

BURTON OVERY PARISH COUNCIL

MINUTES OF A MEETING HELD – Tuesday 18th July 2023 at 7.30pm

Present: Cllr Bob Warwick
Cllr Sarah Rankine
Cllr Bob Pain
Cllr Dave Fletcher

The Clerk

23/043 **Apologies** – Cllr Nina Garner

23/044 **Declarations of Interest** – No declarations of interest were made in relation to matters on the agenda of the meeting

23/045 **Questions from members of the public** – Two members of the public were present at the meeting.

23/046 **Approval of Minutes of the parish council meeting on 13.06.23** – Approved and signed by Cllr Warwick.

23/047 **Matters arising not on the current agenda / Minutes Action Update**
Updates and progress on all actions included in Appendix B of the paperwork were noted or were dealt with on the agenda.
23/031 – The clerk presented a draft of a notice for the telephone box book library asking donors not to place books on the floor. This was agreed – clerk to obtain laminated copies.

23/048 **Council asset safety checks** – Councillors approved the revised asset safety check schedule attached at Appendix C of the agenda paperwork. No issues of concern were reported.

23/049 **Review of Policies**
The clerk presented at Appendix D of the agenda paperwork a draft copy of a proposed Reserves and Balances Policy for consideration by the council. This was approved and adopted by the parish council.

23/050 **Planning applications to consider** –
a. 23/00933/FUL – Grimscote, Scotland Lane – rear extension. No objections were raised.
b. 23/01011/FUL – 2 Baileys Lane, - Erection of first-floor extension above the garage and main dwelling, erection of a two-storey side extension, erection of single-storey side and rear extensions, removal

of two chimneys, addition of composite panel cladding, zinc cladding and render, felling of trees T1, T3, T5 -T 8.

Objections were raised regarding the scale and massing of the proposal, the overuse of zinc cladding on roofs and vertical cladding, the overbearing visual impact of the 2-storey proposal over the garage, no design and access statement provided, contrary to NP policy H1 (more than 3 bedrooms), loss of trees for no particular reason, external finishes give negative visual impact viewed from Main St / Back Lane Local Green Space.

The clerk and chair were asked to submit an appropriate objection.

23/051 Planning Decisions to Note

Enforcement Updates

22/01855/FUL – Dog day-care business, Land off Scotland Lane. The clerk advised that the parish council's objections to the appeal had been submitted by email to the Planning Inspectorate within the time period requested and that this had been acknowledged.

Decisions Made

- a. **23/00301/LBC** - Overton Cottage, Main Street – Refurbishment of existing cottage & outbuildings - APPROVED
- b. **23/00701/VAC** – The Old Coach House, Main Street – Variation of Condition - APPROVED

Decisions Pending -

- a. **23/00722/FUL** - Burton Brook Farm, London Road - Demolition of the existing dwelling and erection of replacement dwelling

23/052 Financial Matters

- a. The clerk presented details at Appendix E of the budget position at the end of the first quarter of the financial year. This showed little variation from the anticipated budgeted expenditure and income. This position was approved by the council.
- b. The clerk presented the parish council bank statements as at 30th June 2023 showing balances of £3986.70 on the current account and £10,018.52 on the reserve account. He also presented the bank reconciliation paperwork as at 30th June 2023. These matters were noted and endorsed by the council and Cllr Pain was asked to countersign the bank reconciliation statement. Cllr Pain also undertook to investigate the availability of higher interest rate bank accounts for some of the council's reserves.
- c. The clerk presented details of the anticipated items of expenditure and income for the month of July at Appendix H of the agenda paperwork. These were approved by the council.

23/053 Community Matters

- a. Cllr Pain updated the council on his discussions with the secretary of Burton Village Land Ltd regarding the prospect of erecting a play area on the lower part of

Banks Field. Cllr Pain undertook to endeavour to obtain a list of shareholders from the secretary and to approach Sovereign Play to request whether a visual montage could be provided demonstrating how a child's play area might be incorporated into the land.

