

LYDDINGTON PARISH COUNCIL

Minutes of the 2011 Annual Parish Council Meeting held in Lyddington Village Hall
on Monday 9 May 2011 from 20:00 to 22:00

Present: Cllr I C Canadine (Chairman)
Cllr D L Couldwell
Cllr A Marshall
Cllr W J A Westwood

Ms E A Hobley (Clerk)

Members of the village/others in attendance: Mr R Brown

PRELIMINARY MATTERS

1. **Questions and comments from the floor:** Mr Brown thanked the Parish Councillors for the time they give to the village and the work they put into the Parish Council.

2. **Apologies:** Cllr H Tassell

It was noted that a quorum was present.

3. **Election of Parish Council:** It was noted that at the Parish Council elections held on 5 May 2011, the following five Councillors were re-elected, uncontested:

Cllr I C Canadine
Cllr D L Couldwell
Cllr A Marshall
Cllr H Tassell
Cllr W J A Westwood

Declarations of Acceptance of Office were received from the Councillors present. The Declaration from Cllr Tassell will be received after the meeting.

Cllrs Erica Straw and Dawn Sugden had decided not to stand at the 2011 elections and the Parish Council thanked them for their work during their term of office. It was noted, therefore, that there were two vacancies on the Parish Council that will need to be filled by co-option.

Actions:

- Lodge Declarations of Acceptance of Office for all Councillors with the Monitoring Officer at the County Council (**Clerk**)
- Make enquiries to see if anyone is interested in filling the vacancies on the Parish Council (**all**)

4. **Election of Chairman and Deputy Chairman:** Cllr Canadine was proposed and, after due and careful consideration, was unanimously re-elected as Chairman of the Parish Council until the next Annual Parish Council Meeting to be held in May 2012. In her absence, Cllr Tassell was unanimously re-elected to act as Deputy Chairman for the same period, subject to her agreement.

5. **Declaration of Interests:** The Interests of the newly elected members of the Parish Council were noted.

Action: Lodge Declaration of Interests Forms with the Monitoring Officer at the County Council within 28 days of appointment (**Clerk**)

6. **Minutes** of the Parish Council Meeting held on 14 March 2011 were approved as a correct record and signed by the Chairman.

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REGULAR REPORTS

7. Playing Field:

- 7.1 **Chairman's Report:** The Chairman and Cllr Marshall plan to repair the sandpit in June, and the Chairman will re-grout the rubber tiling under the swings. The Chairman has also greased the roundabout.

There have been reports of youths playing loud music from cars parked in the car park. This is not a new occurrence but concerned villagers have been asked to keep a note of when this happens so that the police can be advised.

Mick Wilkins has ordered the new goal posts but unfortunately he has had to send two sets back as they were damaged by the courier. He will also arrange for the pitch to be marked up.

Actions:

- Follow up with John Oakley and Paul Martin who are respectively committed to clear the ditch in the playing field and repair the fence around the car park (**Chairman**)
- Ask PC Le Pla to monitor the playing field car park in the evenings when possible (**Clerk**)

- 7.2 **Allotment plots:** It was noted that fees for all allotment plots except one have been received (due 1 April 2011). The provision of water to the allotments was raised again. The cost quoted previously by the water company had been prohibitively expensive and so was not progressed but the Parish Council is open to any suggestions from the allotment holders as to a more reasonably priced solution. The Clerk holds the key for the five bar gate in the car park should any allotment holder wish to access the playing field.

- 7.3 **Annual Playing Field Safety Inspection 2011:** The Clerk had sought quotes for the annual playing field safety inspection from RoSPA and Digley Associates and it had been agreed to use Digley this year due to their more competitive quote and their connection with the Parish Council's insurance provider. The monthly safety inspection carried out by Cllr Tassell will be provided to the Clerk and held centrally going forward.

Action: Hold monthly safety inspection information centrally (**HT, Clerk**)

- 7.4 **Lyddington Tennis:** Unfortunately, the open morning on 17 April had not been particularly successful due to the weather. It was noted that Lyddington Tennis has arranged personal liability insurance separate to the Parish Council's insurance of the physical tennis court and nets. Cllr Westwood will chase the Lyddington Tennis accounts at the meeting to be held later in the week (the accounts for Lyddington Tennis to 31 December 2010 were subsequently provided to the Parish Council on 19 May).

Action: Check the level of insurance cover for the tennis courts and nets (**Clerk**)

8. Planning Applications

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

9. Finance

- 9.1 **Annual Accounts for the year ended 31 March 2011 and Annual Return 2011:** The Parish Council's accounts for the financial year to 31 March 2011 and the 2011 Annual Return were discussed. **It was resolved that** the annual accounts for the year ended 31 March 2011 and the 2011 Annual Return be and are hereby approved **and that** the Chairman is authorised to sign the relevant pages, including the Balance Sheet, on behalf of the Parish Council. The 2011 Annual Return will be presented to Mr Charles Tassell for internal audit. The Parish Council thanked Mr Tassell once again for acting as internal auditor. It was further noted that the Parish Council has been selected by the external auditor, Clement Keys, as part of the 5% of small local councils made subject to a more detailed audit.

