

LYDDINGTON PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held in Lyddington Village Hall
on Thursday 10 May 2012 19:30 to 21:00

Present: Cllr I C Canadine (in the Chair)
Cllr R Archer
Cllr H Johnson
Cllr W J A Westwood

Ms E A Hobley (Clerk)

Members of the village/others in attendance: Ms Tina Elliott

PRELIMINARY MATTERS

1. Questions and comments from the floor: None
2. Apologies: Cllrs H Tassell and D Couldwell
3. **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 2013. In her absence, Cllr Tassell was unanimously re-elected to act as Deputy Chairman for the same period, subject to her agreement.
4. **Vacancy on Parish Council:** It was noted, with regret, that Cllr Alan Marshall had tendered his resignation as a member of the Parish Council on 30 March 2012. The Parish Council recorded a vote of thanks to Cllr Marshall who had been a valuable, extremely conscientious and hard working member of the Council.
Action: Notify the Monitoring Officer at Rutland County Council of Cllr Marshall's resignation and confirm the procedure for filling the vacancy left on the Parish Council (Clerk)
5. Declaration of Interests: None.
6. Minutes of the Annual Parish Council Meeting held on 12 March 2012 were approved as a correct record, subject to two minor amendments on page 248, and signed by the Chairman.

REGULAR REPORTS

7. **Playing Field**
 - 7.1 The Chairman reported that:
 - (i) Cllr Tassell was planning to hold a meeting to talk about the refreshment of the playground equipment with a number of members of the village, interested in becoming involved;
 - (ii) Refilling the sand pit has been delayed due to the continuing bad weather;
 - (iii) Mr John Oakley will complete the work to clear the ditch once the weather is better;
 - (iv) It was noted the Annual Safety Inspection was due in June and **it was agreed that** Digley Associates should be asked to conduct this again this year and that a meeting with the Chairman should be arranged again, as it was helpful last year; and
 - (v) All allotment plots have been taken for the year.
- Actions:**
- Hold meeting to talk about the refreshment of the play equipment with interested parties (HT)
 - Engage Digley Associates to conduct Annual Playground Inspection for 2012 (Clerk)
- 7.2 **Lyddington Tennis (LT):** The Parish Council reviewed the revised Constitution of LT (dated April 2012) as discussed at the last meeting. **It was agreed that** the revised Constitution of LT, as previously circulated, be approved. Cllr Westwood tabled the accounts of LT for the year ended 31 December 2011 and an increased membership was noted. Some open sessions were being held on Sunday mornings and also some tennis coaching was taking place for children.

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REGULAR REPORTS (cont'd)

Lyddington Tennis (LT) (cont'd)

LT's revenue comes solely from subscriptions and it was noted that a minimum of £5,000 was being retained. *Subsequent to the meeting, Cllr Westwood confirmed that the bank charges appearing in the accounts related to a charge for documents required by the accountant to compile the accounts.*

8. Planning Applications

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

8.2 **Tree Protection Order on maple tree at 1 Colley Rise:** Ms Elliott spoke to the Parish Council about the provisional Tree Protection Order which had been placed by the County Council on a maple tree on the land she owned adjacent to her property on Colley Rise. She considered the tree was not prominent in the street scene, was very close to her property and, in the circumstances, should be removed and replaced with another tree further away from the house.

Actions:

- Meet as a group to consider the TPO placed on the maple tree in Colley Rise (**all**)

9. Finance

9.1 **Current financial position and ratification of cheques issued:** The current financial position of the Parish Council for the year ended 31 March 2012 and a schedule detailing cheques issued since the last meeting were tabled and noted. Mr Marshall has kindly agreed to continue to assist the Clerk in preparing the bi-monthly accounts for presentation to the Parish Council meetings. **It was resolved that the signing of the cheques issued since the last meeting be and is hereby ratified.**

BUSINESS

10. Refresh of Play Equipment

Cllr Tassell and the Sub-Committee will meet with the interested parties in the village and revert to the Parish Council with proposals as appropriate. **It was agreed** that the issue of the positioning of the swing on the Green should also be considered by the working group.

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:

- New street light on Church Lane:** It was noted that lamp was attractive in the daylight and that it appeared to be illuminating, and therefore making safer, the exit from the Church in the evening. The Parish Council wished to record its thanks to Cllr Westwood for allowing the lamp to be sited on the wall of his property. The safety of the steps further down Church Lane towards Main Street was also discussed;
- Grit Bin:** It was agreed that the Grit Bin at Colley Rise needs to be levelled. The positioning of the Grit Bin at the corner of Church Lane was discussed and it was noted that it is a particularly sensitive area being near to the Bede House and Tower and it would be preferably placed on the grass verge on Main Street (although for use on Church Lane only); and
- Lyddington to Uppingham Pathway:** The County Council Highways Department has confirmed that a safety inspection of the pathway is conducted every six months and trip hazards and any other problems are dealt with. Inspections were conducted in November 2011 and April 2012.

Actions:

- Investigate whether a plastic stanion or painting the top step might be helpful in making it more obvious to users in the evening (**ICC**)
- Speak with the County Council about levelling the Grit Bin at Colley Rise and revisit with them the positioning of the Grit Bin for Church Lane/Main Street (**Clerk**)

OTHER MATTERS

12. Clerk's items

12.1 **Police Report:** A report was received from PC Le Pla noting that the main area of concern is that the current Problem Solving Plan is tackling commercial fuel thefts by visiting previous crime sites to offer crime prevention advice and increasing patrols.

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OTHER MATTERS (cont'd)

- 12.2 **Queen's Jubilee:** A flier had been distributed to all houses in the village asking for details of those children in the village (under 16) who would like a Jubilee Mug. It had been agreed that the mug from Clerks & Councils (who had provided a sample) would be ordered once numbers had been established.

Actions:

- Collate reply slips and order the appropriate number of Jubilee Mugs from Clerks & Councils (at a cost of £4.95 per mug) (Clerk)

- 12.3 **Annual Insurance Renewal 2012:** The insurance renewal quote for 2012 received from Came & Company was discussed and it was agreed that a long term agreement (for 3 years) be entered into and the premium for 2012 accepted (£785.00, a reduction from last year's premium £788.94). It was noted that Aviva is the underwriter of the policy.

The asset register showing the items covered (based on Replacement Values) was also noted.

Actions:

- Complete paperwork to enter into a binding agreement with Came & Company to provide insurance for the Parish Council over the next three years at a set cost (Clerk)

- 12.4 **Risk Assessment Course:** The Clerk had attended a course run by Voluntary Action Rutland on risk assessment in voluntary organisations.

Actions:

- Draft risk assessment for grounds maintenance of the Green (Clerk)

13. Village Newsletter

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

14. Dates of next meetings

Monday 9 July at 19:30 in the Snug at The Marquess of Exeter

Signed by Cllr I C Canadine, Chairman, on 9 July 2012

Chairman