

LYDDINGTON PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Meeting Room
The Old White Hart, Lyddington
Monday 23 January 2017 - 7.30pm to 9.00pm

Councillors Present	Others Present
Cllr. H East Cllr. T Fowell Cllr. E Hobley Cllr. B Sturgess (joined at 8.00pm) Cllr. H Tassell Cllr. J Tyers (Chair) Julia Unna (Parish Clerk)	Tina Elliott Paul Le Pla, Rutland South Dedicated Neighbourhood Officer (arrived at the meeting at 8.20pm)

PRELIMINARY MATTERS

1. Questions and comments from the floor:

Cllr. J Tyers (Chairman) welcomed Tina Elliott to the meeting.

Tina noted her concern at the change of meeting date which had originally been planned for Monday 9th January 2017 at 7.30 pm in the Village Hall. Cllr. J Tyers noted that due notice had been given prior to the meeting and that the change of date had been most unfortunate, but due to exceptional circumstances and regrettably the decision to postpone the meeting had been required.

Paul Le Pla, Rutland South, Dedicated Neighbourhood Officer, arriving at the meeting at 8.20pm, provided the Council with an update to the local crime reported in the area for the month of January. It was noted that there had been two burglaries in the village with the intention of obtaining car keys. There had also been a series of number plate thefts in the county. Paul Le Pla noted that a villagers' car had been damaged by a wide trailer and that the resident concerned had mentioned to the local police the possibility of introducing traffic calming measures in the village at the point where Main Street narrowed. Cllr. J Tyers noted that as Lyddington was a conservation area, RCC would be unlikely to introduce any further measures to those already under discussion. It was noted by Cllr. E Hobley that this issue had occurred previously and that possibly solutions had been offered in terms of off street parking. Paul Le Pla suggested that a letter of complaint could be written to RCC with regards to this matter.

Tina Elliott asked whether any further action was to be taken with regards to the burglaries. Paul Le Pla reported that the issue was being followed up in terms of forensic investigation to identify the intruder(s).

2. Apologies for absence

None

3. Declaration of Interests

None

4. Minutes of the Parish Council

Meeting held on 14 November 2016 were approved as a correct record and signed by the Chair

LYDDINGTON PARISH COUNCIL

5. Parish Council vacancy:

Possible avenues for advertising the vacancy were noted to be further explored by the Parish Clerk: **Action Parish Clerk**

Possible avenues:

Benefice Magazine via Sally Allen.
Flyer to circulate
Notice Boards

Note: no deadline to be noted – matter to be reviewed in March at the next PC meeting.

REGULAR REPORTS

6. Lyddington Playing Field and Park

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

The Parish Council noted the inspection reports from Cllr H Tassell dated December and January using the new template.

Concern was noted re the sandpit and the need to order new sand. Parish Clerk to investigate cost of one ton of play sand suitable for the play area. **Action Parish Clerk**

Concern was noted re the ivy which had been growing over the back fence which it was felt needed to be cut back. **Action Cllr. J Tyers**

The Parish Clerk presented a report on the costs of arranging the annual inspection through Wicksteed and RoSPA. The PC agreed to ask Wicksteed to carry out the next annual inspection in September 2017. The Inspection quotations were for £90.00 plus VAT to include the swing on the Village Green (Wicksteed) vs £210.00 plus VAT from RoSPA plus VAT respectively. Parish Clerk to contact Wicksteed and confirm date. **Action Parish Clerk**

7. Planning Applications

Schedule of planning applications. The schedule of planning applications was noted as all up to date. No further comments were made by the Parish Council.

8. Finance

8.1 Current financial position and ratification of cheques issued: A schedule detailing cheques issued since the last meeting was tabled, noted and agreed.

8.2 Clerk's Expenses: The Clerk's salary and expenses for November 2016 through to the middle of January 2017 (a total of £346.58 being 39.25 hours at £8.83 per hour plus £15.98 expenses) were approved

LYDDINGTON PARISH COUNCIL

BUSINESS

9. Matters Arising

The Parish Council considered the remaining items on the matters arising schedule, not already covered by the agenda and regular reports, including:

9.1 Playing Field:

- a) **Quote from ROSPA:** covered under item 6. Inspection to be conducted by Wicksteed
- b) **Obtain Padlock and Chain for Children's area:** Ongoing Action Cllr James Tyers
- c) **Contact RCC re Waste Bin base in play area being insecure:** Parish Clerk confirmed that Ben Thompson from the environment team would be following up this matter and would advise
- d) **Contact RCC re insecure post on Chapel Lane:** The Parish Clerk reported that the council had confirmed that RCC were on site repairing this area that afternoon, 23rd January 2017
- e) **Update play park inspection lists:** Confirmed completed and new proforma now being used
- f) **Advice from Tree Surgeon re overhanging distance for Western Power:** Cllr James Tyers confirmed that this was 2m
- g) **Mole activity on the Children's Play area:** The Parish Clerk confirmed that Black Velvet had visited and treated area. The invoice was agreed and cheque signed at the PC Meeting for sending to Andrew Guinness, Black Velvet

