed including the transfer of £1000 from the reserve to the current account.
- b. Payments (to be) made during February (See Annex A) were considered and endorsed / approved for payment, including the annual payment of £582 (incl. VAT) to 2Commune for website hosting and that bank interest received was 9 pence rather than 10 pence. It was also agreed that the clerk move the council's mobile phone tariff from 'pay as you go' to a monthly account at the earliest convenience.

#### **21/184 Policy Review**

The clerk presented an update of the council's Discipline & Grievance Policy for consideration. This was approved by the council.

#### **21/185 Defibrillator Provision**

In the absence of Cllr Pain the Chairman updated the meeting on progress made on acquiring a second defibrillator for the village. The following matters were considered and approved by the council;

- a. The letter to SADS confirming that the parish council would underwrite any funding gaps in the cost of the project after six months of fundraising via the 'Just Giving' page;
- b. That the Bell Inn would be the preferred location for the defibrillator;
- c. Noted that an electrician should confirm that the proposed location is technically feasible;
- d. Noted that clarification was required as to whether the property owner's permission was required for the proposed works;
- e. That the wording of the relevant text in the Newsletter and the Village Directory would need to be amended to read 'planned work' if the property owner's permission was not confirmed during the next week;
- f. That a search be made for a photograph of a defibrillator to substitute the current photograph on the just giving page and that the minor amendments to the text suggested by Cllr Rankine be made.

#### **21/186 Newsletter**

The council considered the draft newsletter for Spring 2022. This was approved subject to updating the text relating to the defibrillator (see 21/185e above).

**21/187 Community Matters**

- a. The clerk presented an update on the actions taken since the last meeting in relation to the area of land known as Scotland Thicket. The ownership details of the surrounding land obtained from the land registry were noted and the clerk reported that the relevant contact details for the County Council officer dealing with village green registration had been obtained. It was resolved at this stage to write to the owners of nearby land to enquire whether they held any information on the ownership of Scotland Thicket. (Cllr Rankine undertook to obtain the new address details for the previous occupiers of Kings Orchard, who appeared to have an owner's interest in nearby land.)
- b. A discussion took place to consider the printing arrangements that were required for the revised Village Directory. It was agreed to order 180 copies (including 6 laminated) of the directory together with 180 copies of the newsletter.
- c. The clerk advised the council of the successful bid for funding from Harborough DC for the three village planters. The grant available would be 75% of £1500 (£1125) and would be payable on receipt of a signed acceptance from the parish council. The council agreed that the clerk should sign this on the council's behalf and submit the relevant details to Harborough DC. It was also agreed that the clerk and Cllr Rankine should meet with the contractor on site to confirm the final details of the required works.

**21/188 - Correspondence for discussion**

- a. The clerk presented details of correspondence from LCC regarding a series of proposed training events for volunteer tree wardens. Cllrs agreed they would access the courses directly if they were interested.
- b. The clerk presented details of correspondence from Harborough DC containing information about preparations for platinum jubilee celebrations. The clerk was asked to pass this information on to the representatives of the village hall management committee.
- c. The clerk presented details of a complaint from a resident of the village relating to a number of concerns regarding the maintenance of public infrastructure in the village. The concerns regarding street sweeping were noted but not supported; the clerk was asked to contact the County Council Highways unit to suggest that the resurfacing of a large section of Mayns Lane would be preferable to ad hoc patching. Cllr Warwick undertook to assess the current situation regarding the overgrowth obscuring the street light on Beadswell Lane.

**21/189 - Correspondence for information**

- a. The clerk advised the council on the proposed arrangements, recently received from LRALC, for the 2021-22 internal audit of accounts.

- b. The clerk advised the council on a letter received the Leicestershire Lord Lieutenant regarding the Platinum Jubilee commemorations. It was agreed to consider this in more detail at the next meeting.

**21/190 - Items for the next agenda** – Current budget position and projected year-end turnout / Insurance arrangements / car parking on roads and pavements / Platinum Jubilee commemorations.

**21/191 - Date of next meeting** – 15<sup>th</sup> March 2022

**21/192 - Exclusion of the Public**  
No confidential matters were considered at the meeting.

**Signed**

**Date**

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## Annex A

FEBRUARY						EXPENDITURE			INCOME
76	Vodafone (top-up)	Admin	1.9 - Telephone	07.02.22	E	12.50	2.50	15.00	
77	Land Registry	Admin	1.11 - Miscellaneous	07.02.22	E	6.00	0.00	6.00	
78	Land Registry	Admin	1.11 - Miscellaneous	07.02.22	E	6.00	0.00	6.00	
79	Interest Received (Feb)	Income	5.2 - Misc.	10.02.22	I	0.00	0.00	0.00	0.09
80	LCC Streetlight maintenance	Community	2.7 - street light retrofit	18.02.22	E	640.07	128.01	768.08	
81	HMRC (Feb)	Staffing	3.2 - PAYE	18.02.22	E	130.00	0.00	130.00	
82	LRALC	Admin	1.1 - Audit	18.02.22	E	180.00	0.00	180.00	
83	Clerk Salary (Feb)	Staffing	3.3 - Salaries	28.02.22	E	195.14	0.00	195.14	
84	Plusnet	Admin	1.2 - Broadband	29.02.22	E	22.00	4.40	26.40	
Monthly Total						1,191.71	134.91	1,326.62	0.09