



# THURNBY & BUSHBY PARISH COUNCIL



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## MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD AT THE HILL COURT COMMUNITY CENTRE, MAIN STREET, BUSHBY, ON MONDAY 14 MAY 2018, AT 7.00 P.M.

### PRESENT

Members: Mrs P Chamberlain (Chair), Mrs E Derrick, Mrs K Goodacre, Mr H Gopsill and Mr J King  
District and County Councillor: Mr S Galton  
District Councillor Mr P Elliott  
Clerk: Mrs S Bloy  
Acting Clerk: Mr S Swinden  
Members of the Public: There were no members of the public present

### ACTION

#### 18/82 ELECTION OF CHAIR

It was proposed by Mr J King and seconded by Mr H Gopsill that Mrs P Chamberlain be elected as Chair. This was RESOLVED. A declaration of acceptance of office was duly made by Mrs Chamberlain.

#### 18/83 ELECTION OF VICE-CHAIR

It was proposed by Mrs P Chamberlain and seconded by Mr J King that Mr H Gopsill be elected as Vice-Chair. This was RESOLVED. A declaration of acceptance of office was duly made by Mr Gopsill.

#### 18/84 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Mrs A Burrell.

It was reported that Mrs S Johnstone had tendered her resignation. The Chair formally expressed thanks to Mrs Johnstone for her valuable contributions and wished her well.

#### 18/85 REVIEW OF MEMBERS' DECLARATIONS OF INTERESTS

It was agreed that all Cllrs would check their individual declarations of interest on the Parish Council website and request an amendment form from the Clerk if there were any changes to be made.

All Cllrs

#### 18/86 REQUESTS FOR DISPENSATION FROM MEMBERS ON MATTERS IN WHICH THEY HAVE A DISCLOSABLE PECUNIARY INTEREST

No requests had been received.

#### 18/87 MINUTES OF THE MEETING HELD ON MONDAY 9 APRIL 2018

The minutes of the above meeting were approved and signed as a true record.

#### 18/88 MATTERS ARISING FOR INFORMATION

Minute 18/59 (Housing Needs Survey) – it was agreed that the Clerk would check with HDC whether the report is to be published.

Clerk

#### 18/89 MATTERS RAISED BY MEMBERS OF THE PUBLIC

There were no members of the public present.

#### 18/90 GENERAL PURPOSES COMMITTEE

It was noted that a meeting is required to complete a review of policies.

#### 18/91 CLERK'S REPORT

a) Planning decisions – the following were reported:



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- 17/01996/PCD – Discharge of conditions (8 The Cuttings, Thurnby). APPROVED.  
 18/00201/FUL – erection of single storey side and rear extensions (90 Pulford Drive, Thurnby). APPROVED.  
 18/00314/FUL – erection of single storey rear and side extension (19 Fiona Drive, Thurnby). APPROVED.  
 18/00337/FUL – erection of first floor front and side extensions (5 Bennion Road, Bushby). APPROVED.  
 18/00348/FUL – erection of 2 storey side extension, porch to front elevation and retrospective erection of boundary fence (1 Chestnut Drive, Bushby). REFUSED.

### 18/92 COUNCILLORS' REPORTS

There was nothing to report.

### 18/93 FINANCIAL MATTERS

It was proposed by Mr H Gopsill and seconded by Mrs P Chamberlain that the following be approved. This was RESOLVED.

#### Payments

- i) Target Pest Control & Hygiene (dog bins) - £297.12 (247.62 + 49.50 VAT)
- ii) Quick Cabs (taxibus) - £46.00
- iii) ICP Cleaning Services (4 weeks Hill Court cleaning) - £122.40 (102.00 + 20.40 VAT)
- iv) Turney Landscapes (urban grass cutting) - £917.06 (764.22 + 152.84 VAT)
- v) HDC (Hill Court monthly planned maintenance) - £116.68
- vi) HDC (slabbing and bollard at MUGA) - £2486.25 (2071.88 + 414.37 VAT)
- vii) DCK Accounting Solutions (Payroll + end of year return) - £60.00 (50.00 + 10.00)
- viii) S R Bloy (Travelling and reimbursement) - £76.23
- ix) S R Bloy (salary) - £871.32
- x) SLCC (renewal of membership) – £147.00
- xi) RCC (renewal of membership) – £60.00
- xii) NALC – (renewal of LCR subscription) - £17.00