9.2 Finance

- a) **Investigate land available for a cemetery in the village.** Cllr. B Sturgess advised this was still ongoing. It was noted that it was challenging to find a piece of land which was appropriate for this purpose and not already isolated for building. Cllr. J Tyers wondered if Sir Alan Duncan should be contacted to seek his advice? Cllr. B Sturgess confirmed that he would continue his search and investigate the map of the area more fully. It was agreed that the search would need to be in the envelope of the village itself and away from the risk of water damage. Further fields should be identified for possible purchase. Cllr. J Tyers to contact Sir Alan Duncan and advise PC of update at March Meeting. **Action Cllr J Tyers**
- b) The Parish Clerk reported that there had been a request for interment of ashes and a transfer of deed plus a request for a burial space in the graveyard. Matter ongoing. Action Parish Clerk to follow up. **Ongoing Parish Clerk**

9.3 Other Matters

- a) **Signs throughout the village:** Cllr. J Tyers reported that that the safety mechanisms to be put in place would include two red painted indicators at the North end and South end of the village. Cllr. J Tyers had received quotes for cast iron signs at £300.00 per sign plus £12.00 for two posts for each sign (Plus VAT). The Green would have a similar sign and the finger post sign on the Green would be restored for £100.00 plus the cost of two further posts. Cllr. J Tyers confirmed that the Council were prepared to fit the signs free of charge. It was noted that the village sign at the North end of the village would remain in the same place but be replaced with the new design. **Ongoing**

LYDDINGTON PARISH COUNCIL

- The Parish Council agreed to the signs
 - Timescales: It was noted that the anticipated timescale for the painting of the road was April 2017. The signs took 8 weeks to arrive from ordering. There would be no impact on residents or through traffic whilst the changes took place. Cllr James Tyers confirmed that he would discuss the signage with the council but felt that new sign on the Green would be the responsibility of the Parish Council to fund
 - Cllr. J Tyers noted a concern re the need to obtain competitive quotations in terms of adhering to council guidelines (Standing Orders related to Contract). Cllr. E Hobley to follow up guidelines and advice. **Action Cllr. E Hobley**
- b) **Transfer of Website.** The Parish Clerk reported that time was needed to be set aside to look at the training manual to ensure that the site was kept updated. Parish Clerk to remove David Couldwell from the front page of the list of Parish Councillors. It was noted that the contact list page had been updated. **Action Parish Clerk**
- c) **Contact RCC re pavements and other highway issues:** The Parish Clerk confirmed that RCC had been contacted and would be inspecting the pavement areas routinely. It was likely that no action would be taken until the Spring of 2017 and was weather dependent. It was noted from a previous meeting that the pavement areas would also be inspected following work on the new substation once this work had commenced. **Ongoing**
- d) **Use of the land on entering the village – North end:** Cllr. E Hobley confirmed that there had been a concern re burning building waste which was prohibited. **Ongoing review**
- e) **Transparency Fund ('TF') Application re scanner and printer:** The Parish Clerk noted an application for the sum of £1202.15 had been prepared according to the guidance notes to be submitted to RCC for approval. The timescales for approval were noted as submission by the 13th February for acknowledgement and decision by the 24th February 2017. Parish Clerk to submit and advise at March Meeting of outcome. **Action Parish Clerk**
- f) **Underground Project Update:** Cllr. E Hobley reported that this was ongoing. The processing of the final paperwork was awaiting final valuation and confirmation of solicitors charges. **Ongoing**
- g) **Issue concerning flooding:** Cllr. J Tyers reported that an assessment had been carried out and it was on a list of tasks to be completed by RCC. **Action Cllr J Tyers Ongoing**
- h) **Street Lighting:** The new lights had positive feedback. Tina Elliott (Resident) noted that there was some concern regarding the possibility of the lights being switched off over night. Cllr. J Tyers noted that in Oakham the lights were turned off between 1.00am and 4.00am. It was noted by Cllr. B Sturgess that it was possible that that the recent burglaries had entered the houses via the front of the house as the street lights had been on?
- i) **Additional cuts:** The Parish Clerk reported that following a conversation with RCC, the cost of the 6 additional cuts to the grass verges in the village, (as per letter from Steve Coe re grants for the year 2017/2018), would be made available in time for the May Meeting. Further action noted for the Parish Clerk to contact Four Counties to check when they planned to resume their maintenance work. (**Update:** meeting to be arranged to review the village and work to be undertaken. First cut due second week of March) Parish Clerk to follow up. **Action Parish Clerk**
- j) **Theatre on the Green:** Cllr J Tyers and Cllr E Hobley to liaise with Village Hall re the arrangements. Theatre on the Green scheduled to commence at 3.00 pm 18th June 2017 The church also be made available if weather inclement. Parish Clerk to contact Jeremy Ryder. **Action Parish Clerk**

