

Juliet Perry
Principal Officer
www.burbageparishcouncil.gov.uk



Burbage Millennium Hall
Britannia Road
Burbage
Leicestershire
LE10 2HF

16th October 2024

To: **Members of the Environment Committee**

Cllr I Ashton	Cllr R Mayne
Cllr R Flemming (Chair)	Cllr N Robinson
Cllr D Glenville	Cllr B Walker (Vice-Chair)
Cllr A Hall	Cllr P Williams
Cllr C Inman	

Copy to all other members of the Council

(other recipients for information)

Dear Member

There will be a meeting of the **ENVIRONMENT COMMITTEE** Millennium Hall, Britannia Road on **MONDAY 21st OCTOBER** at **6.30 pm** and your attendance is required.

The agenda is given overleaf.

Kind regards

Kirsty Jones

Kirsty Jones
Deputy Principal Officer

AGENDA – 21st OCTOBER 2024

1. To receive apologies for absence
2. To receive Members declarations of interest
3. To approve the minutes of the meeting held Monday 29th July 2024
4. To address any matters arising
5. Public questions & comments relating to items on the agenda
6. To note HBBC Rural Strategy 2024-2028 (circulated)
7. To consider response to LCC National Highways & Transport survey prepared by Traffic Issues Working Party (circulated)
8. To consider comment on the Market Bosworth Neighbourhood Plan review (circulated)
9. To reconsider replacement of street lighting column on footpath at Brookside Recreation Ground (circulated)
10. To consider two recommendations from the Cemetery Sub-Committee (circulated)
11. To receive reports from sub-committees, working parties and task & finish groups
 - (a) Open Spaces Sub-committee
 - (b) Cemetery Sub-committee – 8th October 2024
 - (c) Sport Sub-committee
 - (d) Neighbourhood Plan working party
 - (e) Traffic Issues working party
 - (f) Allotments working party
 - (g) Green Space Adoptions Task & Finish Group
 - (h) Rugby Road Improvement Project Task & Finish Group
12. To confirm date and time of next meeting

**MINUTES OF THE
ENVIRONMENT COMMITTEE MEETING
HELD MONDAY 29th JULY 2024
6.30PM
BURBAGE MILLENNIUM HALL**

Present: Cllrs Ms I Ashton, Mr R Flemming, Mrs D Glenville, Mrs A Hall, Mr R Mayne, Mr N Robinson, Mr B Walker, Mr P Williams

In attendance: K Jones (Deputy Principal Officer)

These minutes are subject to approval at the next meeting of this Committee

26. TO RECEIVE APOLOGIES FOR ABSENCE

Apologies had been received from Cllr Mrs Inman and were noted.

27. TO RECEIVE MEMBERS DECLARATIONS OF INTEREST

No declarations of interest were made at this time.

28. MINUTES OF THE ENVIRONMENT COMMITTEE MEETING HELD MONDAY 17th JUNE 2024

The minutes of the Environment Committee meeting held on Monday 17th June 2024 had been circulated to all Members and were considered. Proposed by Cllr Mrs Hall, seconded by Cllr Mr Mayne, and by show of hands, it was

RESOLVED - that the minutes of the meeting held on 17th June 2024 be approved and signed by the Chairman.

29. MATTERS ARISING

There were no matters arising.

30. PUBLIC QUESTIONS AND COMMENTS

There were no members of the public present.

31. TO CONSIDER REPLACEMENT OF STREET LIGHTING COLUMN ON FOOTPATH AT BROOKSIDE RECREATION GROUND

Members considered replacement of a street lighting column at Brookside Recreation Ground, which was removed due to failing a safety test. Following discussion, proposed by Cllr Mrs Glenville, seconded by Cllr Mr Mayne, and by show of hands, it was

RESOLVED - that the matter be brought back to the Environment Committee during the winter months when Members will be able to assess any impact of the removed streetlight more readily.

