

# BURTON OVERY PARISH COUNCIL

## MINUTES OF A MEETING HELD – Tuesday 13<sup>th</sup> June 2023 at 7.30pm

**Present:** Cllr Bob Warwick  
Cllr Sarah Rankine  
Cllr Nina Garner  
Cllr Bob Pain  
Cllr Dave Fletcher

The Clerk

**23/027**      **Apologies** - None

**23/028**      **Declarations of Interest** – No declarations of interest were made in relation to matters on the agenda of the meeting

**23/029**      **Questions from members of the public** – No members of the public were present at the meeting.

**23/030**      **Approval of Minutes of the parish council meeting on 16.05.23** – Approved and signed by Cllr Warwick.

**23/031**      **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.  
22/104 – it was noted that the telephone box had now been repainted and looked in good condition. One pane of perspex was loose but remained intact. It was suggested that a notice might be placed in the phone box asking users not to leave books on the floor – Cllr Warwick undertook to draft the wording of this.  
23/021a – the provision of a commemorative plaque to be placed next to the Coronation Rose would be discussed in the future.  
23/021b – Cllr Rankine had completed arrangements for the replanting of the village planters.  
23/023c – Cllr Rankine advised that the rails to the cattle grid further along Carlton Curlieu Road were also loose. The clerk was asked to report this to the County Council.

**23/032**      **Council asset safety checks** – No issues were reported as part of the routine check of assets. The clerk was asked to add the village planters, the Coronation Rose and Jubilee bench to the list of assets for checking at the appropriate frequency.

**23/033**

**Review of Policies**

The clerk presented updated copies of the council's Code of Conduct and Scheme of Delegation. These were approved and adopted by the parish council.

The clerk also presented two new policies for consideration and adoption. The council resolved to adopt the Co-option Policy and the Protocol on Councillor/Staff Relations attached at Appendices E and F to the agenda paperwork.

**23/034**

**Planning applications to consider –**

- a. 23/00701/VAC - The Old Coach House, Main Street – Variation of Condition – The council resolved that it had no comments to make.
- b. 23/00722/FUL - Burton Brook Farm, London Road - Demolition of the existing dwelling and erection of replacement dwelling. Although this site was remote from the village settlement and general support was expressed regarding the proposed redevelopment of the buildings currently on the site, the council expressed some concerns over a number of aspects of this application. The Chairman and Clerk were authorised to liaise on a suitable submission to the planning authority.

**23/035**

**Planning Decisions to Note**

Enforcement Updates

**22/01855/FUL** – Dog day-care business, Land off Scotland Lane. The clerk advised that the Planning Inspectorate reference for the appeal made in response to this enforcement action was APP/F2415/C/23/3321631.

Progress on this could be checked on the Planning Inspectorate website - <https://www.gov.uk/government/organisations/planning-inspectorate>

Decisions Made

- a. **23/00183/FUL** – Front & rear extensions, Squirrels Leap, The Lea, Main Street - Approved
- b. **23/00343/FUL** – Yew Tree House, Elms Lane – Erection of garage (2<sup>nd</sup> revised scheme) - Approved

Decisions Pending -

- a. **23/00301/LBC** - Overton Cottage, Main Street – Refurbishment of existing cottage & outbuildings

**23/036 Financial Matters**

- a. The clerk presented at Appendix G of the paperwork bank statements as at 31st May 2023 showing balances of £4,786.90 on the current account and £10,012.14 on the reserve account. These were noted and endorsed by the council.
- b. The clerk presented details of the anticipated items of expenditure and income for the month of June in Appendix H of the agenda paperwork. These were approved

by the council including payment for the grass cutting recently carried out around the village by AIO Kibworth.

**23/037          Community Matters**

- a. The clerk circulated information relating to the criteria which need to be met for participation in the Speed Watch scheme in Leicestershire. The council felt that the criteria were too onerous for the scheme to be appropriate for use in Burton Overy. However, there was some discussion regarding the possible relevance of a Speed Indicator Device along Mayns Lane. The clerk was asked to schedule this matter for a future meeting when grant assistance may be available for such a proposal.
- b. The council's recently appointed grounds maintenance contractor had recently carried out the specified verge maintenance around the village which was felt to be effective. Cllr Rankine made reference to an overhanging hedge obstructing the pavement along the junction of Town Street with Main Street. The clerk was asked to refer this to the Highway Authority.
- c. Cllr Warwick advised the meeting that a further six Coronation mugs had been sold and that he had paid £60 into the council's bank account. Only ten mugs now remained, two of which were spoken for.
- d. Consideration was given to the letter from Burton Village Land Ltd regarding the potential use of part of Banks Field for a children's play area. Cllr Pain undertook to discuss the content of this further with the Secretary of the Company and consider how consultation with shareholders might be undertaken.
- e. With regard to a potential pond biodiversity project in the village Cllr Warwick reported that councillors had offered assistance to the owner of land containing a pond off Washbrook Lane to rejuvenate the pond and improve its accessibility in the autumn, which would provide valuable practical experience of the work necessary for the rejuvenation of pond biodiversity. This experience would be built on when considering future possible biodiversity projects for other ponds around the village including Carlton Lane and the Glebe land.

**23/038          Correspondence for Discussion** (Including matters received following publication of the agenda)

- a. The clerk outlined the content of correspondence received regarding future possible uses of Palfreyman's Yard off Washbrook Lane. A draft response was considered and agreed at the meeting.

**23/039          Correspondence for Information** (including items received following publication of the agenda)

- a. The LRALC June training bulletin was circulated and councillors advised to contact the clerk if they wished to take up any of the training on offer.
- b. The clerk circulated preliminary information regarding a proposed TTRO for Scotland Lane during late July. The information would be circulated on the WhatsApp Notice board closer to the time.

**23/040 -          Items for the next agenda – Policy Updates / Play area update**

**23/041 - Date of next meetings – 18<sup>th</sup> July 2023**

**23/042 - Exclusion of the Public**

No confidential matters were considered at the meeting.

**Signed**

**Date**

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### Annex A

JUNE						EXPENDITURE			INCOME
Voucher No.	Description of item	Cost Centre	Cost Code	Date	Expenditure or Income	Net Amount	VAT	TOTAL	
22	Insurance (BHIB)	1 Administration	1.5 - Insurance	01.06.23	E	373.15	0.00	373.15	
23	ICO (Information Commissioner)	1 Administration	1.3 - Data Protection	02.06.23	E	35.00	0.00	35.00	
24	Misc. Income (HDC Lotto)	5 Income	5.2 - Misc.	11.06.23	I				2.50
25	Bank Interest (June)	5 Income	5.2 - Bank Interest	11.06.23	I				6.38
26	Sale of Coronation Mugs	5 Income	5.2 - Misc.	12.06.23	I				60.00
27	Phone Box Repaint	2 Community	2.4 - Gen Repairs	09.06.23	E	220.00	0.00	220.00	
28	Grass Cuts	2 Community	2.9 - Village Maintenance	09.06.23	E	200.00	0.00	200.00	
29	HMRC - PAYE (June)	3 Staffing	3.2 - PAYE	28.06.23	E	146.40	0.00	146.40	
30	Clerk - Salary (June)	3 Staffing	3.3 - Salaries	28.06.23	E	219.89	0.00	219.89	
31	Plusnet Broadband	1 Administration	1.2 - Broadband	28.06.23	E	24.06	4.81	28.87	
32	Vodafone Mobile (June)	1 Administration	1.9 - Telephone	28.06.23	E	10.46	2.08	12.54	
Monthly Total						1,228.96	6.89	1,235.85	68.88