

LYDDINGTON PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Village Hall on Monday 12 January 2015 7.35pm to 10.10pm

Present: Cllr I C Canadine (Chairman) - in the Chair
Cllr H Tassell (Deputy Chairman)
Cllr D L Couldwell
Cllr J Tyers
Cllr E Hobley
Cllr W J A Westwood
Cllr R A Archer

Tina Kaczmar (Parish Clerk)

**Members of the village/others
in attendance:** None

PRELIMINARY MATTERS

1. **Questions and comments from the floor:** None.
Update on the progress of the Gigaclear project: No formal update was given. The Parish Council noted that the project was progressing and would get an update from Peter Lawson.
2. **Apologies for absence:** None.
3. **Declaration of Interests:** None.
4. **Minutes of the Parish Council Meeting held on 10 November 2014.** One amendment was made to Section 7.3 of the minutes (Grant and Thornton was amended to Grant Thornton). The minutes were then approved as a correct record and signed by the Chairman.

REGULAR REPORTS

5. **Lyddington Playing Field and Park**

5.1 Lyddington Tennis (LT): Cllr J Tyers confirmed that, after completing a request for funding application, he had been informed that no funding was available from Rutland County Council (RCC) for resurfacing the tennis courts. Cllr J Westwood outlined the options being considered by Lyddington Tennis for resurfacing the court.

- Option 1: Tarmac (approximate cost £8,000 excluding VAT)
- Option 2: Sport Turf (approximate cost £14,000 excluding VAT)
- Option 3: Savannah surface (approximate cost £17,000 excluding VAT)

Lyddington Tennis currently has about £11,000 potentially available for resurfacing. They asked for guidance from the Parish Council on whether the area could remain as solely a tennis court or needed to become a multi-sport area. There was detailed discussion regarding this. It was felt that the area should benefit as many people in the village as possible and that a multi-sport surface was the most effective way to do this. The tennis club currently has about 30 members. ***The Parish Council agreed that if they were required to contribute financially to resurface the court then, if practicable, the area should be resurfaced to enable it to be used for multi-sports.*** The Parish Council acknowledged that there were potentially issues regarding the management and administration of the area but felt that these could be worked through. It was agreed that Cllr J Westwood and Cllr J Tyers would meet with the tennis club on Thursday 15 January and outline the Parish Council's view. Cllr E Hobley highlighted that as part of these discussions with Lyddington Tennis we should try and understand any concerns they had about the area becoming multi-sports.

- 5.2 **Village Play Equipment Safety Checks:** Cllr H Tassell confirmed that she had carried out the monthly safety checks on the play equipment on 13 December 2014 and 8 January 2015. She confirmed that everything was in good working order and that there were more mole hills in the small children's play area making it very muddy. Cllr H Tassell recommended that the Parish Council contact a mole catcher to get rid of the moles. The Parish Council agreed and asked that any Health and Safety implications of placing mole traps where the children are playing are considered before placing the traps. Cllr H Tassell agreed to contact the mole catcher.

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Several other issues regarding the play park were also discussed.

(i) The large Cypress trees adjoining the play park were discussed. The Parish Council expressed concern about the height and width of these trees and the amount of shade they produce over the play area. The Parish Council asked Cllr I C Canadine to discuss potentially reducing the height and width of the trees with the owner, Mr Mair. Cllr I C Canadine agreed to do this.

(ii) The replacement sandpit cover was discussed. At the last meeting the Parish Council agreed to replace the cover with an identical one and to fit handles. Whilst ordering the cover Cllr I C Canadine was made aware that a cover the size needed would weight approximately 80 kilos. This is significantly heavier than the existing cover and would be too heavy for parents to move to allow children to play in the sandpit. Cllr I C Canadine confirmed he was investigating other options and would report back to the Parish Council in due course. He highlighted that we may have to pay for a more expensive cover if he is unable to source an alternative solution. Cllr J Tyers commented that the rain was currently getting into the sandpit and so a new cover was needed soon.

5.3 **Proposed dog walking area and path on the playing field:** Cllr I C Canadine updated the meeting on this proposal. No firm quote had been received from Ian Mercer regarding the dog walking area. Ian Mercer confirmed he was still looking at this and estimated that the fence across the field and a gate would be approximately £2,500. It was agreed that no further action would be taken on this proposal until quotes are received from Ian Mercer.

Cllr I C Canadine agreed to get quotes from local fencing contractors for fencing the short path on the playing fields to avoid the guard dogs on Chapel Lane. Cllr J Tyers requested that wire mesh on the fence is included in the quote to prevent dogs going on to the main part of the playing field. Cllr I C Canadine agreed to do this.

6. Planning Applications

6.1 **Schedule of planning applications:** The schedule of pending planning applications was noted.

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 **Draft Budget and Parish Precept for 2015/16:** The draft budget and precept was discussed. It was agreed that the precept request should remain the same for 2015/2016 at £7,500. The Parish Clerk agreed to confirm this request to Rutland County Council.