#### Direct Debits

- i) Total Gas and Power (Electricity) - £32.91
- ii) ESPO (gas) – 69.22
- iii) WaterPlus - £65.98
- iv) BT (Clerk's and PCIC phone and internet) - £117.01
- v) EMH Homes (service charge and insurance) - £149.20

#### Purchases

- i) The weekly rate charged by ICP cleaning has increased from £25.50 to £26.80 from 28 April.
- ii) It was noted that charges relating to the water supply and drainage at Hill Court, seem to be excessive and agreed that the Clerk would investigate. Clerk
- iii) Following damage to the netball hoop in the MUGA it was agreed that the Clerk should investigate further sessions with youth workers from the Impact Team. Clerk

In addition, the following were considered in relation to banking arrangements:

- Following the resignation of Mrs S Johnstone, Mr J King would be included as authorised to view and submit.
- Mrs E Derrick and Mrs K Goodacre would be added as signatories and to view and authorise on-line payments.
- A decision is still awaited from Unity Trust Bank regarding an increase in Bank Charges (minute 18/64 (c) refers).



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### 18/94 ANNUAL GOVERNANCE STATEMENT AND ACCOUNTABILITY RETURN 2017-18

It was proposed by Mrs E Derrick and seconded by Mr J King that:

- a) The Internal Audit Report 2017/18 be received and noted.
  - b) The Annual Governance Statement 2017/18 (Section 1 of Annual Return) be approved and signed by the Chair and the Clerk;
  - c) The Accounting Statements 2017/18 (Section 2 of the Annual Return) be approved and signed by the RFO and the Chair.
- The above were RESOLVED.

### 18/95 COMPLIANCE WITH THE GENERAL DATA PROTECTION REGULATIONS (GDPR)

It was noted that the General Data Protection Regulations begin to come into force on 25 May 2018. It was proposed by Mr H Gopsill and seconded by Mrs E Derrick that:

- a) the data audit be endorsed;
  - b) the Privacy Notice for Staff, Councillors and Role Holders be approved;
  - c) the General Privacy Notice be approved;
  - d) the Data Protection Policy be approved;
  - e) the Data Breach Policy be approved;
  - f) the Subject Access Request Procedure be approved; and,
  - g) the above be reviewed annually at the Annual Parish Council meeting in May.
- The above were RESOLVED.

### 18/96 ADMISSIONS & SCHOOL TRANSPORT WITH RESPECT TO OADBY SCHOOLS

It was noted that since 1959, the primary schools serving Thurnby and Bushby, Scraftoft and Houghton-on-Hill had been feeder schools into the two tier middle and high school provision in Oadby. However, all three Oadby schools Beauchamp College, Gartree High School and Manor High School have become academies and have opened up their catchment areas and in the case of Beauchamp College, put a cap on places. As a result, some children from the traditional catchment area did not get places. A briefing from the Chief Executive at LCC on Admissions and School Transport in the Oadby schools was received and it was noted that the Regional Schools Commissioner had lifted the cap for one year only. As a result most children have secured places for entry in 2018-19. It was agreed that the Parish Council should keep a watching brief on this matter and that it be included on the agenda for the Annual Parish Meeting.

### 18/97 PLANNING APPLICATIONS

**a) 18/00312/OUT** – outline application for the erection of up to 125 dwellings and associated infrastructure, including highway and pedestrian access, open space and structural landscaping (access to be considered), (land at Charity Farm, Bushby).

It was noted that 12 residents had attended the drop-in session organised by the Parish and District Cllrs on 21 April 2018. The developer, Bloor Homes, had been invited to attend, but had declined due to unavailability.

Written comments from residents raised the following issues: overdevelopment; sustainability; access onto and off the A47, in particular drivers wishing to turn west into the City; impact on primary schools and GP surgery; lack of public transport; and, extension to the boundary of the parish. These comments have been forwarded to the Planning Authority. In addition, concerns raised by a resident with the Planning Authority regarding badger setts on the proposed development site were received, noting the sensitive/confidential nature of the submission.

