

All Councillors are summoned to a

## BURTON OVERY PARISH COUNCIL MEETING

on Tuesday 18<sup>th</sup> March 2025 at 7.30 p.m. at Burton Overy Village Hall

24/153. Apologies for absence

24/154. Declarations of Members' interests

24/155. Questions from members of the public

24/156. To approve as a correct record the minutes of the meeting held on 18.02.25

**Appendix A**

24/157. Matters arising and not on the agenda / Minutes Action List

**Appendix B**

24/158. Council asset safety checks - to update information and agree any action necessary

24/159. Neighbourhood Plan Review

- Regulation 14 Consultation Responses & Update
- NP Support Funding 2025-26

**Appendix C**

24/160. Harborough Local Plan – Public Consultation

**Appendix D**

24/161. Planning Applications Received for Consideration

**25/00205/FUL** - Change of Use from Holiday Let (C5) to Dwelling (C3); Hares Furrow, Mayns Lane

24/162. Planning decisions to note -

Enforcement Updates

Dog day-care operation, Scotland Lane – Appeal remains pending (complaint response from Planning Inspectorate)

Decisions Made

**Ref – 25/00043/TCA** – Works to Trees (reduce height); St Andrew's Church, Rectory End  
APPROVED

Decisions Pending

**Ref – 24/01447/FUL** – Demolition of existing barn and construction of replacement building to form an annexe and storage ancillary to the existing farmhouse; Burton Lodge Farm, London Road

24/163. Financial Matters

- a. Banking Statements at 28.02.25
- b. Payments to be agreed / noted during March

**Appendix E**

**Appendix F**

24/164. Community Matters

- a. Christmas 2025 (lighting arrangements / decorations / potential; grant application) **Appendix G**
- b. Streetlighting
- c. Burton Overy Village Archive
- d. Spring Newsletter
- e. Verbal update in litter 'Wombles'

24/165 Correspondence for discussion (plus urgent items received after agenda publication)

- a. LCC Right of Way Improvement Plan **Appendix H**
- b. Local Government Reorganisation – proposed options

24/166. Correspondence for information

- a. Vodafone – annual increase in charges (CPI + 3.9%)
- b. TTRO (Road Closure) – Scotland Lane, 12-22<sup>nd</sup> April

24/167. Items for the next Agenda

24/168. To confirm the date of the next meeting of the Parish Council – 15.04.25

24/169. To consider, if necessary, a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, should any items be considered of a confidential nature.

Members of the public and press may attend this meeting.

The meeting may be recorded, filmed or broadcast provided that such activity does not impede the conduct or business of the meeting.

All appendices may be seen on the parish council website or by contacting the Clerk.

Clerk to the Council  
Tel - 07827 797125  
Email: [clerk@burtonoverypc.gov.uk](mailto:clerk@burtonoverypc.gov.uk)

12.03.25  
[www.burtonoverypc.gov.uk](http://www.burtonoverypc.gov.uk)

# BURTON OVERY PARISH COUNCIL

## MINUTES OF A MEETING HELD – Tuesday 18<sup>th</sup> February 2025

**Present:** Cllr Bob Warwick (Chairman)  
Cllr Sarah Rankine  
Cllr Bob Pain  
Cllr Rebecca Brown

The Clerk – Phil Woodward

**24/136** Apologies were received and approved for Cllr Dave Fletcher.

**24/137** No interests were declared.

**24/138** **Questions from members of the public** – One member of the public was present who complimented the efforts of the ‘village wombles’ who cleared litter from the grass verges and hedgerows around the village.

**24/139** **Approval of Minutes of the parish council meeting on 21.01.25** – Approved and signed by Cllr Warwick.

**24/140** **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.  
In particular, it was agreed to remove items 23/063 and 23/105b which related to ponds in the village; to refer the matter of the dropped and damaged kerbs and the indented grass verge (as a result of traffic driving over it) to the County Council; to refer to the County Council again the slippery and damaged pavement and adjacent road on Main Street (to the north of Baileys Lane) as a result of the spring in the grass verge; and to acquire a number of plastic folder wallets in which to insert copies of the parish council meeting minutes which are retained in the church foyer.  
It was noted also that in relation to item 24/131 that Cllr Pain was still awaiting the receipt of reports from the flood management consultant in relation to the recent episodes of flooding.

**24/141** **Council asset safety checks** – No issues were reported

**24/142** **Neighbourhood Plan Review**  
The clerk updated the meeting on consultation responses received to date in connection with the Regulation 14 consultation on the draft Neighbourhood Plan Review. These were being recorded in the documentation received from YourLocale and would be reported more fully to the next meeting.

