

LYDDINGTON PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Village Hall
Monday 12 September 2016 - 7.30pm to 9.00pm

Present:
Cllr D L Couldwell
Cllr H East
Cllr T Fowell
Cllr E Hobley
Cllr B Sturgess
Cllr J Tyers (Chair)
Julia Unna (Parish Clerk)

**Members of the Village -
others in attendance:** Tina Elliott

PRELIMINARY MATTERS

- 1 **Questions and comments from the floor:** None
- 2 **Apologies for absence:** Cllr H Tassell
- 3 **Declaration of Interests:** None
- 4 **Minutes of the Parish Council Meeting held on 11 July 2016** were approved as a correct record and signed by the Chair

REGULAR REPORTS

5 Lyddington Playing Field and Park

5.1 **To note the monthly safety check on the village play equipment and agree any actions required:**

The Parish Council noted the inspection confirmation emails from Cllr H Tassell dated 29th July and 20th August 2016. Cllr J Tyers highlighted the complete inspection report which had been conducted by Wicksteed playgrounds. It was noted that an inspection would need to be arranged for 2017. Parish Clerk to contact Wicksteed to get a price for carrying out this work. It was also suggested that it would be valuable exploring the 'Royal Society for the Prevention of Accidents' (www.rospa.com) to get a comparative quote. Parish Clerk to follow up. **Action Parish Clerk.**

A recommendation from the inspection report noted from a safety viewpoint that a padlock and chain mechanism should be explored for use on the five bar gate leading to the small children's play area. **Action Cllr J Tyers.**

It was noted that there was no signage on the green by the stand alone swings. General agreement from the Parish Council felt that this did not pose a significant risk and therefore did not seem an essential requirement at the moment. Cllr J Tyers noted that some maintenance was required and that he would be undertaking this task. **Action Cllr Tyers.**

Whilst visiting the play area Cllr J Tyers had noted a pile of stones had been placed in an area by the zip wire which potentially would cause a hazard. It was agreed that the stones would be removed. **Action Cllr J Tyers and Cllr D Couldwell.**

Cllr J Tyers noted that the waste bin at the base was not securely fixed and that Rutland County Council ('RCC') should be contacted to check and repair this area. **Action Parish Clerk.**

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6 Planning Applications

- 6.1 **Schedule of planning applications:** The schedule of planning applications was noted as all up to date. Cllr T Fowell noted the comment with regards to the application for 10 Colley Rise and the additional note re RCC repairing the driveway due to damage caused by the roots of the tree neighbouring the drive. Parish Clerk to confirm that this note is correct and update the Parish accordingly. **Action Parish Clerk.**

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. Cllr J Tyers made an observation regarding monies received into the account for a headstone in May 2016. It was confirmed that this money had been paid into the account but was noted, for the purposes of financial records, as allocated to the cemetery financial income. The Parish Clerk confirmed that £1000.32 had been received from RCC in respect of street lighting and that a cheque for £77.00 had been received in respect of an interment.

A bank statement re Lyddington Playing Field Trust was noted with an available balance of £545.72.

- 7.2 **Clerk's Expenses:** The Clerk's salary and expenses for July and August 2016 (a total of £373.07 being 42.25 hours at £8.83 per hour plus £20.33 expenses) were 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:

8.1 Playing Field:

- (i) **Secure picnic bench:** Cllr J Tyers confirmed that the bench had been secured. **Completed**
- (ii) **Contact RCC re appropriate weed killer for use around the car park near the playing field:** Parish Clerk confirmed she had contacted RCC and relayed the information to Cllr H East who confirmed that she had treated the area. **Completed**
- (iii) **Update play park inspection lists:** Cllr J Tyers requested that this be carried forward to the November meeting. Cllr E Hopley confirmed that she would help with this task. **Ongoing**

8.2 Finance:

- (i) **Investigate land available for a cemetery in the village.** Cllr B Sturgess advised this was still ongoing. No immediacy was noted and this would be followed up in forthcoming meetings. **Ongoing**

8.3 Other Matters:

- (i) **Signs throughout the village.** Cllr J Tyers briefly explained the background to the signage in the village. It has been felt that to ensure safety within the village itself that it may be prudent to move the speed sign at the North end of the village closer into the village and the speed sign at the Southern end of the village further away. In order to review the positioning of the signs a meeting of all available Councillors was

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agreed for 5pm on Saturday 17th September – meeting point at the North end of the village.

