

BURTON OVERY PARISH COUNCIL

MINUTES OF A MEETING HELD – Tuesday 15th October 2024

Present: Cllr Bob Warwick (Chairman)
Cllr Sarah Rankine
Cllr Bob Pain
Cllr Dave Fletcher

The Clerk – Phil Woodward

24/072 Apologies - Cllr Rebecca Brown submitted apologies for absence, due to being away from home, which were noted and approved by the council.

24/073 Declarations of interest - none.

24/074 **Questions from members of the public** – 1 member of the public was present at the meeting who had an interest in the Neighbourhood Plan.

24/075 **Approval of Minutes of the parish council meeting on 17.09.24** – Approved and signed by Cllr Warwick.

24/076 **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.
Cllr Rankine undertook to purchase a number of bulbs and planter for use in the wildflower verges and the clerk was asked to ensure the verges were trimmed before this.
Item 24/067 (Ivy Cottage cobbles) was noted as having been dealt with following the recent conversation between the occupier and the chairman when it was noted that the cobbled area was not within the curtilage of Ivy Cottage, that all existing cobbles had been used in the works, that he had used edging strips between the cobbles and the new tarmac, that the new tarmac had replaced earth only and that he had invited the highway authority to advise on and inspect the works but that they had not responded.

24/077 **Council asset safety checks** – No issues were reported as part of the routine check of assets.

24/078 **Neighbourhood Plan Review**
The chair reported that the Public Consultation draft (draft 6) of the NP review had now been received and that he had requested some amendments to the 'What Has Changed' section. The final update was expected this week along with all the appendices. The clerk was asked to ensure that the website was

updated accordingly and that a WhatsApp message be circulated on the Noticeboard.

The Council noted that the list of Non-Designated Heritage Assets in the village had been finalised for the NP Consultation Draft.

The arrangements for the NP Public Consultation Event to be held on 2nd November in the village hall was noted. The final arrangements were noted and, in this context, Cllr Rankine agreed to ask Mrs. Jane Chandler whether she would be able to provide some appropriate refreshments

The clerk presented copies of the Autumn 2024 Newsletter for circulation by councillors to all households in the village. The newsletter was focused on the Community Consultation Event scheduled for Saturday 2nd November from 10am to 1pm in the Village Hall, at which proposed changes to the Neighbourhood Plan would be presented to residents for consideration and comment. Other matters covered by the Newsletter included the possibility of reducing the vehicle speed limit through the village and also parish council communications.

24/079

Planning applications to consider –

Ref – 24/00984/LBC - The Old Rectory, Rectory End – Replacement of 1st floor windows. NO COMMENTS

Ref – 24/01169/FUL – Burton Lodge Farm, London Road - Demolish existing outbuildings & construct replacement building to form annexe accommodation to the existing farmhouse. The Council was content with the principle of this proposal but was keen to ensure that the proposed annexe accommodation would only be used in association with the farm and not open-market housing. The clerk was asked to submit comments to HDC on this basis.

Ref – 24/01250/TCA – White House Farm, Back Lane – Works to trees (fell). NO COMMENTS

Ref – 24/01241/PCD – Chestnut Farm, Carlton Lane – discharge of conditions re cycle parking and land contamination (notification). NOTED

24/080

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

24/00924/PDN – Chestnut Farm, Carlton Lane – Proposed change of use from agricultural buildings to flexible commercial business uses - APPROVED

Decisions Pending

Ref – 24/00573/FUL & 24/00574/FUL – Ivy Cottage, Rectory End - Demolition of existing outbuildings and replacement with part single, part two

storey rear extension with internal alterations, erection of greenhouse, and coordination with landscaping

Ref – 24/01126/VAC – Highcroft Farm, Elms Lane - Removal & variation of conditions relating to use of cottage as holiday let.

