

# LYDDINGTON PARISH COUNCIL

## Minutes of the Parish Council Meeting held in the Village Hall on Monday 10 November 2014 7.30pm to 9.20pm

**Present:** Cllr H Tassell (Deputy Chairman) - in the Chair  
Cllr D L Couldwell  
Cllr J Tyers  
Cllr E Hobley  
Cllr W J A Westwood

Tina Kaczmar (Parish Clerk)

**Members of the village/others  
in attendance:** Peter Lawson

### PRELIMINARY MATTERS

- 1. Questions and comments from the floor:** Peter Lawson came to the meeting to update the Parish Council on work that Gigaclear is about to start in the village to install an ultra-fast fibre-to-premises broadband network across Lyddington, Thorpe by Water and Stoke Dry. He provided the meeting with a copy of the communication going to all residents in the next few days explaining the work being done. Peter Lawson explained that Gigaclear will rent the BT line to Lyddington and will then install fibre cabling to the boundary of each property. Residents then have a choice whether they wish to connect to the network and take advantage of the service provided.

There was general discussion regarding the project and various questions about the process of installation and the reliability of the network. Peter Lawson confirmed that the fibre cabling should provide faster broadband speeds and that there was no obligation for residents sign up to the new service.

The Parish Council welcomed the proposal and Cllr H Tassell thanked Peter Lawson for coming to the meeting. Peter Lawson left the meeting at 8.02pm.

- 2. Apologies for absence:** Cllr I C Canadine, Cllr R A Archer
- 3. Declaration of Interests:** None.
- 4. Minutes** of the Parish Council Meeting held on 8 September 2014 were approved as a correct record and signed by the Deputy Chairman.

### REGULAR REPORTS

- 5. Lyddington Playing Field and Park**
  - 5.1 Lyddington Tennis (LT):** Cllr W J A Westwood circulated a copy of the final accounts for Lyddington Tennis for year ending December 2013. He highlighted that revenue had increased significantly this year due to a contribution of 50% of the profit from Lyddington Ball. Cllr E Hobley asked for clarification on the 'notes' for the accounts. Cllr W J A Westwood confirmed there were no notes 1 or 3 and note 2 should refer to the above point regarding revenue.

The Letter of agreement on the use of Lyddington Tennis Courts was reconfirmed for a further year. It was noted that this reconfirmation should be done annually in September.

- 5.2 Village Play Equipment Safety Checks:** Cllr H Tassell confirmed that she carried out the monthly safety check on the play equipment on 26<sup>th</sup> October 2014. She confirmed that everything was in excellent working order and thanked Cllr J Tyers for the work he had done to maintain the equipment. She commented that the sandpit cover has almost split in to 2 parts.

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The costings provided by Cllr I Canadine for replacing the sandpit cover were reviewed.

- Replace with identical cover: £90 plus VAT
- Omni cover panel (raw): £258.36 plus VAT
- Omni cover panel (with edging and handles): £459.42 plus VAT

It was felt that the Omni cover prices were too expensive. As the existing cover had worked well for over 10 years it was agreed that the cover would be replaced with an identical one. Cllr E Hobley asked if handles could be put on this cover to make it easier to move. Cllr J Tyers confirmed that he could do this. The sandpit cover can be paid for from the money from the play park refurbishment. It was confirmed by the clerk that £873.65 is left over from the refurbishment.

It was noted that the annual safety check on the village play equipment was carried out by Wicksteed in September 2014. The report and its recommendations were reviewed. Cllr H Tassell asked if any of the points raised in the report required action. Cllr J Tyers had reviewed the action points and 2 points were highlighted:

- Tension of the cable on the zip wire: Already tightened in line with recommendations.
- Signs required in the play park in case of accident or emergency: Cllr J Tyers agreed to investigate providing a sign with the required information. A clearer sign for Chapel Lane was discussed so emergency vehicles could find the location and it was agreed that the Clerk would talk to Rutland CC about a road sign.

5.3 **Proposed dog walking area and path on the playing field:** No update on the proposed dog walking area and path on the field was provided as costings are still being worked out. This item will be put on the agenda for the next meeting.

## 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 September and October 2014 (a total of £267.11, being 30.25 hours at £8.83 per hour and expenses of £4.04 (for postage and envelopes) was received and approved.

7.3 **Annual Return for Lyddington Parish Council:** It was noted that the report from the external auditors (Grant and Thornton) had been received. The report recommended that the Parish Council consider adopting financial regulations to govern the financial processes and procedures. The Parish Council agreed to do this. Draft financial regulations are in the process of being written by the Clerk. Cllr E Hobley has agreed to review these prior to circulating to the other Councillors before the next LPC meeting in January 2015. At the January meeting the financial regulations should be completed and ready to be accepted by the Parish Council.

## 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

- Install bench in small children's playing area:** Completed.
- Overhanging trees in small children's play area:** At the last meeting the Chairman has discussed this with Mr Mair who has agreed to consider the issue and what could be done. No further progress since the last meeting.

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- (iii) **Communicate costs of the new sandpit cover with the rest of the Parish Council:** This has been done and it was agreed that the new sandpit cover (identical to the existing one) will be ordered. The Chairman to action.
- (iv) **Install 5 bar gate:** Completed. Cllr J Tyers and Cllr D Couldwell have installed the 5 bar gate.
- (v) **Establish the cost of dog walkers path on playing fields to avoid dogs on Chapel Lane:** Still costing. To be discussed at the meeting in January 2015.
- (vi) **Establish the cost for dog walking area on playing fields:** Still costing. To be discussed at the meeting in January 2015.

