

**Market Bosworth Parish Council
Parish Council Meeting 3 March 2020
Public information pack**

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C Monkman, Parish Clerk, 25 February 2020

ITEM 4 REPORTS

4(a) County Councillor's report

To be distributed by email to councillors on receipt. Questions and comments to be raised at the PC Meeting.

4(b) Borough Councillor's report

To be distributed by email to councillors on receipt. Questions and comments to be raised at the PC Meeting.

4(d) Parish Clerk – Situation Report

Questions and comments may be raised at the PC Meeting on the following:

Potholes: The Rectory Lane pothole referenced under public participation at the February PC meeting was reported to Highways for attention with a request for it to be infilled again. Highways responded to confirm that they had carried out a visual inspection by vehicle and had noted that in their opinion the potholes infilled recently are holding. Highways have advised that Market Bosworth is surveyed at regular time intervals and this area will continue to be monitored both on foot and vehicle driven.

Car park: (i) Permit area: A permit holder has contacted the Parish Council to say that they are frequently unable to park in the permit holders' area, where at least 2 cars without permits have taken to parking on a regular basis. Notices have therefore been placed on the cars to point out that only those with permits can park in the area and that all permits should be displayed (ii) Fencing: Bosworth Groundcare was authorised to refit planks which came away from the permit area fence in recent windy weather. Bosworth Groundcare are to submit a quotation to replace all the planks because the existing are starting to warp and pull away (iii) HBBC have confirmed that they are unable to collect data usage information from the existing ticket machine but collection of data will be possible with the new electric machine when it is installed.

Memorial Garden: the finials have been fitted to the gate posts between the Parish Field and Memorial Garden. The environmental improvement grant has been claimed for the project accordingly.

Sutton Lane gate sign: Highways have confirmed receipt of the Parish Council's concerns about the new sign fitted to the Sutton Lane gate and that they are looking into the matter.

Tree works: £130 has been authorised for minor tree works agreed following the 2019 tree inspection.

Dates for the diary: 05.03.20 Hinckley & Bosworth Rural Conference; 19.03.20 Hinckley & Bosworth Tourism Partnership meeting

4(h) Memorial Garden working party

The group to meet on 17.03.20 with a view to preparing recommendations for consideration at the April PC Meeting.

4(i) MP's Parish Forum

The Chairman and Clerk attended the new MP's Parish Forum at Barwell on 18.02.20. The evening commenced with a presentation by Inspector Emma Maxwell about upcoming changes to the structure of Leicestershire Police Force and the positive outcomes the new structure should achieve. After Inspector Maxwell's presentation Dr Luke Evans, MP, outlined his work to date as an MP, stressed his desire to engage directly with local parishes, and invited questions and concerns for him to respond to. Common threads causing concern included planning and infrastructure, anti-social behaviour, rural crime, flooding, road maintenance and fairer funding for Leicestershire. Dr Luke provided contact details for the Environment Agency to report flooding incidents as follows: 0800 807060 email floodresilience@environment-agency.gov.uk

ITEM 6 PLANNING MATTERS

6(a) Planning applications determined

19/01431/HOU 127 The Park, two storey side extension and roof extension. Permitted.

19/01433/TCA 8 Back Lane, works to trees and to fell 1 x Silver Birch. Declined to make.

6(b) Planning application comments submitted under delegated powers

19/01440/FUL (re-consultation) 5 Shenton Lane, erection of one dwelling and double garage (revised scheme).
Objections submitted along the lines of objections previously submitted re proposed developments for this site.

6(c) To note and comment on new planning applications

20/00141/HOU 32 Northumberland Avenue, single storey rear extension and front canopy extension.

19/01437/FUL Kyngs Golf and Country Club, Station Road, erection of a multi-purpose golf clubhouse, formation of new parking areas and access roads and erection of 6 golf holiday homes and all associated ancillary works and landscaping.

20/00133/HOU 5 Warwick Close, Market Bosworth, two storey and single storey extension at rear of house.

20/00131/FUL Sedgemere, Station Road, residential development of 76 dwellings with associated access and public open space.

P.T.O

ITEM 7 CEMETERY – working party report

From: Cemetery Working Party

To: Full Council

For distribution with the March Parish Council Meeting agenda 03.03.20

Topic: Seeking quotations for the next phase of development of Shenton Lane Cemetery

Background:

Planning permission was granted on 13.06.18 in respect of the next phase of development of Shenton Lane Cemetery (application 18/00301/FUL). Conditions relating to the landscaping elements were addressed and approved during 2019. The final construction drawings (7432-04-01 and 7432-04-02) and Schedule of Works were prepared and finalised by HSSP architects in November 2019. The cemetery working party met on 18.02.20 to consider the priorities and approach in respect of going out to tender to obtain quotations to progress the project. Some rough outline costs had been obtained from a local contractor to assist with discussions.

