

LYDDINGTON PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Village Hall
Monday 13 July 2015 7.30pm to 9.20pm

Present: Cllr J Tyers Chairman
Cllr D L Couldwell
Cllr B Sturgess
Cllr H East
Cllr T Fowell
Cllr H Tassell

Tina Kaczmar (Parish Clerk)

**Members of the village/others
in attendance:** Tina Elliott
Kay Raitt
Pat Duffill

PRELIMINARY MATTERS

- 1. Questions and comments from the floor:** Kay Raitt and Pat Duffill came to talk through 'dog related issues' in the village. Kay talked through the concerns they had regarding dog fouling around the village and on footpaths. She asked for the support of the Parish Council to help address the issue before permissive rights of way were potentially closed due to dog fouling. Kay asked for more bins in the village, signage on bins informing dog owners they could dispose of dog waste, posters displayed around the village reminding dog owners to 'pick up' and for the Parish Council to endorse a letter (drafted) informing villagers of the issues regarding dog fouling. She asked that this was posted to all residents and Kay and Pat offered to do this. Various poster campaigns were discussed. Mrs T Kaczmar confirmed the costs of installing more bins: £50 per bin, £97 for the post and to install and £1.06 per bin per week to empty.

Cllr Tyers agreed to provide support from the Parish Council. Several next steps were agreed:

- Edit letter to residents and agree content with all parties: Cllr H East
- Confirm additional bin locations: Kay Raitt
- Source sticker for bins from RCC: Mrs T Kaczmar

Pat Duffill then talked through a proposal to establish a dog walking area at the end of the playing field. She showed the Parish Council various photographs of a dog style assault course and she discussed the potential option of Pedigree Pet Foods providing a grant for this work. The idea was discussed in detail. Some concerns were raised regarding the cost of the project and how much the area would be used. Cllr Tyers agreed that the Parish Council would be happy to consider a proposal. Cllr Sturgess highlighted that the dog area on the playing field and the dog fouling issues should be kept separate and that it would be quicker and easier to progress the dog fouling issues. Several next steps were agreed for the dog area on the playing field:

- Establish the number of dog owners in the village to understand the potential popularity of the area: Pat Duffill
- To speak to Pedigree Pet Foods to understand what funding might be available: Pat Duffill

Kay Raitt and Pat Duffill left the meeting at 8.00pm.

- 2. Apologies for absence:** Cllr E Hobley
- 3. Declaration of Interests:** None.
- 4. Minutes of the Parish Council Meeting held on 11 May 2015** were approved as a correct record and signed by the Chairman.

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REGULAR REPORTS

5. Lyddington Playing Field and Park

5.1 **Village Play Equipment Safety Checks:** Cllr H Tassell confirmed that she had carried out the monthly safety check on the play equipment on 20 June 2015. Everything was in good working order. She commented that there was evidence of some mole activity on the edge of the play area. At this stage Cllr Tassell said she would continue to monitor it rather than take any action.

5.2 **Lyddington Tennis Representative:** Cllr B Sturgess confirmed that he had all the documents from John Westwood and had contacted Dev Bramachari to get an initial update from Lyddington Tennis.

5.3 **Provision of Water at the Allotments:** The proposal put forward by David Raitt to provide water at the allotments was discussed in detail. Some concern was expressed about how easy it would be to fill the water tank and keep it topped up during the summer. There was also some concern over the appearance of the tank. Other options for water provision at the allotments were discussed. Cllr Sturgess suggested a bore hole may be a solution. It was decided that the option of a water tank was unlikely to resolve the water issue satisfactorily. Cllr D Couldwell agreed to feedback to the allotment holders.

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 **Clerk's Expenses:** The Clerk's salary and expenses for May and June 2015 (a total of £273.73, being 31 hours at £8.83 per hour) and expenses of £11.10 (for laminating, ring binder and postage) 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:

Playing Field:

- (i) **Install clearer no dogs sign on the playing field:** Completed
- (ii) **Talk to the owner of the guard dogs on Chapel Lane re: Fencing:** Completed. The owner felt that there was little more he could do. He had separated the dogs and felt that the fencing was adequate. The Parish Council agreed with this and several Councillors commented that people they had spoken to said they just got past the dogs quickly and did not see them as an issue.
- (iii) **Talk to the contractors about allotment cutting and price.** Completed. The allotment price was revised to £15 per cut. The contractors had been asked to cut to the edges of the allotment. Cllr D Couldwell commented that this was not always happening. Mrs T Kaczmar agreed to speak to them again.
- (iv) **Follow up with Mr Mair regarding the Cypress trees adjacent to the children's play area:** Cllr J Tyers had spoken to Mr Mair. Mr Mair had agreed to top the trees and agreed to get a quote. Cllr J Tyers confirmed that the Parish Council would contribute towards the cost once Mr Mair had some quotes.
- (v) **Investigate insurance requirements for signs in the play park:** Completed. No insurance requirements.
- (vi) **Buy sand for sandpit:** Completed.
- (vii) **Investigate sign for the play park as per Wicksteed recommendations:** Cllr J Tyers has drafted a sign. It was agreed to put the Parish Clerk's number on the sign as a contact point. Cllr B Sturgess agreed to have the sign made up.