- b. The council agreed that a commemorative plaque be obtained and installed next to the Coronation Rose on Washbrook Lane. The clerk was asked to progress this matter.
- c. Cllr Warwick reminded the meeting of the arrangements for assisting with the development of pond biodiversity in the village during the Autumn.
- d. Cllr Warwick and the clerk reported back to the council on the recent meeting with the planning officer from HDC regarding the review of the Neighbourhood Plan. If this exercise was to go ahead it was clear that specialist advice would be required from a qualified and competent planning professional. Grant assistance was available for this purpose although further research was needed to assess the extent and specific nature of the advice required. The clerk was asked to report back on the relevant guidance to the September meeting of the council. The council also considered whether it might be necessary to re-establish a NP Advisory Group with the assistance of other residents of the village. Cllrs Warwick, Fletcher and Rankine indicated a willingness to sit on such a group if one were to be established.

23/054 Correspondence for Discussion

- a. The clerk outlined the content of correspondence received from the owners of Palfreyman's Yard off Washbrook Lane outlining their current position on the future of the site in that they did not intend to pursue a planning application at this time. The council noted this position.
- b. The clerk reported receipt of correspondence from LCC regarding their proposal to dim street lighting from 8pm rather than 10pm to 30% of their maximum illumination. A consultation had been opened on this matter and the clerk was asked to submit comments of concern regarding this proposal having regard to the lack of pavements for pedestrians in many parts of the village.

23/055 Correspondence for Information (including items received following publication of the agenda)

- a. The clerk advised the meeting that LCC had pursued the recent complaint regarding the overgrown hedge at the junction of Main Street and Town Street. He noted that the hedge had been trimmed in recent days.
- b. The clerk reported that the cattle grid at the far end of Carlton Lane had been scheduled for repairs by LCC within the next few months.
- c. The clerk reported that information on the temporary closure of Scotland Lane had been circulated on the WhatsApp group.
- d. Cllr Fletcher reported receipt of correspondence from a resident of Main Street regarding speeding traffic in the village and the unkempt condition of part of the church graveyard. The parish council accepted it had no direct role in either of these matters. However, the meeting was able to provide Cllr Fletcher with the

relevant information to provide to the resident on which organisations to pursue these matters with.

23/056 - Items for the next agenda – to be determined by the clerk in consultation with the chairman.

23/057 - Date of next meetings – 19th September 2023

23/058 - Exclusion of the Public
No confidential matters were considered at the meeting.

Signed

Date

Annex A

JULY						EXPENDITURE			INCOME
Voucher No.	Description of item	Cost Centre	Cost Code	Date	Expenditure or Income	Net Amount	VAT	TOTAL	
33	VAT Refund	5 Income	5.2 - Misc.	04.07.23	I				1,470.14
34	Bank Interest (July)	5 Income	5.2 - Bank Interest	11.07.23	I				7.04
35	Misc. Income (HDC Lotto)	5 Income	5.2 - Misc.	11.07.23	I				2.00
36	Streetlighting (retrofit payment)	2 Community	2.7 Street light retrofit	19.07.23	E	2,811.40	562.28	3,373.68	
37	Homeworking Allce (Dec - Jun)	3 Staffing	3.1 - Homeworking Allce	19.07.23	E	182.00	0.00	182.00	
38	HMRC - PAYE (July)	3 Staffing	3.2 - PAYE	28.07.23	E	146.40	0.00	146.40	
39	Clerk - Salary (July)	3 Staffing	3.3 - Salaries	28.07.23	E	219.89	0.00	219.89	
40	Plusnet Broadband	1 Administration	1.2 - Broadband	29.07.23	E	24.06	4.81	28.87	
41	Vodafone Mobile (July)	1 Administration	1.9 - Telephone	29.07.23	E	10.46	2.08	12.54	
Monthly Total						3,394.21	569.17	3,963.38	1,479.18