- 24/143**      **Planning applications to consider –**  
**Ref – 24/01447/FUL** – Demolition of existing barn and construction of replacement building to form an annexe and storage ancillary to the existing farmhouse; Burton Lodge Farm, London Road – No objection but recommendation of a condition requiring the dwelling to be used only in association with the farm  
**Ref – 25/00043/TCA** – Works to Trees (reduce height); St Andrew’s Church, Rectory End – objection to be raised that the works are unnecessary.

- 24/144**      **Planning Decisions to Note**  
Enforcement Updates  
**Ref - 22/01855/FUL** – Dog day-care business, Land off Scotland Lane. The appeal remains pending with the Planning Inspectorate.

Decisions Made  
None during the period

Decisions Pending  
None currently pending.

- 24/145**      **Financial Matters**
- a) The clerk presented details at Appendix C of the banking statements for the month ending 31<sup>st</sup> January 2025 showing balances of £49.68 (Lloyds current account) and £13,500.00 (Lloyds reserve account) in addition to the £10,252.05 reported previously in the Nationwide deposit account. These were received and approved.
  - b) The clerk presented details of the anticipated payments and receipts due in February at Appendix D of the paperwork. These were endorsed and approved by the council for payment.

- 24/146**      **Review of Policies**  
The clerk presented updated versions of the following policies –
- i. Risk Management & Risk Register for 2025
  - ii. Equalities Policy
  - iii. Data Protection Policy
- These were considered and approved by the Council.

- 24/147**      **Community Matters**
- a. The clerk updated the council on information being gathered on the provision of a permanent, wired supply of electricity for the annual Christmas lights. Agreement had now been received from Burton Overy Land Ltd and a quote had been requested from an electrician for the essential connection works. It was hoped that this would be available for the next meeting at which further consideration can be given to moving ahead with the proposal.
  - b. Cllr Warwick reported the progress that had been made on establishing a photographic archive of village history and events on the PC website. It was noted

that this would be a long-term project and that external assistance would probably be needed. Cllr Warwick undertook to contact Mr G Thompson in the village who was known to be a keen photographer and holder of many historic images from around the village.

**24/148 Correspondence for Discussion**

- a. The clerk reported receipt of communications from Harborough DC in relation to the Community Grants scheme which they had recently established. This source of potential capital funding was made available on a parish by parish, pro-rata basis and £5k was indicated as being available for schemes in Burton Overy. The clerk had circulated a WhatsApp message on the PC Noticeboard regarding this and one response had been received relating to the potential installation of an additional streetlight on Carlton Lane. It was also possible that the provision of a permanent mains electricity supply for the Christmas tree would qualify, subject to securing community buy-in for either of these schemes. Cllr Pain suggested the provision of a third defibrillator near the Dairy might also be a useful scheme. The clerk was asked to make enquiries with the County Council to establish what the likely costs would be of erecting an additional street light. It was resolved to focus on the provision of a permanent electricity supply for the Christmas tree at this stage rather than the additional streetlight or the defibrillator and to include information on these opportunities in the next village Newsletter due in the Spring.

**24/149 Correspondence for Information** (including that received following publication of the agenda)

- a. The clerk circulated details of the joint statement issued by the Leaders of the seven district councils in Leicestershire in response to the proposals for local government reorganisation in the County. The information was noted.
- b. The clerk circulated a copy of the highway drainage map provided by the County Council in response to the recent request. It was noted that this was scant of any meaningful or detailed information. The clerk would also pursue any relevant information which might be available from Severn Trent Water.
- c. The clerk advised the Council that the by-election for the vacant seat in Glen Ward at the District Council would take place on 19<sup>th</sup> March.
- d. The clerk circulated details of flood protection information he had sourced both from the District Council and the County Council. The information was noted as being primarily sign-posting information to further advice or to commercial companies who sold flood protection equipment.

**24/150 - Items for the next agenda** – Village archive material / Neighbourhood Plan / Streetlighting / HDC Grant bids / update on ‘wombles’ activity

**24/151 - Date of next meetings** – 18<sup>th</sup> March 2025.

**24/152 - Exclusion of the Public**

No confidential matters were considered at the meeting.

Signed

Date

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**Annex A**

FEBRUARY						EXPENDITURE			INCOME
85	Internal Audit	1 Administration	1.1 - Audit	03.02.25	E	200	0	200	
86	Bank Interest (Jan)	5 Income	5.2 - Bank Interest	10.02.25	I				11.98
87	Misc. Income (HDC Lotto)	5 Income	5.2 - Misc.	14.02.25	I				2.00
88	YourLocale - NP Support	2 Community	2.6 - Neighbourhood Plan	20.02.25	E	1,500.00	300.00	1,800.00	
89	Village Hall (Room Hire)	1 Administration	1.11 - Miscellaneous	21.02.25	E	120.00	0.00	120.00	
90	HMRC - PAYE (Jan)	3 Staffing	3.2 - PAYE	28.02.25	E	165.20	0.00	165.20	
91	Clerk - Salary (Jan)	3 Staffing	3.3 - Salaries	28.02.25	E	247.99	0.00	247.99	
92	Vodafone Mobile & Bband	1 Administration	1.9 - Telephone	28.02.25	E	34.82	6.95	41.77	
93	Bank Charges	1 Administration	1.11 - Miscellaneous	28.02.25	E	4.25	0	4.25	
<b>Monthly Total</b>						<b>2,072.26</b>	<b>306.95</b>	<b>2,579.21</b>	<b>13.98</b>