Urgent priority:

The existing path construction allows for only 3 more ashes interments in small plots on which a small headstone can be placed. These plots sell more quickly than full burial plots or plots in the circle 'labyrinth' area, therefore the group recommends that a quotation be obtained to construct 3 x new paths as a matter of urgency. This will allow for approximately 60 more ashes plots which should provide for ashes interments for up to 15 years. It is anticipated that the approximate cost of this would likely be between £9,000 - £10,000.

Phased approach to the cemetery development:

The working party noted that the first element to be constructed should be the new driveway, off which will lead additional car parking spaces, the ashes scattering area and more full burial paths.

However, the working party also noted that the site plan, construction drawings and schedule of works clearly split the new driveway into sections on exit from the existing car park as follows:

- 1) New vehicular access incorporating additional car parking spaces to one side, all topped with Breedon gravel
- 2) Continuation of new vehicular access, incorporating further parking spaces including disabled to one side, all topped with block pavers

i.e. the specification and schedule of works are not for a straight-edged 'road' as such but for two clearly separate 'areas'.

Rough estimates indicate construction costs for the above are likely to be as follows:

- 1) Approximately £15,000
- 2) Approximately £18,500

The working party noted that it would not be a sensible approach or cost effective to construct the above areas in their entirety and then to commence groundworks for the ashes scattering area afterwards because the Breedon gravel, block pavers and kerb edgings would most probably be damaged during construction of the ashes scattering area.

The group therefore considered whether it would be best to lay the hardcore for the 2 sections referred to above, plus the hardcore for the ashes scattering area all at once, with the top layer to be added later (Breedon gravel approx. £3,500; block paving approx. £8,500). However, after discussion and consideration it was felt that to do all the hardcore at once would be too big a project to manage given the limited resources of the Parish Council and (based on the rough estimates obtained to date) the consequent, likely requirement to go out to tender using Contracts Finder.

It was therefore agreed the best approach to mitigate against damage and to manage the project realistically would be to seek quotations as follows:

- Quote 1** Paths to enable ashes interment plots (see urgent priority above).
Quote 2 Groundworks for first section of driveway plus car park extension excluding the top layer of Breedon Gravel

When the above have been completed seek quotations as follows:

- Quote 3** Groundworks for second section of driveway excluding the top layer of pavers; groundworks for the ashes scattering area. (The group recommends doing all this groundwork at once otherwise there would be risk of damage to the kerb edgings separating the block paved area from the ashes scattering area).

When the above have been completed seek quotations and grant funding for the following:

- Quotes 4 / 5** To complete the ashes scattering area (boulders, shelter, timber posts, planting).

- Final quote** To lay block pavers and Breedon gravel on the drive and car parking areas.

Grant funding could be sought from the Parish & Community Initiative Fund. The next application date will be February 2021 for projects to be carried out during the 2021-22 financial year. The deadline for applications for the 2020-21 financial year has expired.

Financial situation:

Existing cemetery reserves:	£37,052.19
Unspent cemetery maintenance from 2019-20 budget:	£5,271.71
Budget 2020-21 cemetery capital:	<u>£8,000.00</u>
	<u>£50,323.90</u>
Architect's fees approx. £6,500 to be subtracted	<u>£6,500.00</u>
	<u>£43,823.90</u>

Conclusion:

The cemetery working party recommends a series of quotations be obtained relating to the separate areas as clearly identified on the site plan and in the schedule of works. Such an approach should ensure the project is manageable and mitigate against damage to existing and / or new surfaces. Additional full burial plot paths to be constructed as and when needed but at present there are enough spaces for another 18 months or so based on previous usage.

ITEM 8 STANDING ORDERS

Existing Standing Orders were approved in 2018, before the last Parish Council election, therefore, although the Orders do not require amendment at this stage it would be sensible for them to be approved again by the current Parish Council. The document is attached to the emailed agenda for consideration. Councillors should have hard copies already, but if anybody requires another copy please contact the Clerk. Standing Orders are also available to view on the website.

The Appendix listing approved contractors does require updating. This list remains confidential to the Council for GDPR reasons therefore it is not posted on the website. Changes to the list are highlighted in red. If councillors can think of any omissions / errors please alert the Clerk.

ITEM 10 CORRESPONDENCE

Items of correspondence received and distributed

Notes and associated documents from the Heritage Forum Meeting held on 4.2.20.

Copy correspondence from HBBC's Conservation Area Officer to local estate agents supporting the Parish Council's concerns in respect of placement of For Sale and Sold boards and drawing attention to the need to comply with Class 3A of the Town and Country Planning (Control of Advertisement) (England) Regulations 2007.

HBBC's Environmental Health Newsletter and Community Safety Partnership e-newsletter.

Letter from HSBC in respect of latest security update procedures.