

All Councillors are summoned to a
BURTON OVERY PARISH COUNCIL ZOOM MEETING
on Tuesday 17th November at 7.30 p.m.

- 20/290. Apologies for absence
- 20/291. Questions from members of the public
- 20/292. Declarations of Members interests
- 20/293. To approve as a correct record the minutes of the meeting held on Tuesday 20th October 2020 Appendix A
- 20/294. Matters arising and not on the agenda
- 20.295. Recruitment of Clerk – to receive update
- 20.296. To consider any emergency Covid 19 information & measures that have arisen between meetings
- 20.297. Council asset safety checks – to receive safety check reports and agree any action necessary
- 20.298. Planning – to consider
- a. Ref. No: 20/01142/FUL - Scotland House Lower End, Scotland Lane
 - b. Ref. No: 20/01614/TCA - Sunnyside Scotland Lane Burton Overy Leicestershire
 - c. Ref. No: 20/01745/TCA - Wheatridge, Main Street
- 20.299. Planning decisions – to note
- a. Ref. No: 20/01515/TCA – Wheatridge, Main Street - Approved
- 20.300. Finances
- a. Payments to agree – Clerk’s net salary & PAYE (November), LRALC (training) & SLCC (membership)
 - b. On-line bank statement to note payments to Zoom (Zoom Pro), HMRC (PAYE September), HDC (dog waste collection), Clerk (net pay October) & Plusnet (Broadband). Appendix B
 - c. ALCC membership renewal to receive update
 - d. Draft budget 2020-21 – to consider Appendix C
 - e. S.137 expenditure on village Christmas tree – to consider
- 20.301. Highways – to consider volume and speed of traffic in the village and appropriate action
- 20.302. Community Initiatives – to raise any matters for future consideration
- 20.303. Wildflower verges & biodiversity – to receive report
- 20.304. Correspondence
- a. The Annual Parish Liaison Event - Wednesday 25.11.20 at 6pm – to confirm attendees
 - b. Virtual Climate Emergency Action Day for Local Councils – Thursday 3rd December – to consider attendance.
- 20.305. Items for the next Agenda – approval of budget
- 20.306. The date of the next meeting is 8th or 15th December – to confirm

Members of the public and press are welcome to attend this meeting. This meeting may be recorded, filmed or broadcast without prior notice to the Parish Council, provided that such activity does not impede the conduct or business of the meeting.

All appendices may be seen on the website or by application to the Clerk.

This meeting will be held online using Zoom. **To join the Zoom Meeting from an internet enabled device –**

Join Zoom Meeting

Time: Nov 17, 2020 07:30 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/8328353948?pwd=dVJoWDJ0djVXRU1oSGFkbDVEQ0cvdz09>

Meeting ID: 832 835 3948

Passcode: 7JPRyq

One tap mobile

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Passcode: 572636

Find your local number: <https://us02web.zoom.us/j/8328353948?pwd=dVJoWDJ0djVXRU1oSGFkbDVEQ0cvdz09>

Kate Barker

Clerk to the Council

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12.11.20

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BURTON OVERY PARISH COUNCIL

MINUTES OF A MEETING HELD – Tuesday 20th October at 7.30 pm

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

The Clerk
District Councillor Mahal
County Councillor Feltham
Plus 24 members of the public

20/275. Apologies – None

20/276. Questions from members of the public – Taken under Item 20/282 b.

20/277. Declarations of interest – None. All councillors have a dispensation to consider matters relating to the village as a whole.

20/278. Approval of Minutes 15.09.20 – Approved and signed remotely by Cllr Carson.

20/279. Matters arising not on the agenda – It was noted that responses were still awaited from Highways regarding Scotland Lane road edge and the blocked cattle grids on Carlton Lane and from emh homes regarding the Carlton Lane hedge. Clerk to chase.

20/280. Emergency Covid 19 information and measures – None

20/281. Council asset safety checks – No safety issues to report. Cllr Rankine was thanked for cleaning and tidying the village notice board and she reported that next year additional measures will be required to preserve the wooden frame.

20/282. Planning – to consider

a. Ref. No: 20/01515/TCA – Wheatridge, Main Street – It was noted that none of the trees had a TPO and that it was not appropriate to apply for such a designation for them. It was agreed that the parish council would follow the recommendation of the HDC arboricultural officer.

b. Ref. No: 20/01572/FUL - Land OS 9798 0203 0001 Carlton Lane – Informed by the concerns raised by councillors and members of the public during the discussion of the application at the meeting and in correspondence received from members of the public prior to the meeting, it was unanimously agreed that the parish council strongly

objects to this proposed development. A brief summary of the main points of objection is given below.

The proposed development is outside the limits to development as specified in the Neighbourhood Plan (NP) and impacts on the adjacent conservation area; detrimental to the local landscape as a whole and the particular relationship of the village to the farmed landscape; the importance of the field as outlined within the environmental assessment within the NP, especially its proximity to open spaces and limits to development; to two of the eight valued and important view points identified in the NP; and its clear visibility from two well used footpaths and residents on Main Street; the lack of any identified tourist need, the fact not well connected with no public transport and impact on existing provision; the lack of any village services, road safety issues and potential issues with noise and light pollution.

Members of the public were reminded that a copy of the submitted response will be available on the planning section of the parish council website.