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## BURTON OVERY PARISH COUNCIL

### COUNCIL MEETING ACTION LIST – Feb 2025

MINUTE REF.	ACTION	OWNER	DATE COMPLETE / UPDATE
24/139	Post the agreed January minutes and the draft February minutes on website	Clerk	Posted online – 21.02.25
24/140	Refer to LCC – damaged and worn kerb and grass verge at junction of Bell Lane & Beadswell Lane	Clerk	Referred by email – 25.02.25 Reply – 26.02.25 ‘no action warranted’
24/140	Refer to LCC – spring in grass verge outside Paddock View, Main Street causing damage to pavement.	Clerk	Referred by email – 25.02.25 Acknowledged – 03.03.25
24/140	Acquire plastic wallet folders for copies of minutes in church foyer	Clerk	Acquired – 26.02.25
24/142	Neighbourhood Plan Reg 14 consultation feedback to be listed on next meeting agenda	Clerk	Listed on March meeting agenda
24/143	Submit comments to HDC planners re app’n ref - 24/01447/FUL and 25/00043/TCA	Clerk	Comments submitted – 19.02.25
24/145b	Make payments agreed at the meeting.	Clerk	Payments made when due.
24/146	Post updated copies of relevant policies on website.	Clerk	Updated policies posted on website – 25.02.25
24/129e	Confirm internal audit appointment with LRALC when paperwork received	Clerk	Pending (paperwork not yet received)
24/096	Await response from MP re planning inspectorate resources and current delays relating to enforcement action at Dog Day Care on Scotland Lane.	Clerk	Acknowledgement received – 28.11.24
24/147a	Continue enquiries re potential costs of installing mains power supply to the Christmas tree and report to March meeting.	Clerk	Estimate received – 10.03.25
24/147b	Make arrangements for updating PC website with village history archives & photographs. Cllr Warwick to make contact with Mr G Thompson regarding this.	Clerk Chair	Ongoing
24/131	Write to LCC re recurring flooding to Main Street & Town Street.	Clerk	Letter sent by email – 28.01.25 Awaiting reply

## APPENDIX B

	Cllr Pain to report back on meeting with Flood Consultant.	Cllr Pain	Pending
<b>24/148</b>	Enquire with LCC the estimated costs of installing additional streetlight	Clerk	Email query submitted – 20.02.25 Reply – 06.03.25
<b>24/148</b>	Enquire re potential availability & cost of large Christmas light decorations.	Cllrs Rankine & Brown	Pending
<b>24/148</b>	Assess information required for submission of community grant application to HDC	Clerk	Email registration completed – 27.02.25
<b>24/149b</b>	Assess information available from Severn Trent Water on sewer maps for the village	Clerk	Access to data gained – 21.02.25
<b>23/035</b>	Maintain a check on Planning Inspectorate website for progress on Dog Day Care, Scotland Lane	Clerk	Appeal documents now submitted on PI Website, Ref – APP/F2415/C/23/3321631



**BURTON OVERY NEIGHBOURHOOD PLAN REVIEW****TABLE 1 – PRE-SUBMISSION CONSULTATION COMMENTS RECEIVED**

<b>DATE</b>	<b>COMMENTING BODY / INDIVIDUAL</b>	<b>REF. NO.</b>
27.01.25 (by letter)	Historic England	25/001
03.02.25 (by letter)	Coal Authority	25/002
07.02.25 (website form)	G Muir, The Old Rectory, Rectory End	25/003
27.02.25 (by letter)	Natural England	25/004
28.02.25 (website form)	Harborough DC	25/005
04.03.25 (website form)	Kate Barker	25/006
04.03.25 (website form)	Leicestershire County Council	25/007
04.03.25 (website form)	Sandra Dudley & Simon Gill	25/008
05.03.25 (website form)	David Topping	25/009
05.03.25 (by email)	Michael & Rebecca Broughton	25/010

