

**Minutes of the Annual Parish Council Meeting of  
Burton and Dalby Parish Council held on Wednesday 17<sup>th</sup> May 2023  
in St Swithun's Church, Great Dalby at 7.00 pm**

**Present**

Councillors: Ingram, Blewett, Johnson, Watson, Davies and Wilkinson

Clerk: Michele Jones

Borough and County Representatives: 1

Members of the Public: 0

**001/23 To Elect the Chairman of the Parish Council and to receive the Chairman's Declaration of Acceptance**

Councillor Ingram opened the meeting and advised that he would be willing to stand as Chairman again. Councillor Ingram was proposed by Councillor Blewett and seconded by Councillor Davies. Councillor Ingram accepted the post of Chairman to the Parish Council and signed the Declaration of Office form.

**002/23 To Elect the Vice-Chairman of the Parish Council and to receive the Vice-Chairman's Declaration of Acceptance**

Councillor Blewett was proposed by Councillor Johnson and seconded by Councillor Ingram. Councillor Blewett accepted the post of Vice-Chairman to the Parish Council and signed the Declaration of Office form.

**003/23 Apologies for Absence**

Borough Councillor Child had advised the Clerk that he had to attend another meeting but, if able to, would join the Parish Council meeting.

**004/23 To Receive Declarations of Interest in respect to items on the Agenda**

Councillor Ingram declared an interest in Agenda Items 014/23 and 015/23.

**005/23 Agree and Sign Minutes of the Parish Council Meeting held on Thursday 2<sup>nd</sup> March 2023**

It was resolved that the Minutes from the meetings held on Thursday 2<sup>nd</sup> March 2023 were approved and signed.

**006/23 Matters Arising from the Minutes of Parish Council Meeting held on Thursday 2<sup>nd</sup> March 2023**

The Clerk advised that the letter had not yet been sent to Great Dalby School.

The Clerk advised that the completed bank mandate had been sent to HSBC together with the letter and that all systems were now complete.

**007/23 Parish Council and Borough Council Election Results 2023**

- (a) All Parish Councillors had been re-elected. Each Councillor completed their Declaration of Acceptance of office and Registration of Disclosable Pecuniary Interests and Other Interests documentation
- (b) Councillor Child had retained his seat for Gaddesby Ward

**008/23 Opportunity for County/Borough Councillors/members of the public to speak**

Borough Councillor Child joined the meeting at 7.25 pm and gave Councillors an update on the situation at MBC following the Borough Council elections. He provided Councillors with an update on the NE MMDR – Melton Mowbray Distributor Road.

**009/23 Planning Matters – Update**

(a) Update on Status of Applications – 12<sup>th</sup> May 2023:

<b>Number</b>	<b>Address</b>	<b>Description</b>	<b>Status</b>
23/00118/FULHH	Hall Farm Borough Road Little Dalby	Proposed Two Storey Extension	Pending
23/00248/FULHH	The Laurels 25 New Road Burton Lazars	Single Storey Extension	Pending
23/00153/FULHH	The Grange Country Guest House 32 New Road Burton Lazars	Extension to Kitchen and Insertion of Window on Front Elevation	Withdrawn
23/00404/FUL	The Grange Country Guest House 32 New Road Burton Lazars	Change of Use to Dwelling House, Infill Extension to Kitchen and Insertion of New Window in construction of new dwelling	Pending  <b>PC has sent a response to MBC</b>
22/00998/FULHH	18 Cross Lane Burton Lazars	Log Cabin/Annex	Pending
23/00382/VAC	Former Site of Sandy Lane Poultry Farm Sandy Lane Melton Mowbray	Variation of Condition 1 (approved documents) of approval 20/00438/REM dated 15/04/2020 (Reserved matters of Layout, Scale, Appearance and Landscaping of 30 dwellings in association with outline approval 15/00537/OUT to amend site layout due to requirement to relocate road to align with existing farmer's right of access. (Site plan 15/50/14m, Landscape Master Plan EML SH 1100 01 Rev D to be replaced with EML SH 1100 01 – PL2 – Landscape Master Plan 82046-101-PI and Drainage Strategy to be replaced with 82046-101-P3	Pending
23/00059/DIS	Former Site of Sandy Lane Poultry Farm Sandy Lane Melton Mowbray	Discharge of Conditions 3 (Materials), 4 (Landscape Management Plan), 5 (Environmental Report), 6 (Written Scheme of Remediation), 9 (Written Scheme of Investigation), 12 (Hard and Soft Landscape Detail), 14 (Surface Water Drainage), 15 (Revised Discharge and Storage Calculations), 16 (Sandy Lane Improvements), 17	Pending

