

# BURTON OVERY PARISH COUNCIL

## MINUTES OF A MEETING HELD – Thursday 16<sup>th</sup> November 2021 at 7.30pm

**Present:** Cllr Bob Warwick  
Cllr Sarah Rankine  
Cllr Bob Pain  
Cllr Nina Garner  
The Clerk

**21/126 Apologies** – Cllr Dave Fletcher

**21/127 Questions from members of the public** – None present

**21/128 Declarations of interest** – none

**21/129 Approval of Minutes of the parish council meeting on 14.10.21** –  
Approved and signed by Cllr Warwick.

**21/130 Matters arising not on the current agenda / Minutes Action Update**  
It was agreed to remove item 21/098 from the Minutes Action Update.  
The clerk was asked to query with Harborough DC if the Conservation Officer's report had yet been produced in relation to application ref. 21/01671/FUL (holiday lodges off Carlton Lane).  
Updates on all other actions were noted, some of which appeared on the agenda of this meeting.

**21/131 Emergency Covid 19 information and measures arising between meetings** – None to consider and it was agreed to remove this as a standing item on the meeting agenda.

**21/132 Council asset safety checks** – no adverse issues were reported in relation to the assets.  
A review of the responsibilities for and frequency of the routine checking of the assets was proposed by the Chairman and agreed at the meeting. The clerk was asked to circulate the agreed revisions to all councillors and to schedule relevant items on the agenda of future meetings when appropriate.

**21/133 Planning matters to consider** –  
a. **21/01838/FUL** - Erection of a first-floor extension to rear with balcony, single-storey side/rear extension adjoining house to garage, conversion of garage to habitable accommodation and

erection of a first floor to garage, and demolition of parts of existing dwelling and removal of garage roof - Willowbank, Back Lane. The council was concerned about the loss of garden space and parking space around the dwelling and resolved to submit these concerns to HDC.

- b. **21/01923/TCA** - Works to trees (fell), 3 Baileys Lane.

This application was noted and the clerk asked to request whether the planning authority could require the planting of replacement trees in order to offset the loss of the significant number of felled trees at the site.

#### **21/134 Planning decisions taken by HDC**

The following decisions were noted -

- a. **21/01626/TCA** – Works to tree (fell), The Old Rectory, Rectory End.
- b. **21/01601/PCD** - Discharge of condition 3 (materials) and condition 4 (landscaping) of 18/01535/FUL, 4 Baileys Lane.

#### **21/135 Finances –**

- a. The bank statements as at 31<sup>st</sup> October were noted.
- b. Payments (to be) made during November (See Annex A) were considered and endorsed / approved for payment.
- c. The council considered a first draft of a proposed budget for 2022-23 and made a number of amendments and alternative proposals for expenditure. The clerk was asked to compile the proposed changes and bring these back to the next meeting for final consideration prior to the setting of the precept for 2022-23.

#### **21/136 Community Matters –**

- a. Cllr Pain reported that the revision of the village directory was now almost complete with only one significant update yet to be confirmed. The clerk undertook to revise the electronic version of the directory when available and produce a final draft for consideration by all councillors prior to final publication.
- b. Cllr Warwick confirmed that the defibrillator training session would take place in the village hall at 10.30 on Saturday 27<sup>th</sup> November. A reminder would be published on the WhatsApp Noticeboard.
- c. Cllr Rankine updated the meeting on the work being undertaken to install planters in the roadside verge adjacent to the village entrance signs on Mayns Lane, Carlton Lane and Washbrook Lane. The first steps would be to seek the approval of the highway authority and to seek quotations for the work prior to submission of a grant application to part-fund the work.
- d. The clerk updated the meeting on further information which had been received regarding the ownership of the land known as Scotland Thicket. This would be used to develop an options appraisal for the council to allow consideration of the merits of submitting application for the designation of the site as a village green. Further reports would be presented to the council in due course.

**21/137 - Correspondence for discussion**

- a. The clerk presented details received from Harborough DC for proposals to revise the Harborough Rural Strategy. These were noted by the council.
- b. The clerk presented details of the Annual Report and Financial Accounts received from the village hall management committee. These were noted by the council.
- c. The clerk advised the council that the current broadband contract for the wifi facility in the village hall was due to expire early in 2022 and that an offer had been received from the current supplier to continue the service at a reduced cost. The council agreed to renew the broadband contract at the village hall with Plusnet.
- d. The clerk advised that a membership renewal invitation had been received from SLCC (Society of Local Council Clerks), with an associated cost of £95. The council agreed to renew the subscription.

**21/138 - Correspondence for information**

- a. The clerk report receipt of the annual tree inspection report from the volunteer tree warden on the Jubilee Oak. No adverse matters were reported and the council noted the report and thanked the tree warden for his continuing support on this matter.
- b. The chairman reported back on the reply from County Councillor Feltham on the allocation of the Members' Highway Fund. Further details on successful projects in the current financial year would be reported by Leicestershire CC in the new year.
- c. The clerk advised of receipt of information from Leicestershire CC, since the publication of the agenda, regarding a consultation of their draft strategic plan for 2022-25. This was noted by the parish council.
- d. The clerk advised of receipt of information from Kibworth Beauchamp Parish Council, also after the publication of the agenda, on proposals to consult on the revision of the Kibworths Neighbourhood Plan. The council asked that the clerk include an item on the next meeting agenda to allow further consideration of this consultation.

**21/139 - Items for the next agenda – Draft Budget 2022-23 / Kibworths Neighbourhood Plan review / Grant Application – Village planters.**

**21/140 - Date of next meeting – 14<sup>th</sup> December 2021**

**21/141 - Exclusion of the Public**

No confidential matters were considered at the meeting.

**Signed**

**Date**

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## Annex A

NOVEMBER						EXPENDITURE			INCOME
55	Zoom	Admin	1.10 - Zoom	05.11.21	E	11.99	2.40	14.39	
56	Interest Received (Nov)	Income	5.2 - Misc.	11.11.21	I	0.00	0.00	0.00	0.08
57	Homeworking All'ce (Aug Sept Oct)	Staffing	3.1 - HWA	18.11.21	E	78.00	0.00	78.00	
58	HMRC	Staffing	3.2 - PAYE	20.11.21	E	130.00	0.00	130.00	
59	Clerk's Expenses (Jan-Oct)	Staffing	3.5 - Training & Expenses	20.11.21	E	102.39	0.00	102.39	
60	Clerk Salary (Nov)	Staffing	3.3 - Salaries	28.11.21	E	195.14	0.00	195.14	
61	Plusnet	Admin	1.2 - Broadband	29.11.21	E	25.00	5.00	30.00	
Monthly Total						542.52	7.40	549.92	0.08