**TABLE 2 - PRE-SUBMISSION CONSULTATION RESPONSES**

<b>Ref. No. (see above)</b>	<b>Chapter/Section</b>	<b>Policy Number</b>	<b>Comment</b>	<b>Response</b>	<b>Amendment</b>
25/001	Generic	Generic	Ensure policies are included which safeguard designated heritage assets		None proposed
25/002	Generic	Generic	the area to which this consultation relates is not located within the defined coalfield. On this basis we have no specific comments to make.		None proposed
25/003	Generic	Generic	Does Harborough District Council's recent confirmation that their 5-year housing supply has fallen to		

			3.55 years affect the draft plan and, if so, in what ways?		
25/004	Generic	Generic	<p>Natural England does not have any specific comments on this draft neighbourhood plan.</p> <p>Data on all local environmental assets (e.g. populations of protected species; priority species and/or habitats; local wildlife sites, soils and best / most versatile agricultural land or local landscape character) should be evaluated to assess whether a Strategic Environmental Assessment is warranted.</p>		
25/005			<p>The references to the NPPF 2023 should be updated to NPPF Dec 2024. The paragraph references will also need to be checked as they may have changed</p> <p>The pre submission version of the new Local Plan 2020 to 2041 does not contain a housing requirement for Burton Overy.</p> <p>The plan supports provision of an affordable housing exception site, but without an allocation for housing the plan may not benefit from paragraph 14 of the NPPF.</p> <p>As the Local Planning Authority (LPA) cannot now demonstrate a 5 year housing supply (Feb 2025), applications will likely be approved unless granting permission</p>		

		<p>Policy HD2</p> <p>ENV7</p> <p>ENV6</p>	<p>conflicts with the policies in an up to date plan (less than 5 years old for neighbourhood plans) which allocates housing to meet the identified settlement need.</p> <p>The site adjoins or is close to the Settlement Boundary; - 'close to' may be too ambiguous for decision makers.</p> <p>P. 7 – Policy ENV 7 – suggest checking the para numbers of the Dec 2024 NPPF to ensure they are correct. The same paragraph numbers are repeated on P. 39 so these will also benefit from checking.</p> <p>The inclusion of Policy ENV 7 Non-Designated Heritage Assets is welcomed. The list of assets is a considered list which has been researched and the information is clearly presented in line with best practice.</p> <p>Policy ENV 6 – it is encouraging to see that the ridge and furrow has been re-assessed and mapped to provide the most accurate picture of the quality of the remaining ridge and furrow. It is also good to see that this level of detail on the quality is also included in Appendix 3 – Environmental Inventory.</p>		
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		<p>ENV7</p>	<p>It is good that the Design Codes and Guidance Report recognizes the different character areas arising from the historic development of the village and provides clear visual evidence to illustrate this.</p> <p>P. 7 – Policy ENV 7 – suggest checking the para numbers of the Dec 2023 NPPF to ensure they are correct – in the December 2023 version the section of the document on conserving or enhancing the historic environment commences at para 195. The same paragraph numbers are repeated on P. 39 so these will also benefit from checking.</p> <p>P.38 - Figure 10 - It would be useful to show the Grade II* asset (1061587) in a different color (as has been done for the Scheduled Monument) to ensure that the different levels of asset significance are clearly identified.</p> <p>It is interesting to see that the list has been divided into assets already included in the HER and those identified by the plan itself. It should be noted that BOHA02 The Springs, Carlton Lane is currently on the Leicestershire HER MLE29213.</p>		
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			<p>Appendix 5 – the map (see comments for map on P.38) the appendix lists the designated heritage assets including the list entry number and level of designation which is good to see. It may be helpful to include a hyperlink for each entry which can take the reader directly to the full listing entry on the Historic England website.</p> <p>Appendix 6 - this has been produced in line with best practice and provides the reader with a good understanding of the reasons for inclusion and the local significance of the identified assets. Where group value is identified it is recommended that the buildings in the group are named rather than stating 'given neighbouring properties' as this provides a clear indication of the buildings within the identified group – the Old School and the Old School House.</p>		
25/006	Generic	Generic	Thank you all for your hard work in preparing this useful and informative NP.		
25/007		ENV 9	I would support the adoption of new policy no. ENV 9 as it seeks to assert and protect the public's use and enjoyment of public rights of way and is also in alignment with NPPF with regards to walking and travel choice.		