24/081

Financial Matters

- a) The clerk presented details at Appendix C of the half-year budget position as at 30th September 2024. The position was generally in accordance with that anticipated except for the neighbourhood planning cost centre which indicated grant income of £9,000 with a corresponding expenditure anticipated during the second half of the year to cover payment to the YourLocale Consultancy for their work in supporting the council with the review of the Neighbourhood Plan.
- b) The clerk presented details at Appendices D & E of the bank reconciliation and banking statements for the financial year up to 30th September 2024 showing balances of £2,397.92 (Lloyds current account), £18,012.59 (Lloyds reserve account) and 10,252.05 (Nationwide deposit account). These were received and approved.
- c) The clerk presented details of the anticipated payments and receipts due in October at Appendix F of the paperwork. These were approved by the council.
- d) The clerk presented correspondence from SLCC regarding the renewal of the annual subscription. The clerk outlined the benefits of continuing membership and it was resolved to renew the subscription for a further 12 months.

24/082

Community Matters

- a. The practicality of planting bulbs in the wildflower verges was considered and it was resolved that, after the area had been strimmed, Cllr Rankine would circulate a message on WhatsApp seeking volunteer assistance.
- b. Cllr Pain updated the meeting on his recent experiences in the village in relation to the flooding at the junction of Mayns Lane, Town Street and Main Street caused by heavy and prolonged rain. With some assistance of nearby residents and staff from the Highway Authority the local surface water drainage system had been cleared to allow the excess water to gradually disperse. The clerk reported that he had also received a complaint regarding this recurring matter from a resident of Town Street. The clerk was asked to purchase a set of drain rods in consultation with Cllr Pain and to email the complainant with an update on this matter. Cllr Pain accepted that he would act as flood warden for the village as a result of this and also undertook to take the lead role in a speedwatch initiative in the village should one emerge.
- c. The clerk updated the council on current activities regarding traffic management in the village. A survey was currently being undertaken by the Highway Authority to assess average speeds through the village with a view to considering a 20mph limit. It was resolved to await the outcome of this before any further consideration was given to the matter.

- d. The arrangements for Christmas 2024 were discussed and Cllr Fletcher undertook to arrange for the usual Christmas Tree to be delivered late in November for erection in Banks Field. Cllr Rankine was asked to purchase some additional tree decorations.

24/083 Correspondence for Discussion

- a. The clerk reported receipt of a complaint regarding an overgrown hedge on Beadswell Lane and that he had referred this to the Highway Authority. Subsequent contact from the complainant indicated that the matter had been dealt with.

24/084 Correspondence for Information (including that received following publication of the agenda)

- a. The clerk confirmed the arrangements for Cllr Brown to attend a LRALC training course in November.
 b. The clerk reported receipt of a query from a local resident relating to the licensing hours of The Bell Inn. The clerk was asked to obtain further information on this from the Licensing Team at HDC and report to the next meeting.

24/085 - Items for the next agenda – Ponds & biodiversity / Neighbourhood Plan / traffic management / Verge maintenance / Christmas arrangements / Licensing

24/086 - Date of next meetings – 19th November and 17th December 2024

24/087 - Exclusion of the Public

No confidential matters were considered at the meeting.

Signed _____

Date _____

Annex A

OCTOBER						EXPENDITURE			INCOME	
54	Misc. Income (HDC Lotto)	5 Income	5.2 - Misc.	09.10.24	I					2.50
55	Bank Interest (Oct)	5 Income	5.2 - Bank Interest	10.10.24	I					12.48
56	Xmas Planting & Decorations	1 Administration	1.10 - Christmas	22.10.24	E	35.00	7.00	42.00		
57	HMRC - PAYE (Oct)	3 Staffing	3.2 - PAYE	28.10.24	E	146.40	0.00	146.40		
58	Clerk - Salary (Oct)	3 Staffing	3.3 - Salaries	28.10.24	E	219.89	0.00	219.89		
59	Vodafone Mobile & Bband	1 Administration	1.9 - Telephone	28.10.24	E	34.82	6.95	41.77		
Monthly Total						436.11	13.95	450.06		14.98