		(Sandy Lane Junction Sight Lines) and 18 (Access Scheme) of planning approval 15/00537/OUT dated 19 April 2017	
15/00127/OUT	Land adjacent to Childs Cottage Melton Road Burton Lazars	Updated information received – Erection of up to 175 (C3) dwellings and associated public open space, landscaping and drainage infrastructure	Pending  <b>PC has sent a response to MBC</b>
23/00216/VAC	10 Nether End Great Dalby	Removal of Condition 5 (Implementation and Access) in respect of previously approved 21/00669/FUL	Pending
23/00151/FUL	Field Farm Kirby Road Great Dalby	Stationing of mobile home for an agricultural worker for a 3 Year limited period (resubmission of application 20/00539/FUL	Pending  <b>PC has sent a response to MBC</b>
23/00039/FULHH	Woodentop 15A Top End Great Dalby	Part retrospect application for the retention of one air-conditioning unit installed at the side of the dwelling and the installation of one air-conditioning unit to the rear of the dwelling	Permit
23/00087/LBC	Dulce Domun 14 Burrough End Great Dalby	To replace six windows- five on front elevation due to rotting timber and general wear and tear. Windows will be replaced with Acoya high performance soft wood frames and will be exact replicas of the existing windows. The glazing will be upgraded to 12mm Heritage Clarity individual double glazed units with a U value of 2.17  2 windows on the front elevation and 5 on the rear elevation were replaced with Listed Building Consent in 2015 (Application No. 15/00076/LBC) and 2019 (Application No. 19/00699/LBC)	Permit
22/01177/FUL	Great Dalby Methodist Church 29 Main Street Great Dalby	Change of Use from Class F1 to C3 Residential	Permit
21/00825/VAC	OS4240 Burdetts Close Great Dalby	Variation of Conditions: 5,8 and 23 and discharge of conditions 3,4,11,12,16,17,18,19,20 and 21 to application 18/00721/OUT <b>Went to Planning Committee on 29.09.2022 who unanimously deferred making a decision</b>	Pending

21/00289/REM	OS 4240 Burdetts Close Great Dalby	Reserve Matters application for Scale, External Appearance of the building(s), Landscaping of the site (as listed in Condition 2 on the Outline Planning Approval 18/00721/OUT)  <b>Amended Plans Submitted</b>	Pending
21/00998/GDOCOU	Home Farm Burrough Road Little Dalby	Proposed change of use of modern agricultural building to flexible commercial use	Pending
20/01234/OUT	Yew Tree Farm 24 Top End Great Dalby	Outline Planning Application for up to 33 no. new dwellings	Pending  <b>PC has sent a response to MBC</b>
22/00635/FUL	Linby House 48 Main Street Great Dalby	Proposed 3 no. Shepherd Huts and associated landscaping	Permit

#### **010/23 Former Site, Sandy Lane, Melton Mowbray - Update**

An email from Councillor Child had been forwarded to Councillors prior to the meeting. Councillor Wilkinson agreed to draft a response and distribute this to the other Councillors for their agreement.

#### **011/23 Road Survey Work around the Parish of Burton and Dalby**

The Clerk had forwarded to Councillors a number of dates when the survey work could be undertaken in May but it was proving a little problematic with the continuing road works on Melton Road, Burton Lazars and the availability of equipment. Councillors expressed concern about data being collected during half term week when the volume of traffic would be considerably less. The Clerk was requested to enquire if the works could be undertaken in June.

#### **012/23 QR Codes**

Discussions were held about the accessing of specific landmarks via QR Codes to enable both residents and visitors to engage with the Parish of Burton and Dalby. Councillor Johnson will develop this concept before the next meeting when it will be discussed further as part of the Parish Council's 2023/2024 projects.

#### **013/23 Coronation Celebrations for King Charles III**

- (a) Update from Burton Lazars Group. The event held on Sunday 7<sup>th</sup> May had been successful. Prior to the meeting, the Clerk had forwarded to Councillors a list of expenditure which was within the budget of £2,000 agreed by the Parish Council. It was proposed by Councillor Blewett and seconded by Councillor Johnson that the monies, in the sum of £1,450.04, are re-imbursed.
- (b) Update from Great Dalby Group. The events held over the weekend had been successful. Prior to the events, a request had been received for an increase to the initial budget of £1,000 to £2,000. Councillors agreed to this request via email. It was proposed by

Councillor Wilkinson and seconded by Councillor Watson that the monies, in the sum of £1,445.98 are re-imbursed.