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Finance:

- (i) **Submit the annual return to external auditors:** Completed.

Other Matters:

- (ii) **Develop proposals for alternative burial site:** See Section 9 'Cemetery' in these minutes.
- (iii) **Investigate insurance questions and renew insurance policy:** Completed.
- (iv) **Implement bank mandate changes and move to on line banking:** Bank mandate changed. Move to on line banking still ongoing.
- (v) **Investigate options surrounding street lighting provision further:** Completed. Will stay with existing provider as no other provider found with suitable service or cost. Discussions with the Highways Department at Rutland County Council confirmed that providing street lighting via them was not an option at this stage.

9. Cemetery

- 9.1 **Review and agree the fees for Lyddington Cemetery for 2015:** The paper on increasing cemetery fees was discussed in detail. It was agreed that Lyddington Cemetery prices would increase to be the same as Uppingham fees with immediate effect. This was due to the fees being considerably out of line with both Oakham and Uppingham Cemeteries and the limited space in Lyddington Cemetery.
- 9.2 **Review the cemetery plan and agree actions:** The cemetery plan was discussed in detail. It was confirmed by Eddie Dorman that there are 26 consecrated, 11 unconsecrated graves left and only 1 cremation plot due to lack of space for the proposed Row M cremation plots. It was agreed that Mrs T Kaczmar would provide a recommendation on the location in the new cemetery of some new cremation plots. It was also confirmed that the Parish Council does not have an obligation to provide a burial site in the Parish when the new cemetery is full. Cllr Tyers did express a desire to see, if suitable land became available, whether a new burial site within the Parish would be an option in the future. It was also agreed that several general maintenance issues in the cemetery would be addressed:
 - Top up 2 graves that have sunk. Mrs T Kaczmar to progress in the autumn. (estimated cost £50 per grave)
 - Remove ivy from the walls between old and new cemetery. Cllr D Couldwell / Cllr J Tyers agreed to sort this out with Chris Hatton.

10. Councillor Responsibilities

- 10.1 **Review and discuss the allocation of responsibilities amongst the councillors:** Cllr T Fowell agreed to pick up responsibility for planning issues in the village. The responsibility for grounds maintenance was split between Mrs T Kaczmar, Cllr D Couldwell (allotments) and Cllr H East (The Green). The responsibilities split between the councillors can be confirmed as follows:
 - Cllr B Sturgess: Lyddington Tennis Representative
 - Cllr D Couldwell: Village Hall Representative and Grounds Maintenance (allotments)
 - Cllr H East: Grounds Maintenance (The Green) and currently 'dog issues' in the village
 - Cllr E Hopley: Cemetery
 - Cllr T Fowell: Planning
 - Cllr H Tassell: Play Equipment Inspections
 - Cllr J Tyers: Play Park, general village maintenance issues and Fete Trustee

It was agreed that responsibilities would be reviewed regularly.

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OTHER MATTERS

11. Clerk's items

- (i) **Police Report:** The Police report from PC LePla was noted.
- (ii) **Undergrounding Project Update:** WPD confirmed there has been no progress since the last meeting.
- (iii) **Grass Cutting:** The Green and the playing field were discussed. Mrs T Kaczmar proposed that The Green potentially had 3 extra cuts per season to keep the grass short. (£25 per cut) The Parish Council agreed. It was also agreed that the contractors would pick up grass periodically if necessary. £50 per cut and pick up. It was felt that this might be required at the start of the season. The amount of loose grass on the playing field was discussed. It was felt that no action was required at this stage. The contractor had quoted to remove the grass at £400 for the initial mow and collection and £350 to remove the grass cuttings from site.
- (iv) **New Audit Requirements:** Mrs T Kaczmar gave the Parish Council an overview of the changes to the accountability and audit requirements for Lyddington Parish Council as a result of the Local Audit and Accountability Act 2014. Mrs T Kaczmar confirmed that the Parish Council complied with the requirements of the new Transparency Code and that the existing audit arrangements with the external auditor would continue for the next 2 financial years.
- (v) **Annual Return 2015:** Mrs T Kaczmar confirmed that the Annual Return 2015 had been approved by the external auditors and that no matters were reported. She confirmed that the notice of elector's right to view the accounts was now displayed on the noticeboards.

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

13. Dates of Next Meetings

- Monday 14 September 19.30 in the village hall.
- Monday 9 November 19.30 in the village hall.

14. Other Matters

No other matters were raised.

Chairman:

Date:

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