32. TO NOTE UPCOMING HBBC LOCAL PLAN REVIEW AND TO CONSIDER DELEGATED CONSULTATION RESPONSE

Members noted the dates for the upcoming Local Plan review, details of which had been circulated to all Members. Following discussion, proposed by Cllr Mr Williams, seconded by Cllr Mr Robinson, and by show of hands, it was

RESOLVED - that the HBBC Local Plan Consultation response be delegated to the Neighbourhood Plan Working Party for completion, with all Council Members to be invited to contribute.

33. TO CONSIDER A RECOMMENDATION FROM THE RUGBY ROAD IMPROVEMENT PROJECT TASK & FINISH GROUP

Members considered a recommendation from the Rugby Road Improvement Project Task & Finish Group which had been circulated to all Members. Cllr Mr Williams provided Members with the background to the recommendation. Following discussion, proposed by Cllr Mr Williams, seconded by Cllr Mrs Glenville, and by show of hands, it was

RESOLVED - that an application be made for draw down of S106 provision monies to facilitate purchase of four picnic benches from Supplier 1 to be installed at Rugby Road Park from the following fund:

17/00964/FUL £3257.

34. TO CONSIDER A RECOMMENDATION FROM THE TRAFFIC ISSUES WORKING PARTY

Members considered a recommendation from the Traffic Issues Working Party, which had been circulated to all Members. Cllr Mr Walker advised Members on the background to the recommendation. Following discussion, proposed by Cllr Mr Walker, seconded by Cllr Mr Flemming, and by show of hands, it was

RESOLVED - to make a RECOMMENDATION to the Administration & Finance Committee for a budget virement of £3000 from New Projects to new MVAS reserve to facilitate the purchase of a solar powered VAS sign.

35. TO CONSIDER A RECOMMENDATION FROM THE SPORT SUB-COMMITTEE

Members considered a recommendation from the Sport Sub-Committee, which had been circulated to all Members. Following discussion, proposed by Cllr Mr Williams, seconded by Cllr Mr Mayne, and by show of hands, it was

RESOLVED - to proceed with an application to the Grass Pitch Maintenance Fund for the football pitch at Rugby Road Park and that an additional £1100 per annum

for six years, commencing 2025-2026 budget, be allocated to the existing Grass Pitch Maintenance reserve.

36. TO CONSIDER A RECOMMENDATION FROM THE ALLOTMENTS WORKING PARTY

Members considered a recommendation from the Allotments Working Party, which had been circulated to all Members. Cllr Mrs Hall advised Members regarding the location of the asbestos identified and the need to potentially remove it. Proposed by Cllr Mrs Hall, seconded by Cllr Mr Flemming, and by show of hands, it was

RESOLVED - to obtain quotations from reputable contractors for the safe removal of corrugated asbestos sheeting from an identified plot at Woodland Avenue allotments, with further consideration given once quotations received.

37. REPORTS FROM SUB-COMMITTEES, WORKING PARTIES AND TASK & FINISH GROUPS

37.1 Open Spaces Sub-Committee

No meeting of the Open Spaces Sub-Committee had taken place.

37.2 Cemetery Sub-Committee

No meeting of the Cemetery Sub-Committee had taken place.

37.3 Sport Sub-Committee

Minutes of the meeting of the Sport Sub-Committee held on 11th July 2024 had been circulated to all Members. Proposed by Cllr Mr Williams, seconded by Cllr Mrs Hall, and by show of hands, it was

RESOLVED - that the minutes of the Sport Sub-Committee meeting held on 11th July 2024 be approved.

37.4 Neighbourhood Plan Working Party

Minutes of the meeting of the Neighbourhood Plan Working Party held on 19th July 2024 had been circulated to all Members. Proposed by Cllr Mr Flemming, seconded by Cllr Mr Williams, and by show of hands, it was

RESOLVED - that the minutes of the Neighbourhood Plan Working Party meeting held on 19th July 2024 be approved.

37.5 Traffic Issues Working Party

No minutes were available from the meeting of the Traffic Issues Working Part which had taken place on 17th July 2024. These to be circulated ahead of next meeting.

37.6 Allotments Working Party

Minutes of the Allotments Working Party meeting held on 23rd July 2024 had been circulated to all Members. Proposed by Cllr Mrs Hall, seconded by Cllr Mr Williams, and by show of hands, it was

RESOLVED - that the minutes of the Allotments Working Party meeting held on 23rd July 2024 be approved.

37.7 Green Space Adoptions Task & Finish Group

No meeting of the Green Space Adoptions Task & Finish Group had taken place.

37.8 Rugby Road Improvement Project Task & Finish Group

Minutes of the Rugby Road Improvement Project Task & Finish Group held on 18th July 2024 had been circulated to all Members. Proposed by Cllr Mr Williams, seconded by Cllr Mrs Hall, and by show of hands, it was

RESOLVED - that the minutes of the Rugby Road Improvement Project Task & Finish Group meeting held on 18th July 2024 be approved.

38. TO CONFIRM DATE AND TIME OF NEXT MEETING

Next meeting confirmed as Monday 16th September 2024 at 6.30pm

There being no other business the meeting was closed at 6.47pm

Item 6

Rural Strategy 2024-2028

Dear Parishes

Please be advised that the Rural Strategy 2024 – 2028 was approved by HBBC's Executive last week.

This is available to download via our website:

[Rural strategy | Hinckley & Bosworth Borough Council \(hinckley-bosworth.gov.uk\)](https://www.hinckley-bosworth.gov.uk/rural-strategy)

If you require a copy of the technical supporting document, please let me know and I can send a copy to you.

Cat Stilling
Events & Rural Support Co-ordinator

NHT Satisfaction Survey referred to Traffic Issues 29.08.24

Dear Barry

We have received a consultation request via LCC to complete the National Highways and Transport Survey 2024. They are seeking a single response from the parish council with a deadline for submission of 31st October.

I note that the Traffic Issues Working Party next meet on 24th September and feel they are best placed to consider the survey and response. I would be grateful therefore if the working party could work on a response to recommend to Environment Committee meeting on 21st October for submission.

A print friendly version of the online consultation is attached.

Kind regards

Juliet



Hinckley & Bosworth
Borough Council

Bill Cullen MBA (ISM), BA(Hons) MRTPI
Chief Executive

Please ask for: Planning Policy
Telephone: 01455 238 141
Email: neighbourhood.plans@hinckley-bosworth.gov.uk
Customer Ref No: CU0046
Our Ref: MARKETBOSWORTHREVIEW/REG16
Date: 12 September 2024

BY EMAIL ONLY

Dear Sir/Madam,

Notification of Publicity and Consultation of the Market Bosworth Neighbourhood Plan Review - Regulation 16 of the Neighbourhood Planning (General) Regulations 2012

We write to inform you, as a person or body previously consulted during the development of the Market Bosworth Neighbourhood Plan Review or as a person or body on the Hinckley & Bosworth Local Plan database, that the council is now in receipt of the final submission of the Market Bosworth Neighbourhood Plan Review (2024).

Representations are invited on the final plan between 9am Friday 13 September 2024 and 5pm Friday 8 November 2024 (eight weeks).

What documents comprise the neighbourhood plan proposal?

The submission of the Market Bosworth Neighbourhood Plan Review proposal to Hinckley & Bosworth Borough Council, May 2024, included the following items:

- The Market Bosworth Neighbourhood Plan Review plan document
- The Consultation Statement
- The Basic Conditions Statement
- A map/statement (in this case within the Basic Conditions Statement) identifying the area to which the plan relates
- Minutes of the Market Bosworth Parish Council Meeting on 7 May 2024 which approved the submission
- The SEA Screening Statement, dated April 2024, which confirmed the Neighbourhood Plan was not subject to a full SEA or HRA
- A Statement (in this case page 10, para.1.3.6, of the Market Bosworth Neighbourhood Plan Review) setting out whether, or not, the qualifying body considers that the modifications contained in the modification proposal are so significant or substantial as to change the nature of the neighbourhood development plan which the modification proposal would modify, giving reasons for why the qualifying body is of this opinion, and
- Other related supporting documents and evidence base documents

Where can the plan proposal be inspected?

The plan and the supporting documents mentioned above can be found by visiting the following webpage www.hinckley-bosworth.gov.uk/marketbosworthnpreview.

Hard copies of the documents are available for inspection at the following locations (please check opening times prior to visiting):

Hinckley & Bosworth Borough Council Hinckley Hub Rugby Road Hinckley Leicestershire LE10 0FR	Market Bosworth Community Library Station Road Market Bosworth CV13 0JS	Market Bosworth Parish Council Office Parish Hall Park Street Market Bosworth CV13 0LL
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Hinckley Hub • Rugby Road • Hinckley • Leicestershire • LE10 0FR

Telephone 01455 238141 • www.hinckley-bosworth.gov.uk

How long is the consultation lasting?

Representations must be received by Hinckley & Bosworth Borough Council between 9am Friday 13 September 2024 and 5pm Friday 8 November 2024 (eight weeks).

How to submit a representation

- Use the online comments form at www.hinckley-bosworth.gov.uk/marketbosworthnpreview
- Download a response form from the web page above and
 - Submit electronically to neighbourhood.plans@hinckley-bosworth.gov.uk
 - Or print and complete a paper version and return to:
Planning Policy Team Hinckley and Bosworth Borough Council, Hinckley Hub, Rugby Road, Hinckley, Leicestershire, LE10 0FR
- Send a letter to Planning Policy at the address above, or send an email to neighbourhood.plans@hinckley-bosworth.gov.uk

Next Steps

As the Neighbourhood Plan is going through a review the examination process is slightly different to a new neighbourhood plan. There are different types of neighbourhood plan reviews:

- Minor (non-material changes)
- Material modifications which **do not** change the nature of the plan would require examination but not a referendum, and
- Material modifications which **do** change the nature of the plan would require examination **and** a referendum

The Market Bosworth Neighbourhood Plan Review is considered to fall into the material modification categories, and as such a Regulation 16 consultation and examination is required. The Examiner will consider the nature of the plan and the proposed changes, alongside the representations received during this consultation and the statements on the matter made by the Parish Council and Borough Council. The Examiner will then determine whether the Plan is required to go to referendum or whether it can be made without a referendum.

If there are any questions on the above please get in touch with the Planning Policy Team on 01455 238 141 or by email on neighbourhood.plans@hinckley-bosworth.gov.uk.

[Redacted]

[Redacted]

[Redacted]

Planning Policy Manager

Planning Policy
Development Services
Hinckley & Bosworth Borough Council

To receive planning news from HBBC, including updates on planning decisions and the Local Plan, sign up to receive our planning newsletter here: www.hinckley-bosworth.gov.uk/emailupdates and click Planning News.

From: [Juliet Perry](#)
To: [Debbie Carr](#)
Subject: FW: Street Light - Burbage footpath from Tilton Rd. to Recreation Ground Col 9 (Side of 26 Higham Way)
Date: 18 June 2024 11:33:56
Attachments: [image003.png](#)
[image004.png](#)
[image005.jpg](#)

Good morning Debbie

Apologies that I had not let you know the outcome of Council's decision not to reinstate the above street light.

Following our conversation yesterday and in light of enquiries that you have received, I will be asking Council to reconsider the matter at their next meeting on 29th July. I appreciate that your previous estimate of between £2000 and £2500 to replace the street light is now 12 months old and costs may have risen.

I will of course let you know the outcome after the meeting on 29th July and would ask that no action be taken to terminate the supply and fully remove the remaining column in the meantime.

Thank you again for bringing this back to our attention.

Kind regards
Juliet

Juliet Perry
Principal Officer
Burbage Millennium Hall
Britannia Road
Burbage
LE10 2HF

Tel: 01455 637533



Privacy Notice:

Burbage Parish Council holds some of your personal information, including contact details, to enable us to fulfil our obligations to you.

We may also need to share some of your data with other professionals, to help us deal with an inquiry.

Our privacy policy, which explains how and why we retain and use personal data, can be viewed online at www.burbage-council.co.uk

If you have any questions about your information on our database, please email info@burbage-

From: Burbage Parish Council - Info <Info@Burbage-Council.co.uk>

Sent: Wednesday, June 14, 2023 1:01 PM

To: Debbie Carr <[REDACTED]>

Subject: RE: Street Light - Burbage footpath from Tilton Rd. to Recreation Ground Col 9 (Side of 26 Higham Way)

Good afternoon Debbie

Thank you for advising us about the structural fail of one of our street lighting columns on Brookside Recreation Ground as above.

Due to the cost involved, I will be unable to advise whether Council would wish to replace the street light until I am able to present this at a meeting of our Administration & Finance Committee, together with my report, on 17th July 2023.

To save you visiting site twice, once to cut down and then to install a new one, would it be possible to wait until I have secured a decision on 17th July? If the cut down is required more urgently, could you please let me know when this is to be done.

Kind regards

Juliet

Juliet Perry
Principal Officer
Burbage Millennium Hall
Britannia Road
Burbage
LE10 2HF

Tel: 01455 637533



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If you have any questions about your information on our database, please email info@burbage-council.co.uk

From: Debbie Carr <[REDACTED]>

Sent: Monday, June 12, 2023 12:36 PM

To: Burbage Parish Council - Info <Info@Burbage-Council.co.uk>

Subject: Street Light - Burbage footpath from Tilton Rd. to Recreation Ground Col 9 (Side of 26 Higham Way)

Afternoon

My name is Debbie and I work for Street Lighting Leicestershire County Council. 1 of the street lighting columns that we look after for you under a maintenance agreement has failed its structural test. I will be asking for the column to be cut down at door height. The structural test and cutting down of the column falls within the maintenance agreement, however a replacement column does not. To replace the column, transfer the power supply and lantern you will be looking at between £2,000 and £2,500.

Please let me know how you would like to proceed.

Please find attached the column in question.

Thank you

Kind Regards

Debbie Carr EngTech AMILP

Senior Technician Structures and Street Lighting

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CEMETERY SUB-COMMITTEE MEETING

8TH OCTOBER 2024

12. TO RECEIVE QUOTATIONS FOR SCULPTURE AND ENTRANCE SIGN FOR WOODLAND ASHES AREA

Members considered quotations received for the sculpture and entrance sign for the woodland ashes scattering area. The Estates Officer advised that the grounds team would not have the capacity to offer any assistance with the fitting. The Principal Officer confirmed that the remaining budget in the project reserve would need to be increased. Proposed by Cllr Mr Williams, seconded by Cllr Mr Attenborough, and by show of hands, it was

RESOLVED - to make a **RECOMMENDATION** to the Environment Committee for a virement of £3500 to be made from New Projects to the Woodland Ashes Area Project reserve.

13. TO CONSIDER NEW TREE PLANTING AT ST CATHERINE'S CHURCHYARD

Cllr Williams advised Members that Father Andrew would like to plant a number of apple trees at St Catherine's churchyard. The Estates Officer confirmed that he would be happy for these to be planted but would ask that Father Andrew ensures he has volunteers to look after them. Proposed by Cllr Mr Williams, seconded by Cllr Mr Robinson, and by show of hands, it was

RESOLVED - to make a **RECOMMENDATION** to the Environment Committee to consider the donation of some fruit trees to St Catherine's Church for this initiative.

**MINUTES OF THE CEMETERY SUB-COMMITTEE MEETING
HELD TUESDAY 8th OCTOBER 2024
10.00am
MILLENNIUM HALL**

Present: Cllrs Mr S Attenborough, Mrs M Lynch, Mr N Robinson, Mr P Williams

In attendance: J Perry (Principal Officer)
K Jones (Deputy Principal Officer)
A Harrison (Estates Officer)

12. TO RECEIVE APOLOGIES FOR ABSENCE

Apologies had been received from Cllr Mrs Hall and were noted.