		<p>ENV 8</p> <p>ENV11</p>	<p>I also support the retention of policy no ENV 8: Important Views and its particular emphasis on protecting the views of landscapes from public rights of way.</p> <p>Paragraph 1 - Agree</p> <p>Paragraph 2 - Unclear on the purpose of this policy requirement. Small drainage ditches and roadside gullies modifications are regulated under the Land Drainage Act and/or Highways Act. It potentially creates a barrier to improving flood risk infrastructure which may have an adverse effect on green and open spaces.</p> <p>Paragraph 3</p> <p>Bullet point 1 - Already covered by Paragraphs 173-176 of NPPF (Sequential Test).</p> <p>Bullet point 2 – No comment at this time.</p> <p>Bullet point 3 - Already covered by Paragraphs 178 and 181 of NPPF.</p> <p>Bullet point 4 - Already covered by Paragraph 182 of NPPF. Has the potential to be onerous for a single dwelling to produce a maintenance plan.</p> <p>Bullet point 5 - Agree, welcomed.</p> <p>Specific requirements for SuDS</p> <p>Plus – loads of general comments about LCC statutory functions, its limited resources for delivering these and its reliance on developer</p>		
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			contributions to contribute to local infrastructure needed to satisfy the needs of a growing population.		
25/008	Chapter 2; page 9		Point of accuracy: the “former butcher’s shop and cottage in the Main Street” no longer exists (destroyed by fire). It has been replaced by a sympathetic new build on the same footprint.		
	Chapter 2, p.10		Point of information: brick buildings include houses built from non-standard, locally made, pre-Victorian bricks.		
	HD2 (p22)		The listed criteria do not include a requirement for any relevant development proposal to address environmental sustainability and energy-efficiency requirements. An additional criterion is suggested, along the lines of “(e) The development consists entirely of affordable or mixed-tenure housing to be built to high standards of sustainability and energy-efficiency.” This would raise standards of sustainability in rural housing and result in energy cost-savings for future occupants that would be particularly desirable for people needing affordable housing.		
	HD3 (p23)		Consideration should also be given to the limiting of light pollution due to street and/or security lighting”		





	<p>Page 38</p> <p>Generic</p>	<p>of Sites says that it only has 'Traces of Ridge and Furrow'. Also, in appendix 3 field 059 scores high for wild life which isn't true as recorded in the environmental assessment that accompanied the planning applications. This last point brings me on to those conducting the assessments and to their expertise and competency in evaluating these fields and their consistency and their bias.</p> <p>shows the boundary of the Scheduled Monument which is incorrect. Page 7 of the Medieval Manorial Fishponds at The Banks shows the boundary less accurate than that shown on Page 38 previously mentioned.</p> <p>I would also like to stress that the Parish Council should give serious consideration to the setting of the Burton Overy settlement and not just the potential encroachment from the inevitable extensive housing development that will be built along the highly visible ridgeline on Oaks Road and the very negative impact it will have on our village. Consideration should also be given to the traffic that would be generated through our village from the Pennbury development near the airport.</p>		
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## **HARBOROUGH DC – LOCAL PLAN PUBLIC CONSULTATION ARRANGEMENTS**

### **RE: Proposed Submission Draft Harborough Local Plan 2020-2041 (Draft Local Plan) – Public Consultation**

The public consultation on the Proposed Submission Draft Harborough Local Plan 2020-2041 (Draft Local Plan) and supporting documents starts on Monday 10th March and will run until Tuesday 6th May 2025 in accordance with Regulation 19 and 20 of the Town and Country Planning (Local Planning) (England) Regulations 2012. All links will be live from 9am on Monday 10th March.

The Draft Local Plan covers the whole administrative area of Harborough District. It details our vision and framework to guide development within the district for the period between 2020 and 2041. It sets out a strategy for the amount, location and design of new built development (such as homes, schools, employment and retail) in a way that helps to ensure the vitality of communities, protect the district's rural character and unique built and natural heritage, as well as improve the natural environment and tackle climate change.

This consultation is an essential stage of Local Plan preparation. It represents the final opportunity to comment on the Draft Local Plan before it is submitted to the Secretary of State for Examination.

### **Period of publication for representations**

Representations are invited on the Draft Local Plan and associated documents between 9am on 10th March and 9am on 6th May 2025. Should you wish to make representations on the consultation documents you must do so within the consultation period. Any representations submitted outside the statutory consultation period will not be accepted.

### **Document availability**

The Draft Local Plan and associated documents are available to view electronically at <https://harborough.oc2.uk/> on Harborough District Council website.

You can view and comment on the following documents:

- Proposed Submission Draft Harborough Local Plan 2020-2041
- Policies Map
- Sustainability Appraisal (SA)
- Sustainability Appraisal Non-Technical Summary
- Habitats Regulations Assessment (HRA)

### **Making a representation**

All comments must be submitted in writing using the representation form. This can be accessed and submitted in a number of ways.

The easiest and quickest method is through our dedicated online consultation page. This will ensure your representations are accurately logged and easily submitted to the Inspector. To make a representation you will need to login. If you cannot remember your password, please follow the link provided on the web page.

However, if you are unable to make your representation using the online consultation page, you can make your comments by downloading a Word version of the Representation Form from [www.harborough.gov.uk/representation-form](http://www.harborough.gov.uk/representation-form). Alternatively, you can request a representation form by contacting the Strategic Planning Team on telephone 01858 821160 or email: [planningpolicy@harborough.gov.uk](mailto:planningpolicy@harborough.gov.uk).

