

LYDDINGTON PARISH COUNCIL

Minutes of a Parish Council Meeting held in Lyddington Village Hall
on Monday 14 March 2011 from 20:00 to 20:55

Present: Cllr H Tassell (Deputy Chairman, Chairman of the meeting)
Cllr D L Couldwell
Cllr A Marshall

Ms E A Hobley (Clerk)

Members of the village/others in attendance: None

PRELIMINARY MATTERS

1. **Questions and comments from the floor:** None.
2. **Apologies:** Cllrs I C Canadine, E L-A Straw, D P Sugden and W J A Westwood.

It was noted that a quorum was present.
3. **Declaration of Interests:** None.
4. **Minutes** of the Parish Council Meeting held on 10 January 2011 were, subject to correction of a typographical error, approved as a correct record and signed by the Chairman.

REGULAR REPORTS

5. **Playing Field:**
 - 5.1 **Chairman's Report:** The Clerk gave a verbal report from the Chairman in his absence. There has been no progress on the "DIY" tasks because of the wet weather. The outstanding jobs will be progressed once the weather improves. As agreed by the Parish Council, a request to keep the area tidy has been posted on the notice board in the cemetery. Four sacks of rubbish have been disposed of and the Chairman will finish tidying the cemetery on his return from holiday.
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:** The current financial position of the Parish Council for the year to March 2011 and a schedule detailing cheques issued since the last meeting were tabled and noted. **It was resolved that** the signing of the cheques issued since the last meeting be and is hereby ratified. A VAT claim in the sum of £481.78 for the period 1 January 2010 to 31 January 2011 had been submitted and the refund received from the Inland Revenue on 22 February 2011.
 - 7.2 **Clerk's Expenses:** The Clerk's salary for January and February 2011 was received and approved (a total of £221.62, being 25.75 hours at £8.64 per hour).
 - 7.3 **Annual Return 2011:** It was **agreed** that, if amenable, Mr C Tassell be appointed internal auditor for the year ended 31 March 2011, to audit the Annual Return required by the Audit Commission for submission to the external auditor.

Actions:

- Consider whether to carry forward the accrual for the speed sign in the Parish Council accounts for another year (**all**)
- Check that Mr Tassell is amenable to acting as internal auditor for the 2011 audit (**HT**)
- Complete the 2011 Annual Return and deliver to Mr Tassell for internal audit (**Clerk**)

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BUSINESS

8. Lyddington Tennis

It was resolved that the signing of the Letter of Agreement with Lyddington Tennis for the use of Lyddington Tennis Court by Cllr Canadine on 23 February 2011 on behalf of the Parish Council, acting as Trustee of the Lyddington Playing Field Charity (as previously agreed by the Parish Council), is ratified.

9. Parish Council Elections 2011

The Unitary and Parish Council elections will be held on Thursday 5 May 2011. The Clerk distributed election papers, received from the County Council's Democratic Services, and confirmed that completed papers must be received by the County Council before 4 April 2011. Parish Councillors who do not wish to stand for office again, need take no further action. The newly elected Parish Council will take office at the Annual Parish Council meeting on Monday 9 May 2011.

10. Matters Arising

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

- (i) **Street Lighting:** The Clerk has approached the Council Council's Highways Department regarding funding for the proposed additional street light in Church Lane. Once a response has been received from the County Council, the Clerk will circulate details of the proposal and whether any funding is available.
- (ii) **Footpath outside number 11 Main Street:** It was concluded by the County Council's Highways Department that no immediate remedial work was necessary but the intention is to modify access to this property as part of the resurfacing work to be carried out by the footway inspector next financial year. The property owner will be consulted before any changes are made.
- (iii) **Speedwatch:** Cllr Marshall reported that he only two volunteers have come forward for this year's Speedwatch. Cllr Couldwell offered himself as an additional volunteer.

Actions:

- Follow up with County Council on possible funding for the additional street light in Church Lane (Clerk)
- Follow up with County Council about remedial work to the footpath outside 11 Main Street before next winter (Clerk)
- Email all those who have previously taken part in Speedwatch to see if they can assist this year (AM)

OTHER MATTERS

11. Clerk's items

11.1 **Membership Renewals:** It was agreed that the membership of the Friends of Rutland County Museum be renewed for 2011 at a cost of £10.00.

Action: Renew membership of FRCM for 2011 (Clerk)

11.2 **Replacement Noticeboard at Colley Rise:** Cllr Marshall advised that the current notice board posts are sound and are concreted in. The Chairman has endorsed a proposal to order a double-door, oak notice board from Arien Signs which can be fixed to the existing posts (9 A4 pages per door – 18 pages in total) at a cost of £790 plus header (£45) and carriage is (£50), the total cost being £885.

Action: Place notice board order with Arien Signs as agreed with Chairman (Clerk)

11.3 **Allotments:** The annual fees for the allotment plots, which will remain at £15.00, are due on 1 April. There is currently no-one on the waiting list.

Action: Confirm with current allotment licensees whether they wish to continue with their plots for a further year and request payment of annual fees (Clerk)

11.4 **Police Report:** The Clerk had received a report from PC Paul Le Pla that there was one crime (theft) in Lyddington during the past month.

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OTHER MATTERS (cont'd)

11. Clerk's items cont'd)

- 11.5 **Grounds Maintenance:** The quotation from Spendlove Contracting for 2011, covering grounds maintenance for the playing field, the "new" section of the cemetery and the area around the memorial bench in Stoke Road, had been received and was within the 5 per cent increase agreed at the last meeting. It was **agreed** that the quote should be accepted, including the additional task of collecting grass cuttings from the cemetery.

Action: Accept Spendlove Contracting's quote dated 28 February 2011 (Clerk)

12. **Village Newsletter**

The last newsletter was published in February 2011. Three suggestions had been received on village maintenance as a result of the request in the newsletter: Repair of the milestone on the corner of Stoke Road (complete); painting of the guard rails over the stream on Main Street (complete); and the poor state of the verges on Stoke Road (to be discussed).

It was agreed that no newsletter will be published following this meeting.

13. **Dates of next meetings**

- Annual Parish Council Meeting - Monday 9 May 2011 at 20:00 in the Village Hall
- Annual Parish Meeting (to which all members of the Parish are invited) – Wednesday 25 May at 19:00 in the Village Hall

14. **Other matters:** None

Signed by Cllr I C Canadine, Chairman, on 9 May 2011

Chairman