#### 014/23 Parish Council Projects

As part of the Precept agreed for 2023/2024, Parish Councillors had considered the following projects and the associated amounts:

Project	Amount (£)	Duration
Little Dalby Telephone Kiosk	2,000.00	2023/2024
Great Dalby Play Area	500.00	2023/2024; 2024/2025; 2025/2026
Great Dalby Bridge	5,000.00	2023/2024
OMNI Youth Project	4,500.00 3,000.00 1,500.00	2023/2024 2024/2025 2025/2026
Parish Traffic Monitoring	10,000.00	2023/2024
Community Initiative Fund	5,000.00	2023/2024

It was proposed by Councillor Blewett and seconded by Councillor Davies that these figures be approved. It was proposed by Councillor Ingram and seconded by Councillor Blewett that it may be necessary to vary the sums allocated.

#### 015/23 OMNI Youth Project Summer 2023

Councillor Blewett advised that he had been in communication with OMNI regarding the activities for Summer 2023. It was proposed by Councillor Blewett and seconded by Councillor Davies that the Parish Council subsidise the costs to the sum of £4,500.00. The Parish Council agreed that OMNI could decide if the event was run for a two or three week period and the individual cost per child.

#### 016/23 Review and Agree Financial Reports

The Clerk had sent to Councillors in advance of the meeting a list of payments required from 1<sup>st</sup> April to 31<sup>st</sup> May 2023. These were proposed by Councillor Ingram and seconded by Councillor Blewett as being correct.

Month	Payee	Purpose	Amount £
April	M E Jones (Clerk)	Salary (April)	468.89
May	M E Jones (Clerk)	Salary (May)	468.89
	LRALC	Membership Subscription	338.39
	Mick Morris	Little Dalby Bus Shelter Maintenance	65.50
	Miscellaneous	Burton Lazars King's Coronation	1,450.04
	Miscellaneous	Great Dalby King's Coronation	1,445.98

### **017/23 Agree Meeting Dates for 2023/2024**

Councillors agreed that the Parish Council would continue to meet every 2 months and, where possible, will alternate venues in Burton Lazars and Great Dalby. Meetings will be held on the last Wednesday of the month and commence at 7.00 pm. Dates were agreed for the next 3 meetings as follows:

Wednesday 28<sup>th</sup> June 2023

Wednesday 30<sup>th</sup> August 2023

Wednesday 25<sup>th</sup> October 2023

### **018/23 Parish Councillors' Reports and Risk Assessments**

#### **Councillor Wilkinson:**

Advised that, as part of the big help out for the King's Coronation, residents in Burton Lazars were painting the railings outside the church

Severn Trent had come out following the sewage problem and identified that this was a problem for Highways and not Severn Trent. Councillor Wilkinson advised that he had written to Highways

Advised that he would not be in attendance at the June meeting

#### **Councillor Ingram:**

Mr Michael Birnie from the Ernst Cook Trust will be visiting soon to look at the options for a Jubilee Wood. When Councillor Ingram knows the date, he will contact Councillors Wilkinson and Blewett to arrange a site meeting

#### **Councillor Blewett:**

The litter bin had not yet been erected in Burton Lazars. Councillor Ingram will liaise with his 'handyman' and request that a meeting is arranged with Councillor Blewett. The Clerk was asked to order a litter bin to be erected by the Bus Stop on Nether End, Great Dalby

#### **Councillor Johnson:**

An area on a piece of the grass verge between Top End and Main Street, Great Dalby, which is maintained by Leicestershire Highways, has red plastic gating around it and has been taped off. This is affecting the cutting of the grass and is a possible sight obstruction to motorists. There is no indication as to who has taped the area off.

### **019/23 Clerk's Report**

- (a) The Clerk advised that the Internal Audit would take place late May/early June
- (b) The invoice for the new litter grabbers (4) for the Gardening Club has not yet been received by the Parish Council for payment
- (c) A communication has been received from LRALC requesting the Parish Council to consider a representative to attend the LRALC AGM on Saturday 23<sup>rd</sup> September. This was deferred to another meeting
- (d) Holiday requests – Thursday 6<sup>th</sup> July to Wednesday 12<sup>th</sup> July inclusive and Monday 14<sup>th</sup> August to Friday 18<sup>th</sup> August inclusive

**020/23 Date and Time of Next Meeting**

The next meeting will be held on Wednesday 28<sup>th</sup> June at 7.00 pm – venue to be confirmed

Signed ..... (Chairman)

Date: .....