Completed representation forms can be returned electronically to [localplan@harborough.gov.uk](mailto:localplan@harborough.gov.uk) or by post to: Strategic Planning Team, Harborough District Council, The Symington Building, Adam and Eve Street, Market Harborough, Leicestershire, LE16 7AG.

### **What to consider when making a representation**

Representations at this stage should only be made on the legal and procedural compliance of the Draft Local Plan and if it is sound. Guidance notes have been prepared to help you make representations and these can be viewed on the Council's website at [www.harborough.gov.uk/representations-guidance-notes](http://www.harborough.gov.uk/representations-guidance-notes)

Please note that you must include your full name and contact details. The Council cannot legally accept anonymous submissions during this representations period as these cannot be considered by the Planning Inspector. Please note that your name and response will be made public as part of the examination process and that this is required by legislation and therefore complies with GDPR legislation.

### **Supporting Evidence**

A wide range of supporting evidence has been prepared to inform the policies set out in the Draft Local Plan. This is available alongside the all the Proposed Submission documents on the Councils' website.

### **Further information**

You can view the main documents and speak to Planning Officers at the following drop-in events. You do not need to register, please come along on the date and times listed:

- Wednesday 19 March, 4pm to 7pm  
Scraptoft Community Hub (Lounge), Malsbury Avenue, Scraptoft, Leicestershire, LE7 9FQ
- Tuesday 25 March, 3pm to 7pm  
The Wycliffe Rooms (Community Room), Lutterworth LE17 4ED
- Tuesday 1 April, 3pm to 7pm  
Great Glen Village Hall, Main Street, Great Glen LE8 9GG
- Wednesday 2 April 2pm to 7pm  
Harborough District Council, Council Chamber, 2nd Floor, The Symington Building, Adam and Eve Street, Market Harborough LE16 7AG
- Monday 7 April, 4pm to 8pm  
Broughton Astley Village Hall (Alan Talbot Room), Station Road, Broughton Astley LE9 6PT
- Wednesday 9 April, 3pm to 7pm  
Kibworth Grammer School Hall (Main Hall), School Road, Kibworth LE8 0JE

The display boards for the drop-in events, Frequently Asked Questions and a non-technical executive summary will be available on our website.

The Statement of Representations Procedure and Statement of Fact explains the procedure for making representations, including where the documents are available for inspection. This is available on the Council's website at [www.harborough.gov.uk/statement-of-representations](http://www.harborough.gov.uk/statement-of-representations)

Further background about the new Local Plan is available online at the following web address: [www.harborough.gov.uk/localplan](http://www.harborough.gov.uk/localplan).

**Next steps**

Once the consultation closes, all representations received will be submitted to the Secretary of State, who will appoint an Inspector to carry out an independent examination of the Local Plan. We are expecting submission to be later in 2025.

Any person who makes a representation during the consultation period will be provided with updates on the progress of the Local Plan. Updates regarding the status of the Local Plan will also be published on the Council's website.

If you have any queries regarding the Draft Local Plan or associated documents, please do not reply directly to this email.

Please contact us by any of the following means:

- telephone the Strategic Planning Team on 01858 821160
- email at [planningpolicy@harborough.gov.uk](mailto:planningpolicy@harborough.gov.uk)
- post to Strategic Planning, Harborough District Council, The Symington Building, Adam and Eve Street, Market Harborough, LE16 7AG

Yours sincerely,

Tess Nelson

Head of Strategic and Local Planning  
Harborough District Council



Burton Overy Parish Council

LEICESTER  
LEICESTERSHIRE

Your Account

Sort Code 30-94-97  
Account Number

COMMUNITY ACCOUNT

01 February 2025 to 28 February 2025

<b>Money In</b>	£2,713.98	<b>Balance on 01 February 2025</b>	£49.68
<b>Money Out</b>	£2,574.96	<b>Balance on 28 February 2025</b>	£188.70

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
11 Feb 25	CLIENTS DEPOSIT HARBOROUGH LOTTO	FPI	2.00		51.68
17 Feb 25	BURTON OVERY PARIS 309497 07249083	TFR	211.98		263.66
17 Feb 25	LRALC LIMITED 200000001506120519 INVOICE	FPO		200.00	63.66
24 Feb 25	BURTON OVERY PARIS 309497 07249083	TFR	2,500.00		2,563.66
25 Feb 25	BURTON OVERY VILLA 200000001510381080 INV.	FPO		120.00	2,443.66
25 Feb 25	HMRC - ACCOUNTS OF 300000001517826966	FPO		165.20	2,278.46
25 Feb 25	P WOODWARD 500000001514404108 FEB	FPO		247.99	2,030.47
25 Feb 25	YOURLOCALE LTD 200000001510382862	FPO		1,800.00	230.47
27 Feb 25	VODAFONE LTD 7069873224- 1001	DD		41.77	188.70