20/283. Planning decisions – Noted

20/284. Finances

a. Payments of £106.49 (HDC dog waste collection), and £211.27 & £52.80 (Clerk net salary & PAYE October) were agreed.

b. September on-line bank statement - Payments of £211.27 (clerk's net salary August), £14.39 (Zoom Pro), £52.80 (Clerk's PAYE August), £104 (clerk's home working allowance April - September), £8.98 (printer paper), £30 (broadband), £120 (annual payment for cloud backup services) and £211.27 (clerk's net salary September) were noted together with a receipt of £5132.50 (precept). The direct debit payment of £1.10 ((Bauer) was set up without permission of the council and has been refunded.

c. Bank Reconciliation – Approved and signed remotely by Cllr Rankine.

d. Budget Report Half Year – Received and noted. The Clerk reported that there was an error in the notes section of Appendix Ci as the agreed £200 is for a village climate change / biodiversity event to be held when Covid restrictions ease and not for a VE Day celebration.

e. Draft budget 2021/22 additional needs – It was agreed that the reserves were now too low and these should be increased.

20/285. Council contingency planning

a. Vulnerabilities – It was noted that Cllr Carson may move from the village and transition to a new chairperson may need to be considered.

b. Recruitment of Clerk – It was noted that no completed application forms had yet been received. Cllr Carson and the Clerk to agree wording for readvertisement on Friday's LRALC Round Robin, noticeboards and pc website with application to be by CV. Clerk to approach those who have expressed interest to ask if further information is required.

20/286. Website Accessibility – Noted

20/287. Biodiversity

- a. Training** - Cllrs Rankine and Goddard reported on excellent training undertaken
- b. Next steps** - It was agreed that they would work together on an Environmental and Biodiversity Policy for the council and a five year plan for the village, to include wildflower verges. Cllr Rankine to investigate grant opportunities.

20/288. Items for the next agenda – draft budget 2021/22, recruitment of clerk, biodiversity and purchase of village Christmas tree. It was further agreed that Community initiatives should be a standing item on future agendas.

20/289. Date of next meeting – agreed as Tuesday 17th November

The meeting finished at 9.15pm

Signed

Date

Members of the public are invited to all Parish Council meetings

Burton Overy Parish Council
 SPRINGSIDE HOUSE
 SCOTLAND LANE
 BURTON OVERY
 LE8 9DR

Your Account

Sort Code 30-94-97
Account Number 00228552

TREASURERS ACCOUNT

01 October 2020 to 31 October 2020

Money In	£1.10	Balance on 01 October 2020	£5,514.33
Money Out	£414.95	Balance on 31 October 2020	£5,100.48

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
05 Oct 20	ZOOM.GBP CD 7323	DEB		14.39	5,499.94
09 Oct 20	DD REFUND 30000007	DEP	1.10		5,501.04
13 Oct 20	HMRC - ACCOUNTS OF 300000000665573888	FPO		52.80	5,448.24
26 Oct 20	HARBOROUGH DISTRIC 500000000667385468 D0016895	FPO		106.49	5,341.75
28 Oct 20	KATE BARKER	BP		211.27	5,130.48
28 Oct 20	PNET3122091-1 PNET3122091-1	DD		30.00	5,100.48

Transaction types

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

Burton Overy Parish Council - Draft Budget 2021 -22

Appendix C

Item	2020-21	2021-22	2021-22	2021-22	Notes
	Budget	Draft 1	Draft 2	Draft 3	
	£	£	£	£	
Asset maintenance	127	160	160	160	Village noticeboard needs wood preserver / PC noticeboard may need painting
Audit - internal	170	170	170	170	
Broadband provision	300	320	320	320	24 month fixed term contract ends Jan 22
Clerk's salary - net plus PAYE	3169	3,169	3,169	3,169	
Clerk's homeworking allowance	208	208	208	208	
Community resilience	50	75	75	75	
Defibrillator	65	75	75	75	
Dog waste collection	380	425	425	425	
Expenses - election	100	100	100	100	
Expenses - general incl data protection reg.	235	300	300	300	To include printer ink & additional mobile phone costs
Grants & donations - to local projects / groups (S.137)	250	250	250	250	
Insurance – Public Liability	330	340	340	340	Fixed cost until May 2022
IT- provision & support	120	250	250	250	Fit for purpose mobile phone needed
IT - cloud backup	125	125	125	125	
IT - web support & domain name management	350	350	350	350	
IT - webmail addresses	125	125	125	125	
Parish plan work	50	75	75	75	
Room hire – Village Hall	120	120	120	120	
Street Lighting - electricity & maintenance	650	650	650	650	Electricity & maintenance charges still to be confirmed for 2021-22
Street lighting - LED retrofitting repayment	2811	2,811	2,811	2,811	Retrofitting payments end March 2024
Subscriptions - LRALC, NALC, SLCC, ALCC & CPRE	330	350	350	350	
Training	200	230	230	230	
Zoom Pro	0	145	145	145	
Building reserves	0	777	1,500	3,000	
Total budgeted expenditure	10265	11,600	12,323	13,823	
Projected reserves at year end	4700.00	5477.00	6200.00	7700.00	
Precept	65.42	73.93	78.54	88.10	Estimates based on last years formula