It was agreed to **OBJECT** to the application, taking into account the issues raised above and those previously raised by the Parish Council (minuted and submitted on-



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line) on the following grounds:

- Access – while the current development proposal together with approved developments on the adjacent site may fall within the Highways Authority of 400 dwellings for a single access to a development, this does not take account of traffic to and from the proposed retail unit and sports ground.
- Unsustainable public transport – the applicant's submission uses an out of date bus timetable and consequently does not take account of significant cuts in the 747 bus service – ie limited subsidy for one year; reduced service, and, potential future cuts.
- Impact of increased traffic both onto/off the A47 and through the village via Main Street.
- Impact of increased population with regard to education/health provision.
- Concerns raised regarding the impact on badger setts on the proposed development site.

In addition, the Parish Council reiterates its previous observations regarding

- The Local Plan, as submitted for inspection, includes no new allocations for Thurnby and Bushby as the Scraftoft North Strategic Development Area (SDA) has been identified within the Principal Urban Area (PUA). This should be afforded weight in the Planning Authority's consideration of the Bloor Homes application.
- In the event of the Planning Authority granting permission for the application, there are concerns with regard to the two Bloor Homes sites being developed on a stand-alone basis. This could lead to the overall site being developed in a piecemeal way and the trigger points for both sites being delayed.

**b) 18/00624/TPO** – works to trees (12 Newstead Avenue, Bushby). It was noted that the proposed works appear to be general maintenance to five trees and that subject to consultation with the tree wardens a NEUTRAL response be submitted.

**c) 18/00645/FUL** – erection of a single storey side and rear extension and conversion of garage to habitable accommodation (26 Sedgefield Drive, Thurnby). It was agreed to submit a NEUTRAL response with no comments.

**d) 18/00664/FUL** – erection of a dwelling and associated works (771 Uppingham Road, Thurnby). It was agreed to submit a NEUTRAL response with the comment that the PC had some concerns regarding the impact on the amenity of existing dwelling (771 Uppingham Road) and access to and from the A47.

**e) 18/00684/PCD** – discharge of condition 3 (ecological survey) of 16/00874/REM (Land at Uppingham Road, Bushby). NOTED.

**f) 18/00707/FUL** – erection of two storey side and rear extension (25 Forest Rise, Thurnby). It was agreed to submit a NEUTRAL response with no comments.

**g) 18/00714/FUL** – erection of two storey front extension, two storey side extension and single storey rear extension, including demolition of existing garage and rear extension (6 Bennion Road, Bushby). It was agreed to submit a NEUTRAL response with a comment regarding the need to ensure that there is adequate off road parking.

### 18/98 PLANNING ENFORCEMENT MATTERS

New cases in the parish were noted.

### 18/99 RESPONSE BY THE PLANNING AUTHORITY TO THE REVISED NATIONAL PLANNING POLICY FRAMEWORK (NPPF)

It was reported that the Planning Authority does not normally publish their responses to public consultations and could not therefore make it available to the Parish Council. It was noted that Leicestershire County Council had published their response.



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### 18/100 NEIGHBOURHOOD PLAN STEERING GROUP

It was reported that the Neighbourhood Planning Steering Group had met on 2 May 2018. The reports on the Community Drop-in Event and the Stakeholder Workshop had been received and key issues considered. The next step will be for the Group to work through the key issues which will inform the NP Questionnaire.

### 18/101 LEICESTER & LEICESTERSHIRE STRATEGIC GROWTH PLAN CONSULTATION

The final response submitted on behalf of the Parish Council by the Clerk was noted together with that submitted by County Cllr Mr S Galton. It was reported that an email had been received regarding an action group which is being established to oppose the Plan. There was no indication of the status of the group.