Transaction types

<b>BGC</b> Bank Giro Credit	<b>BP</b> Bill Payments	<b>CHG</b> Charge	<b>CHQ</b> Cheque
<b>COR</b> Correction	<b>CPT</b> Cashpoint	<b>DD</b> Direct Debit	<b>DEB</b> Debit Card
<b>DEP</b> Deposit	<b>FEE</b> Fixed Service	<b>FPI</b> Faster Payment In	<b>FPO</b> Faster Payment Out
<b>MPI</b> Mobile Payment In	<b>MPO</b> Mobile Payment Out	<b>PAY</b> Payment	<b>SO</b> Standing Order
<b>TFR</b> Transfer			



## Commercial Instant Access Account Statement

Printed: 28 February 2025

**Burton Overy Parish Council**

Sort code 30-94-97

Account number [REDACTED]

BIC: LOYDGB21029

[REDACTED] 2490 83

LEICESTER  
LEICESTERSHIRE  
[REDACTED]

The data shown on your statement was correct at the time of printing. Please remember, this isn't an official bank copy.

Please check your statement. If you think that something looks incorrect, please call us on 0345 072 5555 Monday to Friday, 7:00am - 8:00pm; Saturday, 9:00am - 2:00pm (+44 (0) 1733 347 338, from outside the UK). Or Textphone 0345 601 6909.

Date	Description	Type	In (£)	Out (£)	Balance (£)
24 Feb 25	BURTON OVERY PARIS 309497 00228552	TFR		2500.00	10800.00
17 Feb 25	BURTON OVERY PARIS 309497 00228552	TFR		211.98	13300.00
10 Feb 25	INTEREST (GROSS)		11.98		13511.98

Lloyds Bank plc Registered Office: 25 Gresham Street, London EC2V 7HN. Registered in England and Wales no. 2065. Telephone: 0207 626 1500.

Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority under Registration Number 119278.

Eligible deposits with us are protected by the Financial Services Compensation Scheme (FSCS). We are covered by the Financial Ombudsman Service (FOS). Please note that due to FSCS and FOS eligibility criteria not all business customers will be covered. For further information about the compensation provided by the FSCS, refer to the FSCS website at [www.FSCS.org.uk/](http://www.FSCS.org.uk/).

## ANTICIPATED EXPENDITURE &amp; RECEIPTS – MARCH 2025

MARCH						EXPENDITURE			INCOME
94	HDC (dog bin emptying)	2 Community	2.3 - dog waste bins	12.03.25	E	215.48	43.10	258.58	
95	LCC (street lighting)	2 Community	2.8 - streetlight maintenance	12.03.25	E	817.38	163.48	980.86	
96	Bank Interest (Feb)	5 Income	5.2 - Bank Interest	10.02.25	I				9.21
97	Misc. Income (HDC Lotto)	5 Income	5.2 - Misc.	14.02.25	I				2.00
98	YourLocale - NP Support	2 Community	2.6 - Neighbourhood Plan	20.02.25	E	2,000.00	400.00	2,400.00	
99	HMRC - PAYE (Jan)	3 Staffing	3.2 - PAYE	28.02.25	E	165.20	0.00	165.20	
100	Clerk - Salary (Jan)	3 Staffing	3.3 - Salaries	28.02.25	E	247.99	0.00	247.99	
101	Vodafone Mobile & Bband	1 Administration	1.9 - Telephone	28.02.25	E	34.82	6.95	41.77	
102	Bank Charges	1 Administration	1.8 - Miscellaneous	28.02.25	E	4.25	0	4.25	
Monthly Total						3,485.12	613.53	4,098.65	11.21



## HDC - Community Grant Fund

### Apply for the Community Grant Fund

**Round 3 will open for applications on 24 March 2025.** Before applying, please [read the full Applicant Guidance document](#) which includes the grant criteria below; you must meet these criteria before you can apply for a grant.

