

# BURTON OVERY PARISH COUNCIL

## MINUTES OF A MEETING HELD – Tuesday 15<sup>th</sup> September at 7.30pm

**Present :** Cllr Carolyn Carson (Chairperson)  
Cllr Dave Fletcher  
Cllr Kate Goddard  
Cllr Sarah Rankine  
Cllr Bob Warwick

The Clerk

**20/254. Apologies** – None

**20/255. Questions from members of the public** – Taken under item 20/259 d.

**20/256. Declarations of interest** – None

**20/257. Approval of Minutes 21.07.20** – Approved and signed remotely by Cllr Rankine.

**20/258. Matters arising not on the agenda** – None

**20/259. Planning – to consider**

**a. Village green and the revision of the Neighbourhood Plan** – It was agreed that open green areas of interest, such as the triangle at the top of Scotland Lane, would be incorporated into the revised Neighbourhood Plan. The revision of the N.P. would be started in 2021.

**b. Ref. No: 20/01175/LBC – The Old Rectory. Rectory End** – It was agreed that the response submitted would note that it was important to protect features of architectural and historic value and that the council relied on the planning team at HDC to ensure this.

**c. Ref. No: 20/01308/TCA – 2 Bailey’s Lane** – It was noted that this application referred to trees on land owned at Washbrook Lane. It was agreed that there was no comment.

**d. Carlton Lane Hedge and other Highways issues** – The Clerk reported that correspondence from emh homes received November 2016 confirmed that they would cut the hedge on a cyclical program. They were contacted again in September 2018 and it was confirmed in the parish council minutes that the hedge would be cut twice a year. Cllr Warwick had undertaken the cutting of the hedge twice now in the absence of any work undertaken by emh homes. Clerk to follow up with emh homes as the overgrown hedge was a hazard on a dangerous corner.

Following a complaint from a resident, Cllr Fletcher inspected the verge along Beadswell Lane and confirmed that on this single track road it would be beneficial for the verge to be cut. Clerk to contact Highways and request this.

**20/260. Planning decisions** – Noted

**20/261. Insurance matters**

**a. Council asset safety checks** – No safety issues were reported. Cllr Rankine agreed to clean and tidy the village noticeboard.

**b. Asset values working document** – Received. After review it was agreed that there would be no changes to the current insurance valuations.

**20/262. Finances**

**a. Payments** of £211.27 and £52.80 (Clerk's net salary and PAYE September) were agreed.

**b. July on-line bank statement – payments** of £14.39 (Zoom Pro), £52.80 (Clerk's PAYE June), £30 (broadband) and £211.27 (Clerk's net pay July) were noted. A bank transfer of £500 from the Business Instant Access Account was noted.

**c. Payments agreed between meetings** – Noted that payments to HDC (dog waste collection), Clerk's net salary (August) and PAYE (July) were agreed and paid between meetings.

**d. August on-line bank statement – payments** of £14.39 (Zoom Pro), £3373.68 (2<sup>nd</sup> of 5 instalments for LED retrofitting), £106.49 (dog waste collection), £52.80 (Clerk's July PAYE) and £30 (broadband) were noted.

**e. Clerk's expenses – Payment** of £104 (six months home working allowance) was approved.

It was further agreed that the Clerk could use the Clerk's parish council debit card to purchase printer paper on-line.

**20/263. Website Accessibility** – The draft assessment based on NALC's publication 'Website Accessibility Requirements' was noted. It was agreed that this would be reviewed at the next meeting, following the Clerk's training.

**20/264. VE Day Commemoration** – It was agreed that the HDC grant of £500 would be used after the Covid 19 restrictions on gatherings were lifted, to fund a village street party and the planting of one or more oak trees in remembrance of those who died during the second world war.

**20/265. Village Litter Pick** – It was noted that this had been cancelled as it was no longer supported by HDC due to the new Covid 19 restrictions.

**20/266. Tree Planting** – It was agreed that this would be reviewed when the Covid 19 restrictions were more flexible.

**20/267. Retirement of Clerk** – It was noted that the Clerk intended to retire after the December meeting and that beginning the process of appointing a new Clerk was a matter of urgency. Clerk to confirm the legal requirements of the process and the Chairperson to flag up on village groups that a vacancy would be advertised in due course and to invite expressions of interest.

**20/268. Village Directory** – It was agreed that due to changing Covid 19 restrictions it was not appropriate to revise this at the moment, although consideration could be given to an on-line summary.

**20/269. Village Newsletter** – It was agreed that no Autumn Newsletter would be produced.

**20/270. Correspondence for discussion**

**a. Harborough District Open Space Strategy consultation** – It was agreed that there was no comment.

**b. White Paper ‘Planning for the Future’** - It was agreed that NALC response was useful and that the council supported CPRE. Concern was expressed about whether the village conservation status would give it ‘protected’ status under this proposed new planning law. No further response to be made.

**20/271. Correspondence for information** – It was noted that the LRALC AGM took place on 14<sup>th</sup> September. Clerk to circulate Minutes when available.

**20/272. Biodiversity Training** – Clerk to request places for Cllrs Rankine and Goddard on Course 2 beginning 25<sup>th</sup> September.

**20/273. Items for the next agenda** – None other than those raised during the meeting.

**20/274. The date of the next meeting was confirmed as Tuesday 20<sup>th</sup> October.**

**The meeting finished at 9 pm**

**Signed**

**Date**

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**Members of the public are invited to all Parish Council meetings**