

LYDDINGTON PARISH COUNCIL

Minutes of the Parish Council Meeting held in the
Village Hall, Lyddington
Monday 8th January 2018 - 7.30pm

Councillors Present: Cllr. H Tassell (Chair) Cllr. H East Cllr. T Fowell Cllr. L Hobley Cllr. G Macfarlane Cllr. B Sturgess In Attendance: Julia Unna (Parish Clerk)	Others Present: Tina Elliott PC Diana Freeman
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PRELIMINARY MATTERS

1. Questions and comments from the floor:

Cllr. H Tassell (Chair) welcomed Tina Elliott and PC Diane Freeman to the meeting.

P.C. Diana Freeman reported the following:

There had been a decrease in reported crime/burglaries in the county overall. It was noted that two successful arrests had been made which was felt to be linked to this fall in criminal activity. There had been a pattern to the reported burglaries in the county with similar items being targeted. It was noted that there appeared to be an rise in burglaries/attempted entry before Christmas. The road network in the county A1 and A47 were both noted as key entry/exit points for potential criminals.

It was noted Leicestershire and Rutland Police website provided useful information about crime in the area. <https://leics.police.uk/categories/rural-watch>

2. Apologies for absence

None

3. Declaration of Interests

None

4. Minutes of the Parish Council

The minutes from the meeting held on 16th November 2017 were approved as a s correct record and signed by the Chair. A small correction was noted regarding the official naming and referencing of 'Lyddington Tennis Club', which it was noted should be referred to as 'Lyddington Tennis' throughout the minutes. The Parish Clerk to go through the minutes and make any corrections as required and republish. **Action Parish Clerk**

5. Parish Council Vacancy

It was noted that RCC had been advised of the resignation of Cllr. J Tyers due to his family relocation. An official notice had been placed on the notice board with the date of 24th January for an election to be called by any members of the parish. If no request was made LPC were able to 'co-opt' to fill the vacancy. Cllr. B Sturgess noted that some interest had been expressed in the position of Parish Councillor. The Parish Clerk to email useful links to Cllr. B Sturgess to forward on to those interested. It was noted that enquiries could also be sent to Cllr. H Tassell. Those interested could also be invited to attend the next LPC meeting in March – Monday 12th March 2018. **Action Parish Clerk**

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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 updated inspection report from Cllr. H Tassell covering the months of November and December 2017. It was noted that the regular check for November had been circulated and Cllr. H Tassell would cross check her 'sent' emails and re-circulate as required the report of December. **Action Cllr. H Tassell**

Reminder for the Parish Clerk: It was noted that the usual sand would need to be ordered in the Spring. **Action Parish Clerk**

The Annual Inspection full report had been circulated prior to the meeting. All items noted as a 'medium risk' were discussed. A comment had been made regarding the swings on the green where it was felt that there was insufficient coverage for any impact. Cllr. H Tassell confirmed that she would read all signage related to the playpark and report any updated signage required to ensure complete safety. A further check to be made on the safety of the picnic tables. It was noted that the fencing would in time be considered for replacement. **Action: follow up checks to be made by Cllr. H Tassell**

To receive an update on the migration of the Tennis Club Website to LPC Website:

The Parish Clerk reported that she had contacted a representative of the Lyddington Tennis and had arranged to meet up at the end of January to discuss the website.

Note: Meeting delayed to February due to prior commitments. **Action Parish Clerk**

The Parish Clerk confirmed that the 2016 accounts for the Tennis Club would be re-circulated. **Action Parish Clerk**

It was noted that there were some weeds growing around the outside of the tennis court which required treatment. **Action Cllr. H East**

7. Planning Applications

The schedule of planning applications was circulated and accepted.

The Parish Clerk to gain an understanding of the process and timescales with new planning applications – Parish Clerk to contact Rutland County Council Planning Department. **Action Parish Clerk**

8. Finance

- 8.1 Current financial position and ratification of cheques issued: A schedule detailing cheques issued since the last meeting had been previously circulated, noted and agreed.
- 8.2 Clerk's Expenses: The Clerk's salary and expenses for the months of November and December hours (37.5 hours) at £8.83 per hour plus £87.98 expenses) were approved. The expenses included and the annual change for Microsoft Office of £79.99.
- 8.3 The Parish Clerk noted that a VAT claim for 2016/2017 to the value of £742.75 was being applied for. A further update would be provided at the next meeting in March 2018.
Action Parish Clerk

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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) **Wicksteed Annual Report following recent inspection:** Item covered under Item 5
- b) **Lyddington Tennis accounts for 2016:** To be forwarded by the Parish Clerk
- c) **Migration of Lyddington Tennis Website:** covered under Item 5
- d) **Treating of weeds:** Ongoing

9.2 Finance

- a) **VAT Claim for 2016/2017:** covered under item 8.3
- b) **Investigate land available for a cemetery in the village/Meeting with Sir Alan Duncan.** (See Item 11) This matter noted as still under investigation by Cllr. B Sturgess. Potential sites still to be identified for discussion. A meeting to be arranged with Sir Alan Duncan MP and Eddie Dorman. Correspondence relating to the matter to be explored further. **Ongoing Cllr. B Sturgess**
- c) **Explore the transfer of LPC email to current website provider: Parish Clerk Ongoing**