- Applications for capital funding will only be accepted from town and parish councils, constituted parish meetings and constituted community groups/organisations. Fees and charges are not covered, as the grant must be used for the direct benefit of the community.
- Parishes/Towns can work together to submit joint applications, but not exceeding their allocation.
- Before applications are submitted, all applicants must seek the views of their Ward Councillor(s) and include these within their application. This link is helpful for finding contacts: [Find my councillor | Harborough District Council](#).
- In addition, community organisations outside Market Harborough who wish to apply will also need to provide a letter of support from their Town/Parish Council or Meeting. On receipt of your application, HDC will send your Town/Parish Council or Meeting a supplementary [confirmation form](#)
- In Market Harborough only, community organisations will first need to obtain a letter of support for their proposal from the Market Harborough Special Expenses Advisory Panel, consisting of the ten ward councillors, before the organisation submits an application. If this applies to you, please contact us as soon as possible so that we can assist in arranging a date for your proposal to be discussed at a Panel meeting.
- All applicants must hold a bank account in the name of the organisation and be able to provide at least three years of accounts if requested.
- Organisations must have Equality and Safeguarding Policies/Statements which they are able to attach to their application. If not, they agree to set these up as part of the application process.
- All completed applications will be presented to the Cabinet Grants Sub-Committee for consideration and decision.
- Grant applications can be used to support other grant opportunities such as S106, as a 'top-up'.
- More than one application can be submitted from each parish or town council, subject to applications not exceeding the total allocated grant amount for that parish or town
- Grants must generally be spent within one year of receipt, unless agreement is given by the Council to extend the spend-period. Any non-spent money must be returned to the Council.
- Applicants are welcome to attend Cabinet Grants Sub-Committee meetings. For applications over £25,000, this will be a requirement.

### How to apply

All applications must be submitted through Grant Approval: [GrantApproval.co.uk](https://GrantApproval.co.uk)

If you have not used Grant Approval before, you will need to register an account. If you have used the system before for other grants, you will just need to log in. Once you are logged in, please select your local authority as 'Harborough' and then search all grants. Please select £1m Community Grant Scheme. Ensure you save your document when prompted as you progress through the form. As the option to save is only offered at specific intervals, we recommend preparing your answers and documents to load in advance and ideally completing your form in one sitting.

Applicants will need to demonstrate, in no more than 4,000 characters, how their project meets or aligns to at least one of the Council's priorities which are:

- Community leadership to create a sense of pride in our place
- Promoting health and wellbeing and encouraging healthy life choices
- Creating a sustainable environment to protect future generations

- Supporting businesses and residents to deliver a prosperous local economy

**The application form will also ask the following questions:**

- Please provide a brief description of your project and the activities involved, including timelines and milestones (3000 characters)
- Explain how you know there is a need for it, consultations you may have carried out and how you have considered this need in relation to the Equality Act (4000 characters)
- Explain what difference the project will make and how the community will benefit e.g. will the funding increase capacity; widen the range of people using the facility; enhance the accessibility? Detail where the community which benefits comes from e.g - within a few streets of the project; the whole village/town, surrounding villages and towns; visitors from further afield? (4000 characters)
- Which specific group is your project aimed at? (2000 characters)
- How much funding are you applying for from this grant scheme, plus details regarding any other funding you may have secured and whether your project is part of a larger project (2000 characters)
- To ensure value for money for your project, you will be asked to attach one quote or catalogue price for values under £5k, and two quotes for higher values. Please list your Preferred Supplier/s and reasons
- Community organisations outside Market Harborough who wish to apply will need to provide a letter of support from their Town/Parish Council or Meeting. For Market Harborough only, this will be from the Special Expenses Advisory Panel. All applicants will be asked to attach a letter of the views of your Ward Member. For details of your Ward members, please see: [Find my councillor | Harborough District Council](#)
- You will also be asked to attach any proof of ownership/lease of the property/land related to the project, plus permission from the landlord, if leased.
- Your project plan and any other supporting documents must also be attached, together with your Equalities and Safeguarding Statement/Policy, if already in place.

Rights of Way Improvement Plan (ROWIP)

From: ETD Special Projects <ETDSpecialProjects@leics.gov.uk>

Sent: Wed, 19 Feb, 2025 at 07:34

To: undisclosed-recipients

Dear Clerk,

Leicestershire County Council is responsible for over 1,915 miles (3,084km) of public rights of way, including paths in both the countryside and urban areas. These are important for leisure, travelling to work or school and health and wellbeing and are part of what makes Leicestershire a special place to live, work and thrive.

Although Leicestershire's rights of way network has developed over hundreds of years, the Council recognises that it needs to meet the current and future requirements of the public. Every council responsible for public rights of way must have a Rights of Way Improvement Plan (ROWIP).

This spring, the Council will be reviewing our existing ROWIP and producing a draft document which sets out a long-term vision to develop and manage the public rights of way network in Leicestershire.

Engagement is an important part of this process, and the Parish Councils knowledge will be invaluable in informing the ROWIP.

The Council is keen for you to provide input as part of the public engagement exercise by helping identify the priorities you feel should be included. You can do this by completing a survey and Social PinPoint mapping exercise on Leicestershire County Council's Have Your Say Webpage which will be live from 12 noon Wednesday 19th February 2025.

We would also be grateful if you can encourage your residents to have their say on what's important to them for our rights of way network.

Kind regards,

Choose How You Move Team

[choosehowyoumove@leics.gov.uk](mailto:choosehowyoumove@leics.gov.uk)