### 8.2 Finance

- (i) **Sort out authorised signatories for Parish Bank account:** Completed. Authorised signatories for the Parish bank account have been amended as agreed at the last Parish Council Meeting.
- (ii) **Investigate internet banking and the processes and controls needed for this.** Completed. The Clerk updated the meeting on how internet banking would work and the authorisation process for payments. The clerk recommended that internet banking is considered again when the financial regulations were written and agreed. The Parish Council agreed.

### 8.3 Registration of Deeds with the Land Registry

- (i) **Safe Custody of Documents (Deeds):** Completed. The Chairman has sorted through the documents and issued recommendations (via email) to the Parish Council. The documents have been scanned and the Clerk has paper copies and copies on disc of all the documents. The originals have been deposited in the safety deposit box at Barclays bank. Other documents (not deeds) will be filed at Leicester Records Office or have been given to Peter Hems of The Reading Room as outlined in The Chairman's email (copy of email with the clerk).

### 8.4 Other matters

- (ii) **Letter regarding traffic in Lyddington from Mr Mair and Mr Mercer:** This issue has been discussed with the local police. They have agreed to do spot speeding checks in the village. The police highlighted that the evidence from previous spot checks shows that, in general, people are not driving at excessive speeds through the village. The Chairman to respond to Mr Mair and Mr Mercer.

## 9. Public Art Installation in Lyddington – Village sign

Progress has been made with the design of the village sign. The carpenter is about to start working on the sign and Michael Wilkins has agreed to mount the sign on a suitable post. The Chairman is waiting for quotes for this work. The Chairman will keep the Parish Council informed of progress.

## OTHER MATTERS

### 10. Clerk's items

- (i) **Police Report:** 2 crimes reported in Lyddington in the last 31 days. 1 car theft (vehicle recovered) and criminal damage to the fence on the footpath from Stoke Road.
- (ii) **Memberships and subscriptions:** The request from the Rural Community Council to restart the membership was considered and it was decided that the Parish Council would not join the organisation as it was felt to be of limited benefit to the Parish. The Clerk confirmed that the 2 memberships the Parish Council paid were to Friends of Rutland County Museum (renewal due in Jan 2015) and The Society of Local Council Clerks (renewal due in Oct 2015).
- (iii) **Grass Cutting of Highway verges.** The proposal from RCC for the Parish Council to take responsibility for the cutting of highway verges for a payment of £692.05 was discussed. It was decided that RCC would continue to cut the verges in 2015 because the service they provide is good and it was felt that the payment of £692.02 would not cover the cost of another contractor to do the work (based on the current cost of cutting the playing field). The grass cutting of the playing field, around the memorial bench and new graveyard was discussed and it was agreed that The Clerk would put this work out to tender, to ensure the Parish Council is getting value for money, as the current contractor has had the contract for several years.

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- (iv) **Lyddington Parish Council website.** The recommendations to update the Parish Council website were discussed and agreed. The Clerk to action.
- (v) **Undergrounding Project Update:** No progress since the last meeting.
- (vi) **Allotments:** The provision of more allotments was discussed. There are 4 people on the waiting list. It was agreed that the Clerk would establish if those people still wanted an allotment and that the expansion of the allotments would be considered in conjunction with the proposals for the dog walking path.
- (vii) **Rutland Flyer:** Cllr R. Archer had sent an email outlining that she had had a discussion with Carolyn Cartwright (Uppingham Councillor) who confirmed that the re-routing of the Rutland Flyer to include Corby Station was already being looked at. It was agreed The Clerk would get an update from RCC regarding this proposal.
- (viii) **Footpath resurfacing:** The feedback from the Councillors on the new surface was positive. People are now using this path. The Chairman to write to thank those involved in responding to the request to resurface the path.
- (ix) **Stray dogs and associated issues:** The Chairman has not yet received a response from the Dog Warden regarding the issues of stray dogs and solutions to address the issue of dog mess around the village. It was discussed that the issue of dog mess around the village has not improved. The Chairman to pursue the issue with the dog warden.

- 11. **Village Newsletter:** It was agreed that a village newsletter would be discussed at the next meeting and would include dog information and the Village sign.
- 12. **Dates of next meetings**
  - Monday 12 January at 19.30 in the village hall.
  - Monday 9 March at 19.30 in the village hall.
- 13. **Other Matters**
  - (i) **Missing street light at 5 Colley Rise:** Cllr H Tassell raised an issue about a street light that had been removed during drainage work and not yet replaced. The Clerk to investigate.
  - (ii) **Pavement surfaces:** The issue of uneven pavement surfaces has been raised by a resident. It was discussed and agreed The Clerk would raise the issue with RCC (Dave Brown).
  - (iii) **Help with Lions Father Christmas Float:** Cllr J Tyers asked for help with the Lions Christmas float in the village on 20<sup>th</sup> December. It was agreed that The Clerk would put a request for help on the noticeboard. It was also suggested that Cllr J Tyers contact Ros Horton (village hall committee) to circulate an email around residents in the village asking for help.

Chairman