### 18/102 747 BUS GROUP

Mr S Galton reported that while numbers using the 747 are up, there needs to be improvement if the service is to continue beyond the current subsidy. Numbers of passengers boarding in Thurnby and Bushby demonstrate that the parish is a significant user of the service. The importance of encouraging residents to respond to the LCC consultation on a New Passenger Transport Policy and Strategy was noted and agreed that this be included at the Annual Parish Meeting. The consultation is open until 13 June 2018 and is available at:

<https://www.leicestershire.gov.uk/passenger-transport-consultation>

### 18/103 HIGHWAYS MATTERS

- a) Grange Lane pedestrian safety scheme – further advice is being sought with regard to a Part 1 claim.
- b) Conversion of street lights owned by the Parish Council to LED – details are still awaited.
- c) Parking enforcement at Fernvale and St Luke's schools – it was reported that enforcement had been delayed due to staffing shortages. However, three visits have now been made, with five penalties being issued, all at Fernvale. It was agreed that if it was not possible to fit in the remaining 6 visits requested for this half term, the remainder be carried over. Mr S Galton reported that both Head teachers had expressed their appreciation for the action being supported by the Parish Council. The Head teacher at Fernvale had expressed concern at speeding on Pulford Drive following the opening of the new entrance. Mr Galton is pursuing this with Highways.

### 18/104 COMMEMORATION OF THE 100 YEAR ANNIVERSARY OF WW1 AND VOTES FOR WOMEN

Correspondence from the Leader of HDC regarding the above was received. It was proposed by Mr J King and seconded by Mr H Gopsill that the Parish Council should express an interest in purchasing one or two commemorative benches for Church Green. In view of the space, this may entail moving the current bench, which was purchased several years ago to another location. This was RESOLVED.

In addition, it was agreed to review the number of lamp post poppies to be purchased by the Parish Council.

Clerk

Clerk

**20.55:** It was agreed to continue the meeting and complete the agenda.

### 18/105 HDC CONSULTATION ON A DRAFT CONTAMINATION LAND STRATEGY

It was noted that the above is open until 25 June 2018 and is available at <http://www.harborough.gov.uk/consultation/info/79>

### 18/106 LEICESTERSHIRE MINERALS WASTE LOCAL PLAN

It was noted that the above has been submitted to the Secretary of State for examination and is available to view <http://www.hwa.uk.com/projects/leicestershire-minerals-waste-local-plan/>



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### 18/107 PARISH COUNCIL REPRESENTATIVES AND TREE WARDENS

The following were agreed:

Neighbourhood Plan Steering Group: Mrs A Burrell, Mrs E Derrick and Mr J King.

Sports and Recreation Working Group: Mrs A Burrell, Mrs P Chamberlain and Mr J King.

General Purposes Committee: to be Chaired by Mr H Gopsill and membership to be agreed according to availability.

Tree Wardens: Mr J King to continue and Mr N Garner and Dr A Keller to be asked to confirm whether they wish to continue.

Clerk

### 18/108 REVIEW OF PARISH COUNCIL POLICIES

It was agreed that this be undertaken at a meeting of the GPC.

Cllr HG &  
Clerk

### 18/109 ITEMS FOR INCLUSION IN THE NEXT ISSUE OF THE TABS NEWSLETTER

It was agreed that this should include: Membership of the Parish Council, Neighbourhood Planning and the Annual Parish Meeting Report.

Clerk

### 18/110 ANNUAL PARISH MEETING TO BE HELD ON THURSDAY 24 MAY 2018, 7.00-8.30 PM AT THE HILL COURT COMMUNITY CENTRE

An advance notice of the above has been distributed to residents and the agenda will be posted on the website and notice boards.

### 18/111 ENVIRONMENTAL MATTERS

a) Report from Tree Wardens – Mr J King agreed to give a verbal report at the Annual Parish meeting.

b) Litter and dog bins – it was noted that this is ongoing. It was noted that the need for litter bins on the public footpath through the Jelsons estate of Pulford Drive was noted and agreed that the Clerk would raise this with HDC.

Clerk

### 18/112 PERSONNEL MATTERS

It was reported that the Clerk's revised contract had been agreed and signed. In addition, it was reported that Mr S Swinden would be appointed as Acting Clerk for up to 20 hours a week for up to 8 weeks from 21 May 2018, when the Clerk will be taking a period of sick leave.

Cllrs PC &  
HG

### 18/113 AGENDA ITEMS FOR NEXT MEETING

There were no items identified.

### 18/114 DATE OF NEXT MEETING

The next meeting will be held on Monday 11 June 2018, commencing at 7.00 pm, at the Hill Court Community Centre.

The meeting closed at 21:10

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Chair, 11 June 2018