Village safety was confirmed as an area that the Parish Council needed to address and ensuring that speeding signs were displayed in the correct locations was paramount. Cllr J Tyers noted that he was awaiting final drawings from Paul Slater (RCC, Highways Department) before final plans could be submitted. Cllr E Hobley noted a preference for a heavier look and feel to the new signs, noted as those made from cast iron and were felt to be more in keeping with the village. Cllr J Tyers noted that cost of the heavier signs would need to be met by the Parish Council. Cllr J Tyers confirmed that he was awaiting a response with regards to the new post on the Village Green. An observation was noted re the introduction of a continuous white line leading into the village which had received some adverse commentary. It was reported that these lines had been introduced by RCC without consultation and as a method of ensuring that oncoming traffic would be aware of the grass verges on either side. **Ongoing**

(ii) **Hedge removal and fencing at the Gretton end entrance to the village.**

It was noted that the positioning of the new signage may not now impact on the removal of the hedge, however the removal and tidying of this area would improve the entrance to the village from the south end. It was further noted that the costs for the removal of the hedge and any tidying up would need to be met by the Parish Council. Matter to be discussed at the next Parish Council Meeting in November. **Ongoing**

(iii) **Transfer of Website.** Web transfer was noted as completed with the new site now active. The Parish Clerk confirmed that a village email explaining that villagers may need to reset their browser favourites, in order to find the new site, had been sent to Ros Crane (village email address owner) who had been away and would be sending this email out to all those on the village email list directly. It was noted that 2Commune were still hosting the parish email at a cost of £25.00 per month plus VAT (£5.00) Total £30.00. **Ongoing as required**

(iv) **Contact RCC re pavements and other highway issues:** The Parish Clerk confirmed a response had been received following an email sent to RCC's Highways Department after the meeting held in July. A 'job' had been raised with regards to the hole in the road at the North end of the village identifiable by cones over the area; the area was seen as hazardous to cyclists in particular. It had been noted that RCC would monitor the damaged tarmac at the North end of the village and would patch the areas of concern if they deteriorated any further. The matter of weeds growing up through the tarmac on the paths in the village was noted as a result of poor /lack of preparation during the recent 'slurry sealing'. Tarmac would be taking measures to rectify the matter during the next slurry seal visit in October. It was noted that the concern re verge cutting was forwarded on to the 'Streetscene' team who administer the grass cutting who would be responding in due course directly to the Parish Clerk. Matter to be reviewed at the November Meeting. **Ongoing**

Cllr J Tyers noted that RCC had confirmed that Church Lane was to be re-surfaced.

It was noted that resurfacing would need to take place once the work on the substation started. Parish Clerk to check with RCC whether it might be possible to check whether the pavement leading round into Colley Rise could be resurfaced. **Ongoing**

(v) **Hedge 97 Main Street:** Cllr H East confirmed that she had spoken to the owners of 97 Main Street and that the hedge had been cut. **Completed**