LYDDINGTON PARISH COUNCIL

10. Finance

10.1 Precept 2017/2018

A draft copy of the Precept Form was made available for the Council requesting £7500.00 for the following years budget. The Parish Clerk noted that it had been agreed to send the signed Precept Form in following the meeting for RCC to respond. Annual Precept for 2017/2018 was agreed. Parish Clerk to send file to RCC requesting acknowledgment. **Action Parish Clerk.**

10.2 Draft Budget 2017/2018

The Parish Clerk presented a draft budget for 2017/2018. Based on a precept of £7500.00 and a budgeted income of £8411.29 and expenditure of £8307.03 it was noted that there would be a small surplus of £104.26.

Cllr. J Tyers noted a concern for the small surplus in comparison with previous years. It was noted that an allowance had been placed in the budget for the light maintenance still to be clarified by RCC. In addition, this did not take in to consideration any monies awarded via the Transparency Fund. Cllr. J Tyers noted that there were additional funds set aside for the children's fund which were not illustrated in the budget. The Parish Clerk advised to contact the previous Parish Clerk to enquire about this fund. A further observation was noted with regards to RCC parish clerk salary payments as monies which should be claimed in 2016/2017 were noted as being present in the 2017/2018 budget. This was explained by a delay in the accounting process from RCC and how they recorded the salary payments themselves. **Action Parish Clerk ongoing to be reviewed in March**

11. Traffic Calming Measures

Previously covered under matters arising 9.3 (a)

12. Cemetery

Previously discussed under matters arising 9.2 (a)

OTHER MATTERS

13. Clerk's items

- (i) **Undergrounding Project Update:** Cllr. E Hobley reported that this matter was being followed up and a further update would be reported back to the Council in March (see under matters arising 9.3 (f)). **Ongoing**
- (ii) **Agenda Items for the Annual Parish Meeting in April:** Cllr J Tyers asked the Parish Council for their thoughts on inclusions for the agenda for the Annual Parish Meeting on Wednesday April 19th 2017. Agenda items currently include the following:
 - Good Neighbours Scheme
 - Underground Project Update
 - Ideas for Children's Activity
- (iii) **Meeting dates for 2017/2018:** Dates circulated and agreed. Revised dates to be posted on the notice boards.

LYDDINGTON PARISH COUNCIL

14. Dates of Next Meetings

- Monday 13th March 2017 - 7.30 pm in the Village Hall. Parish Council Meeting
- Wednesday 19th April 2017 - 7.00 pm in the Village Hall. Annual Parish Council Meeting

15. Other Matters (at the discretion of the Chairman)

- Cllr. J Tyers noted the issue raised by Mr Richard Littlejohns, Barrowden Parish Council. The Parish Council did not feel that Lyddington had grounds for backing up the concerns raised by Barrowden Parish Council in respect of the reduction of hours employed by RCC of a Conservation Officer. No further action required. A note to Richard Littlejohn to be sent by Parish Clerk to note that it was highlighted at our Parish Council Meeting. **Action Parish Clerk**
- Cllr. J Tyers noted the paper which had been circulated following a meeting with Healthwatch Rutland, Strategic Transformational Plan (STP), noting the future plans for healthcare in the future. Cllr. E Hobley noted that she had attended a preliminary meeting where these matters were raised which had been very emotive. It was noted that an 'open meeting' arranged for Tuesday 24th January and Thursday 26th January where local residents would have an opportunity to ask questions of those involved with the STP. Cllr. T Fowell confirmed that he planned to attend and would report back at the March Meeting. **Action Cllr T Fowell**
- Cllr. J Tyers noted that a survey which had recently been circulated would be beneficial to circulate around the village via the village email group. **Action Parish Clerk**
- Cllr. J Tyers noted the recent Homelessness Strategy which had been circulated for comments by Wednesday 22 February. It was felt that the village as a whole was friendly and would be able to identify those in need and respond accordingly.
- Cllr.T Fowell noted that the annual village fete was being planned for **Saturday 13th May 2017** and wished to draw this to the attention of the Parish Council for their approval for the use of the Village Green. The Parish Council confirmed their support requesting Cllr. T Fowell to begin the process for making the arrangements with the Village Fete Committee. **Action Cllr. T Fowell**
- Cllr. J Tyers thanked Cllr. H East for the loan of the meeting room in the White Hart
- Cllr. J Tyers requested that a thank you letter be sent to Peter Hems with regards to the loan of the float at Christmas for the village collection. **Action Parish Clerk**

The meeting closed at 9.30 pm.

Chairman:

.....
Cllr James Tyers

Date: