

# LYDDINGTON PARISH COUNCIL

Minutes of the Parish Council Meeting held in the  
Village Hall, Lyddington  
Monday 15<sup>th</sup> May 2017 - 7.30pm

Councillors Present	Others Present
Cllr. H East Cllr. E Hobley Cllr. G Macfarlane Cllr. B Sturgess Cllr. H Tassell Cllr. J Tyers (Chair) Julia Unna (Parish Clerk)	Tina Elliott

## PRELIMINARY MATTERS

### 1. Questions and comments from the floor:

Cllr. J Tyers (Chairman) welcomed Tina Elliott to the meeting. Cllr. J Tyers noted, for general information, that he had been advised by UCC that a sponsored walk was being planned to take place on 30<sup>th</sup> June 2017 which would pass through the village

### 2. Apologies for absence

Cllr. T Fowell

### 3. Election of Chairman and Deputy Chair

Cllr. J Tyers and Cllr. H Tassell to remain in their respective roles as Parish Council as Chair and Deputy Chair of Lyddington Parish Council respectively.

#### 3.1. Declaration of Interests

None

### 4. Minutes of the Parish Council

The minutes from the meeting held on 13<sup>th</sup> March 2017 were approved as a correct record and signed by the Chair.

## REGULAR REPORTS

### 5. Lyddington Playing Field and Park

**To receive an update from Cllr. B Sturgess regarding Lyddington Tennis:**

It was noted that the net needed some attention. **Action Cllr. B Sturgess**

It was noted that the Village Hall had raised funds to explore offering table tennis to villagers. Cllr B. Sturgess would explore funding available for Lyddington Tennis.

**Action Cllr. B Sturgess**

Cllr J Tyers requested a set of Lyddington Tennis accounts. **Action Cllr. B Sturgess**

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**To note the monthly safety check on the village play equipment and agree any actions required:**

The Parish Council noted the updated inspection report from Cllr. H Tassell dated April and May 2017.

Cllr. J Tyers noted that the new sand had been placed in the sandpit and that a padlock had been fitted to the gate leading to the children's play area.

Cllr. J Tyers reported that some progress had been made on cutting back the ivy from the back fence of the play area. More work was still required. **Ongoing Cllr. J Tyers**

It was reported that the Annual Park Inspection had been booked with Wicksteed for early September 2017. Confirmation had been received and logged in the file.

Cllr. H Tassell noted that there was evidence of weed returning around the edge of the carpark area which had previously been treated in 2016. Parish Clerk to check with Cllr. H East to see if there was any remaining weed killer from the previous treatment. Parish Clerk also to investigate the cost of a weed killer spray and suitable solution. **Action Parish Clerk**

Further matters relating to the Park would be covered under item 8.

### 6. Planning Applications

Schedule of planning applications. The schedule of planning applications was noted as all up to date. No further comments were made by the Parish Council. The Parish Clerk reported to the meeting that the planning application for additional works to be completed on 72 Main Street, Lyddington had been withdrawn.

### 7. Finance

7.1 Current financial position and ratification of cheques issued: A schedule detailing cheques issued since the last meeting was tabled, noted and agreed.

7.2 Clerk's Expenses: The Clerk's salary and expenses from the middle of March through to 7<sup>th</sup> May 2017 (a total of £395.14 being 44.75 hours at £8.83 per hour plus £34.33 expenses) were approved. **Note:** The Parish Clerk to explore options in terms of costing for Microsoft Office packages. **Action Parish Clerk**

## BUSINESS

### 8. Matters Arising

The Parish Council considered the remaining items on the matters arising schedule, not already covered by the agenda and regular reports, including:

#### 8.1 Playing Field:

- a) **Obtain Padlock and Chain for Children's area:** Cllr. J Tyers reported that this had been actioned and was now in place. Completed.

**Note:** concern was noted re the use and state of the gate and possible repairs required. The Parish Clerk to check with 4 Counties how they access the area. **Action Parish Clerk**  
Cllr. J Tyers to inspect the gate and check for damage. **Action Cllr J Tyers**

- b) **Play sand to be placed in the children's sandpit:** This matter covered under item 5.2
- c) **Contact RCC re Waste Bin base in play area being insecure:** The Parish Clerk reported that an email had been received from the Environment Department at RCC on 15<sup>th</sup> May confirming that the new bins had arrived on 28<sup>th</sup> April 2017 and it was hoped that they would be installed by the end of May. **Ongoing Parish Clerk**

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- d) **Remove ivy on the back fence of the play area:** Matter covered under item 5.2. **Action Cllr J Tyers Ongoing**
- e) **Book Annual Inspection:** Annual inspection booked with Wicksteed Park. See agenda item 5.2.
- f) **Follow up concern re state of the verges at the north end of the village:** It was noted that Cllr. E Hobley had met with RCC (Rob Baxter, Highways). Markings had been painted on the pathway in readiness for repairs. It was noted that kerbing stones/granite sets would provide a better finish and provide a more lasting solution to the state of the kerb. Costs and potential options to be followed up by Cllr E Hobley. **Action Cllr E Hobley**  
  
It was also noted that the driveway running alongside the Green around towards the private access to Bede House may need some attention. To be followed up with RCC. **Action Cllr. E Hobley/Parish Clerk**
- g) **Follow up re Lyddington Tennis funding:** Covered under item 5.1. Action Cllr. B Sturgess

### 8.2 Finance

- a) **Investigate land available for a cemetery in the village/Meeting with Sir Alan Duncan.** This matter noted as still under investigation by both Cllr. B Sturgess and Cllr. J Tyers. As noted in the January 2017 meeting further fields should be identified for possible purchase. Cllr. J Tyers confirmed that he had contacted Sir Alan Duncan who had advised that this matter should be followed up once the election results were known. A meeting to be arranged with elected MP and Eddie Dorman. **Ongoing Cllr. J Tyers / Action Cllr. B Sturgess**

### 8.3 Other Matters

- a) **Signs throughout the village:** Cllr. J Tyers reported that the new sign had been placed on the Green and that the remaining signs were due to be installed on 16<sup>th</sup> May. The new speeding signs and the painting of the road would be completed later in the Summer. Cllr. J Tyers reported that there had been no negative comments made to his knowledge. **Ongoing**
- b) **SLCC Password:** The Parish Clerk confirmed that the password to SLCC website had been sent to all members of the Parish Council for their information. Cllr. E Hobley to review the Parish Council's current procedures in terms of adhering to guidelines. **Action Cllr. E Hobley**
- c) **Purchase of a Parish Council Laptop:** The Parish Clerk confirmed that a laptop and backup had been purchased for Parish Council documents.
- d) **Underground Project Update:** Cllr. E Hobley reported that this was ongoing. Following the APM in April 2017, Cllr. E Hobley had met with the owner of the neighbouring property. Delays still evident in this project due to ongoing issues with the land. Cllr. E Hobley reported that she had spoken to both Western Power and Spire Homes. This ongoing issue was felt to potentially require the input from the elected MP once the election results were known. **Ongoing Cllr. E Hobley**
- e) **Street Lighting:** Cllr. J Tyers reported that no further complaints had been received following a concern noted in the March meeting from a resident on Stoke Road.
- f) **Additional grass cuts:** The Parish Clerk reported that no further information was available re the additional cuts in the village. Concern was noted re the quality and frequency of the maintenance of the village and it was agreed that a review of contracts might be valuable for 2018/2019. It was confirmed that for the remainder of 2017/2018 the maintenance would remain with the existing contractors. **Ongoing to be followed up at a future PC meeting Parish Clerk item**

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It was noted that there may be a villager who may be prepared to undertake the additional cuts as required. Details and a cost breakdown to be prepared for July 2017 meeting. Awareness of insurance cover to be considered by the PC. Costs to be prepared of cuts in designated areas. Parish Clerk to discuss procedure of getting new tenders with Cllr. E Hobley. **Action Parish Clerk/Cllr E Hobley**

- g) **Theatre on the Green:** It was reported that the banner and signs were all up. A leaflet drop still to be arranged. 100 tickets had been printed. To be advertised on the radio (Cllr. H Tassell). 200 leaflets to be prepared for the parish newsletter. Cllr. J Tyers to prepare a flyer and email to the Parish Clerk for producing and passing to Jeremy Ryder. **Ongoing Action: Cllr. J Tyers & Cllr. E Hobley**
- h) **Budget Update re Children's Activity:** Cllr. J Tyers reported that he had met with Emma Martin re a possible Bushcraft event. Further discussions to take place re a possible take up of young people in the village. The event to include parents joining their children at the end of the activity. **Ongoing Cllr. J Tyers**

### 9. Finance

**Annual Return:** The Parish Clerk noted that the draft annual return had been completed, however there was a shortfall of £1.16 with the reconciliation. Cllr E Hobley noted that she thought she had found where the anomaly lay. It was agreed that the Parish Clerk and Cllr. E Hobley would meet on 16<sup>th</sup> May to reconcile the account before circulating the updated file for final sign off by all the members of the council. **Action Parish Clerk**

### 10. Village Signage update

Previously covered under matters arising 8.3 (a)

### 11. Village Fete

It was reported that the fete had made in the region of £5500.00 a £600.00 increase on the previous year.

## OTHER MATTERS

### 12. Clerk's items

- (i) **Undergrounding Project Update:** Previously covered under matters arising 8.3 (d). **Ongoing**
- (ii) **Annual Insurance Renewal:** The Parish Clerk noted that the insurance was due for renewal on 1<sup>st</sup> June. The renewal note from Cane and Company noted a fee of £821.54. The Parish Council agreed to remain with Cane and Company. **Action Parish Clerk**

### 13. Dates of Next Meetings

- Monday 10<sup>th</sup> July 2017 - 7.30 pm in the Village Hall. Parish Meeting to be chaired by the Deputy Chair Cllr, Harriet Tassell.
- Monday 4<sup>th</sup> September 2017 – 7.30 pm in the Village Hall. Parish Council Meeting

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## 14. Other Matters (at the discretion of the Chairman)

Cllr. J Tyers updated the Parish Council on the recent dog attack on Chapel Lane. It was noted that both the police and dog warden were involved and that the dog had been rehomed as a guard dog.

It was noted that Windmill Road would be closed for a period of 15 days as per RCC advice with work commencing on 15<sup>th</sup> June 2017.

It was noted that Cllr. E Hobley had completed an application for Village of the Year. Further information and update to follow at the July PC Meeting.

Cllr. H East noted that she had been approached about renting some space at the Old White Hart to site a storage container to be used for storing equipment for events such as the Village Fete and include table and chairs etc. Funding was being requested from the Parish Council to help purchase the container. Cllr. H East happy to site the container if for 'the Village'. It was noted that a second hand container could be purchase which would be a cheaper alternative. Then Parish Council felt that in principal the response was positive but it would be dependent upon what could be stored and whether it could be used for other events. To be followed up. **Action Cllr. J Tyers**

The meeting closed at 9.05 pm

**Chairman:**

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Cllr James Tyers

**Deputy Chair**

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Cllr Harriet Tassell

**Date:**