13. TO RECEIVE MEMBERS DECLARATIONS OF INTEREST

No declarations of interest were made at this time.

14. MINUTES OF THE MEETING HELD 7th JUNE 2024

The minutes of the meeting held 7th June 2024 had been circulated to all Members. Proposed by Cllr Mr Robinson, seconded by Cllr Mrs Lynch, and by show of hands, it was

RESOLVED - that the minutes of the meeting held 7th June 2024 be approved and signed by the Chairman.

15. PUBLIC QUESTIONS & COMMENTS

There were no members of the public present.

16. TO NOTE THE RESIGNATION OF CLLR I ASHTON FROM THE CEMETERY SUB-COMMITTEE

Members noted that Cllr Ms Ashton had resigned from the Cemetery Sub-Committee.

17. TO NOTE LAW COMMISSION BURIAL AND CREMATION CONSULTATION PAPER

The Deputy Principal Officer had circulated to all Members the summary report of the Law Commission's Burial and Cremation Consultation Paper. Members were appraised of the main points in the paper, and the Deputy Principal Officer confirmed she would follow the consultation and report back anything relevant to Burbage.

18. TO CONSIDER A NEW BENCH REQUEST FOR BAY N

Members considered a request for a new bench to be sited outside of our current layout plan adjacent to Bay N. Following discussion, proposed by Cllr Mr Williams, seconded by Cllr Mr Robinson, and by show of hands, it was

RESOLVED - to decline the request as the location not considered acceptable. Principal Officer to contact the requestor to offer an alternative location consistent with our current layout plan.

19. TO RECEIVE QUOTATIONS FOR SCULPTURE AND ENTRANCE SIGN FOR WOODLAND ASHES AREA

Members considered quotations received for the sculpture and entrance sign for the woodland ashes scattering area. The Estates Officer advised that the grounds team would not have the capacity to offer any assistance with the fitting. The Principal Officer confirmed that the remaining budget in the project reserve would need to be increased. Proposed by Cllr Mr Williams, seconded by Cllr Mr Attenborough, and by show of hands, it was

RESOLVED - to make a **RECOMMENDATION** to the Environment Committee for a virement of £3500 to be made from New Projects to the Woodland Ashes Area Project reserve.

RESOLVED - to engage Pete Leadbetter to produce and install the sculpture and entrance sign as quoted.

20. TO FURTHER CONSIDER A REQUEST FROM A RESIDENT REGARDING A SEGREGATED MUSLIM BURIAL AREA IN THE CEMETERY EXTENSION

Further to discussion at previous meetings, Members once again considered a request from a resident regarding a separate Muslim burial area in the planned cemetery extension. Consideration was given to the information that had been collated by the Deputy Principal Officer and Members requested that a comparison be made of the population of Burbage with the population of Hinckley and that this information be used to form the basis of a calculation of how many spaces should be provided. Following detailed discussion, proposed by Cllr Mr Williams, seconded by Cllr Mrs Lynch, and by show of hands, it was

RESOLVED - to make a **RECOMMENDATION** to Full Council to support in principle the laying out of a designated Muslim burial area as a requirement of our design specification for the cemetery extension, considering the example at Ashby Road Cemetery, Hinckley and feasibility at design stage for capacity/numbers.

21. TO CONSIDER NEW TREE PLANTING AT ST CATHERINE'S CHURCHYARD

Cllr Williams advised Members that Father Andrew would like to plant a number of apple trees at St Catherine's churchyard. The Estates Officer confirmed that he would be happy for these to be planted but would ask that Father Andrew ensures he has volunteers to look after them. Proposed by Cllr Mr Williams, seconded by Cllr Mr Robinson, and by show of hands, it was

RESOLVED - to approve the planting of new apple trees at St Catherine's Churchyard with Estates Officer to liaise with Father Andrew on final details.

RESOLVED - to make a **RECOMMENDATION** to the Environment Committee to consider the donation of some fruit trees to St Catherine's Church for this initiative.

There being no further business the meeting was closed at 11.05am.