Actions:

- Present Annual Return 2011 and back-up information to Mr Tassell for internal audit (**Clerk**)
- Finalise documents for external audit and circulate for approval prior to lodgement with Clement Keys by 18 July 2011 (**Clerk**)
- Complete Notice of Appointment of date for the exercise of electors' rights in respect of the accounts for the year ended 31 March 2011 (**Clerk**)

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REGULAR REPORTS (cont'd)

9. Finance (cont'd)

9.2 **Current financial position and ratification of cheques issued:** 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.

9.3 **Clerk's Expenses:** The Clerk's salary for March and April 2011 was received and approved (a total of £170.64, being 19.75 hours at £8.64 per hour).

BUSINESS

10. Street Lighting

The Parish Council discussed the proposal for an additional street light in Church Lane to address safety issues around exiting the Church on dark evenings. Cllr Westwood had met with Gill Corner, Project Engineer, Highways Lighting at E.ON in January to discuss a plan and quotation for a new street light to be sited on the north side of Church Lane and the quotation and plan from E.ON had been circulated.

The County Council has confirmed they have a small amount of money available for this sort of project with bids being invited from Parish and Town Councils for a grant towards street lighting upgrades (with a maximum contribution of £1,000). Grants are conditional on a minimum 50 per cent funding from the Parish. The closing date for applications is 19 August 2011 and the work will need to be complete during the current financial year.

David Vickery from Church Lane had also put forward his views and these were discussed.

As the concern centres mainly on exiting the Church during the popular Music in Lyddington concerts, it was agreed that the Chairman will discuss the situation with the Chairman of Music in Lyddington, Peter Lawson, including whether Music in Lyddington is prepared to contribute to the cost of a new light.

Action: Discuss funding for potential new light in Church Lane with Peter Lawson (**Chairman**) and draft bid to County Council (**Chairman, Clerk**)

11. 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) **Cemetery:** The cemetery is looking much tidier. John Oakley has removed all the excess earth from the cemetery and Paul Martin has replaced the fence panel onto Church Lane. It was agreed that top soil will be put on the heavy clay left behind and then grass seed (it was noted that it is £45.00 for a ton of top soil). Spendlove has quoted £90.00 to remove the ivy which had been cut back from the fence panel and wall in Church Lane and it was agreed that this should be accepted.
- (ii) **Milestone:** It was noted that the Chairman had arranged for the milestone on Stoke Dry Road to be repaired.
- (iii) **Speedwatch:** Cllr Marshall has received 10 volunteers for this year's Speedwatch, proposed for the last two weeks of August. There may be a need for an additional training session. Cllr Marshall is still trying to organise some speed monitoring to provide evidence of the continuing problem to the County Council and to the Police. There was also concern about the speed of the Rutland Flier through the village and that the development in east Corby will increase traffic through the village. The speed warning sign at the south end of the village is proving to be a good reminder to motorists to slow down as they approach the bend.
- (iv) **Verges on Stoke Dry Road:** These continue to be an issue and the Clerk will approach the County Council again to see if there is anything they can do about the unsightly verges.

Actions:

- Put top soil on the heavy clay left behind and then grass seed (**Chairman, DC**)
- Let PC Le Pla know when Speedwatch is taking place so he can attend some sessions if possible (**Clerk**)

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OTHER MATTERS

12. Clerk's items

- 12.1 **Citizen's Advice Bureau:** It was agreed that a donation of £10 be given to Rutland CAB, as in previous years
- 12.2 **Replacement Noticeboard at Colley Rise:** The new oak notice board has been ordered from Arien Signs and delivery is awaited.
- 12.3 **Annual Insurance Renewal:** It was agreed that the insurance renewal quote for 2011 received from Came & Company (£788.94, an increase of £28.30 (3.72%) over last year's premium of £760.64) be accepted.
- The asset register showing the items covered (as against the Schedule of Sums Insured) was also noted.
- 12.4 **Police Report:** There was nothing to report from PC Paul Le Pla.
- 12.5 **Car Parking in Uppingham:** A letter received from Uppingham Town Council about the reduction in car parking fees in Uppingham for a trial period of 6 months had been circulated. They are asking Parish Councils to consider making a contribution to the potential shortfall in revenue (depending on the outcome of the trial) in the range of £50 to £100. This will be considered by the Parish Council as and when necessary.
- 12.6 **Church Wall:** Cllr Couldwell confirmed that there was still no response from the County Council regarding the fallen wall in the cemetery. He expressed concerns about the length of time that the wall had been down including potential safety issues.

Action: Chase County Council about their plans to repair the fallen wall in the cemetery.

- 12.7 **Bus shelter:** The Chairman noted that the bus shelter will need repainting this year.
- 12.8 **Lyddington Village sign:** The Clerk has approached the County Council to replace the damaged sign at the north end of the village.
13. **Village Newsletter**
The last newsletter was published in February 2011. It was agreed that no newsletter will be published following this meeting.
14. **Dates of next meetings**
The Parish Council discussed the frequency of its meetings and consideration will be given to dispensing with the summer meeting as many communications are now conducted by email. It was agreed that the start time for meetings will be brought forward to 7.30 pm, if this fits with the Village Hall calendar.
- Annual Parish Meeting (to which all members of the Parish are invited) – Wednesday 25 May at 19:00 in the Village Hall
 - Monday 11 July at 7.30 pm in the Village Hall
15. **Other matters:** None

Signed by Cllr I C Canadine, Chairman, on 11 July 2011

Chairman