9.3 Other Matters

- a) **Underground Project Update:** Cllr. E Hobley reported that there was slow progress. To be reported on again in March 2018. **Ongoing Cllr. E Hobley**
- b) **Council Regulations/Guidelines re obtaining quotes: Ongoing Cllr. E Hobley**
- c) **Follow up concern re state of the verges at the north end of the village: Cllr. E Hobley** had previously noted the following information: *(as noted in September minutes)*
 - (i) If the Council decide to have standard curbing, RCC will pay for the materials and lay it, i.e. no cost to the Parish Council,
 - (ii) If the Council decide to have "countryside" curbing (the faux granite), RCC will source and lay it but the PC will need to pay the difference in the cost of the materials, i.e. £18.94 per metre,
 - (iii) If the Parish Council source the granite sets, RCC will lay it at no cost to the Parish Council.

Rob Baxter (RCC) to be contacted to measure the area required. **Ongoing Cllr. E Hobley**

- d) **Update on purchase of a storage container:**
Previous note reporting the following: It was confirmed that the current storage arrangement at the Marquis of Exeter ran up to 1 June 2018. The new storage container was to be sited at the Old White Hart, Dimensions noted as 20 foot in length and the cost in the region of £1400.00. It was noted that a 4" concrete block would be required to secure the container. Cllr T Fowell noted that a donation towards the cost of the container from LPC would be gratefully received. It was agreed that before a donation could be confirmed, further clarity, regarding the actual space available and whether this was to 'buy' or 'rent' would need to be confirmed. The available space in the container was to be confirmed by Cllr. T Fowell and discussed at a subsequent LPC meeting before a donation was agreed. Cllr T Fowell noted his concern re a guarantee of space. This would be discussed at the next Fete Committee Meeting. **Action Ongoing Cllr. T Fowell.**
- e) **Notice Board repair OWH:** Cllr. H East reported that she had obtained a quote from £240 to repair the notice board outside the OWH. LPC agreed for this to go ahead.

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- f) **Play on the Green:** Cllr B. Sturgess noted that the 'Play on the Green' would take place on Sunday 17th June. It was noted that the Village Hall was able to offer accommodation as per 2016 and 2017. It was confirmed that this would **not be** required.
- g) **Schedule of revised meetings:** The Parish Clerk circulated the revised dates See item 12

10. Finance

The Parish Clerk presented the draft budget. An increased payroll administration charge by RCC to £180 per year from £60 per year was to be added to the budget. Funds allocated for signage to be removed. All corrections to be made and the budget to be re-circulated. **Action Parish Clerk**

The Parish Clerk noted that the annual 2018/2019 Precept Form had been received from RCC. The Parish Council agreed that, in line with the budget, LPC should apply for the set figure of £7,500.

Action Parish Clerk

The arrangements for the annual audit were discussed. The Parish Clerk noted that the audit would be performed by PKF for the next 5 years, It was noted that as the turnover for the Parish was less than 25K it might be possible to apply for 'exemption status' which would still require the preparation of papers as in previous years and the appointment of an internal auditor. Further details about the revised procedure and application for exception were expected by the end of March 2018. **Ongoing Parish Clerk**

11. Cemetery

It was noted that various options of land are currently being explored and a meeting with Sir Alan Duncan is to be arranged in due course. **Ongoing Cllr. B Sturgess**

OTHER MATERS

12. Clerks items

Underground Project: Item covered under item 9.3

Lyddington Tennis: Item covered under item 9.1

Annual Parish Meeting: It was agreed that the regular police update and information on the results of any consultation regarding healthcare in Rutland would be valuable to the residents of the village. A possible discussion on an activity to involve the children of the village and specific use of the Mary Parnham Trust Money was felt to be a useful inclusion. An updated agenda to be circulated in advance of the March Meeting for final sign off. **Action Parish Clerk**

Parish Council Dates for 2018/2019: Revised dates for LPC meetings for 2018/2019 were presented. Revised dated for both May and September noted as 21/5/18 and 24/9/18

Annual Elections: it was noted that in May a formal election would need to take place to appoint a new Chair of the Parish Council

13. Dates of Next Meetings

Monday 12th March 2018 - 7.30 pm in the Village Hall. Parish Council Meeting

Wednesday 18th April 2018 – 7.00 pm in the Village Hall. Annual Parish Meeting

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

A concern was noted regarding the increase in fouling by dogs on the pavements in the village. Cllr. E Hobley agreed to speak to the Dog Warden at RCC. **Action Cllr E Hobley**

It was noted that the dog access gate on the footpath off Chapel Lane had been reported as broken. Parish Clerk to investigate and report to RCC for repair. **Action Parish Clerk**

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Cllr E Hobley reported a concern over speeding vehicles in the village, particularly over the Christmas period. Cllr E Hobley advised the meeting that she had spoken to RCC with regards to a temporary camera being put in place to monitor the speeding. Cllr. E Hobley to follow up and report at the next LPC Meeting. **Action Cllr. E Hobley**

The meeting closed at 8.50pm

Chairman:

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Cllr Harriett Tassell (Acting Chair)

Date:

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