The draft budget was discussed in detail. The grounds maintenance costs were discussed and it was agreed to add in The Green and the village verges when putting this work out to tender. (See Point 8.2 (ii) in matters arising).

Cllr I C Canadine confirmed that the Lions Santa Float visit to Lyddington has raised £203.36. The Parish Clerk agreed to bank this money as soon as possible.

The Parish Clerk agreed to make the amendments to the draft budget for discussion at the next meeting.

7.3 **Financial Regulations:** These were discussed in detail. The Parish Clerk outlined that the document was based on the 'model' financial regulation document from the SLCC website as recommended by the external auditors. The Clerk confirmed that the model document was amended slightly in order to accurately reflect the processes used by Lyddington Parish Council. The Parish Council felt that the document was quite detailed for a small Parish Council but acknowledged the requirement to document the financial processes as requested by the external auditors. The Parish Council agreed to adopt the Financial Regulations with one amendment. The amendment was to remove the section on Contracts and refer to the existing Standing Orders relating to contracts adopted by the Parish Council in May 2008. The Clerk agreed to action this change and circulate the amended document for final approval at the next meeting. It was also agreed that the Parish Clerk would be appointed as the Responsible Financial Officer (RFO)

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- 7.4 **Clerk's Expenses:** The Clerk's salary and expenses for November and December 2014 (a total of £273.73, being 31 hours at £8.83 per hour and expenses of £2.50 (for printer paper) were received and approved.

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

- (i) **Investigate sign for the play park as per Wicksteed recommendations:** Cllr J Tyers to action. Carried forward to next meeting.
- (ii) **Investigate road sign for Chapel Lane with RCC:** Sign ordered by RCC and should be installed in January. No cost to the Parish Council.

8.2 Other Matters

- (i) **Letter regarding traffic in Lyddington from Mr Mair and Mr Mercer:** The Chairman to respond to Mr Mair and Mr Mercer after the Parish Clerk has contacted the Police to understand the outcome of the recent speed checks in the village.
- (ii) **Send out tender for grass cutting of playing field, around memorial bench and new cemetery.** The Parish Clerk confirmed she had identified 4 contractors and would write to them this week. Cllr I C Canadine asked that The Green is included in the tender and that costs are also received for cutting the verges in the village. The verges are included to understand whether the RCC payment for the Parish Council potentially taking on cutting the verges is adequate before a final decision is made to reject the offer to cut our own village verges. Parish Clerk to action by next meeting.
- (iii) **Update website as per recommendations:** Completed. There was some discussion about trying to raise the profile of the website within the village and potentially try to get one village events calendar. Parish Clerk to action.
- (iv) **Contact people requesting an allotment to confirm interest.** Carried forward to next meeting.
- (v) **Get an Update from RCC regarding the Rutland Flyer route to include Corby Station.** Carried forward to next meeting.
- (vi) **Contact the Dog Warden regarding stray dogs and dog mess.** Cllr I C Canadine confirmed he had done this again but had had no response from the dog warden. Action removed.
- (vii) **Write to thank those involved in resurfacing the footpath to UCC.** Completed.
- (viii) **Investigate the missing street lamp at 5 Colley Rise.** Completed. Street light now working.
- (ix) **Raise issue of footpath surfaces with RCC.** Completed. RCC confirmed they had inspected the footpaths in October and no immediate work was required on the surfaces. They confirmed that they would inspect them again in April, particularly the 2 areas highlighted – outside The White Hart and at Scales Dyke. The Parish Council agreed to review this issue again when the Gigaclear project is completed.
- (x) **Poster on noticeboard for help with the Lions Float.** Completed.
- (xi) **Update cemetery spreadsheet.** Carried forward to next meeting.

9. Public Art Installation in Lyddington – Village sign

The Village sign is in the process of being carved and should be completed by the end of January. Cllr I C Canadine asked for views from the Parish Council on a number of points. It was agreed that the background for the sign should remain rather than carving it out and that the oak sign should just be oiled rather than painted. Cllr I C Canadine agreed to arrange an unveiling of the sign at the beginning of February.

OTHER MATTERS

10. Clerk's items

- (i) **Police Report:** The Police report from PC LePla was noted.
- (ii) **Undergrounding Project Update:** Western Power Distribution confirmed that there has been no progress on this since the last meeting.

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(iii) **Gigaclear:** Discussed at the start of the meeting.

(iv) **Elections:** It was felt that the Parish Council Elections later this year should start to be advertised to raise awareness and identify potential candidates. The Parish Clerk agreed to start doing this by putting something on the noticeboards and website.

11. **Village Newsletter:** It was agreed that a village newsletter would be discussed at the next meeting.

12. **Dates of Next Meetings**

- Monday 9 March at 19.30 in the village hall.
- Monday 13 April at 19.00 in the village hall. **(Annual Parish Meeting)**

The proposed meeting dates for 2015/2016 were accepted. The Parish Clerk agreed post them on the website and noticeboards and book the village hall.

13. **Other Matters**

No other matters were raised.

Chairman