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- (vi) **Use of the land on entering the village – North end:** Cllr E Hobley confirmed that RCC were keeping an eye on the use of the field and that she would keep the Parish Council advised. It was noted that there had been some discussion of possibly building house(s) on this site however, the entrance was seen as potentially dangerous for any oncoming vehicles. **Ongoing**
- (vii) **Street lighting Update:** The Parish Clerk confirmed that that RCC would not be reducing the length of time that the street lights were in use but using a system of fading in and out depending on the time of day maximising natural light. **Complete**
- (viii) **Transparency Fund ('TF') Application re scanner and printer:** The Parish Clerk confirmed that by using the TF (available up to the end of March 2017), it may be possible for the Parish Council to put in a claim for some monies, as per outlined at the meeting in July 2016, which would meet some of the costs of the new website creation and some regular ongoing costs. From 1st April 2017 all costs would need to be met by the Parish Council. Cllr D Couldwell to investigate the cost and purchase of a printer/scanner for Parish Council usage and follow up with Parish Clerk. **Ongoing**
- (ix) **Reminders:** Parish Clerk to follow up correspondence with the Tennis Club to ensure that the letter of agreement for the forthcoming year is sent out as soon as possible. **Ongoing**

9 **Cemetery:** Previously covered under Matters Arising item 8.2. **Ongoing**

10 **Parish Council Website:** Previously covered under matters arising 8.3.

11 **Traffic Calming Measures:** Previously covered under matters arising 8.3.

OTHER MATTERS

12 **Clerk's items**

- (i) **Undergrounding Project Update:** Cllr J Tyers confirmed that he had met with Sir Alan Duncan and had visited the proposed site at the North end of the village. Western Power Distribution had agreed to the purchase of the land for £5k and what work would be going ahead. No confirmed date but Sir Alan Duncan had noted that he would keep up to date with the project. **Ongoing**
- (ii) **Audit for year ending 31 March 2016:** Parish Clerk confirmed as completed and a signed copy now on the notice boards.
- (iii) **Street lighting:** The Parish Clerk also reported that the sum of £1000.32 had been received in respect of the annual return to the RCC. A copy of the return included within the papers circulated.
- (iv) **Email from Mike Oddy:** Parish Council agreed that the notice boards could be used to advertise initiatives at Brooksby Melton College subject to available space which would be at the Parish Clerks discretion. Parish Clerk to contact Mike Oddy and confirm.
- (v) **Traffic calming enquiry from Gretton PC:** It was confirmed that the warning signs approaching the village had been put up following the issue of a grant towards the cost. RCC were noted as maintaining the signs. Parish Clerk to investigate the background more fully and liaise with Gretton PC to confirm the details.

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13 Dates of Next Meetings

- Monday 14th November 2016 - 7.30 pm in the village hall. Parish Council Meeting.
- Monday 9th January 2017 – 7.30 pm in the village hall. Parish Council Meeting.

14 Other Matters (at the discretion of the Chairman)

- Cllr B Sturgess had received information following the recent heavy rainfall with regards to an area of Main Street liable to flooding. Photographic evidence was shown to all members of the Parish Council. Cllr Tyers had been in touch with Rob Baxter, RCC Highways who noted the exceptional rainfall. The drainage issue was noted as being investigated by the RCC to avoid any potential damage to property in the future. Cllr J Tyers to advise.
- Cllr J Tyers noted to the Parish Clerk that the matter of the RCC pension opportunities should be investigated and note any action required in the event that the Parish Clerk wished to be part of the RCC pension scheme. Parish Clerk to explore and advise.
- It was noted that the Shakespeare evening in July had been a success and that this might be repeated next year. Dates for the Lyddington Music Festival 2017 would need to be checked. Parish Clerk to check and advise.
- Cllr J Tyers noted that some weeds were in evidence on the newly tarmacked tennis court. Parish Clerk to contact the tennis club as the tarmac in view of any warranty.
- Cllr D Couldwell noted that the church was currently closed whilst the work on the new window was taking place. It was reported that the church is kept open whilst the bells were being rung and that the clock was still being wound up regularly. For Information only.
- Parish Clerk confirmed that draft dates for 2017/2018 would be prepared the next meeting. Action Parish Clerk.

The meeting closed at 9.00 pm.

Chairman:

Date: