**LYDDINGTON PARISH COUNCIL**

**MINUTES OF PARISH COUNCIL MEETING**

**HELD ON MONDAY, 8th JULY 2019**

**IN LYDDINGTON VILLAGE HALL AT 7.30 PM**

**Councillors present:**

Cllr L.Hobley (Chair) Cllr D.Hurwood

Cllr T.Fowell (Deputy Chair) Cllr G.Macfarlane

Cllr H.East Cllr B.Sturgess

**Members of the public:**

Ms Tina Elliott

**PRELIMINARY MATTERS**

**1. Questions and comments from the floor**

Ms Tina Elliott explained that a recent ‘scam’ letter that had been circulated around the village, had generated an extraordinary response from many residents, who quickly alerted their neighbours to the threat. Such action revealed the great community spirit of Lyddington.

**2.** **Apologies for absence**

Cllr J. Meadows

**3. Declaration of Interests**

None were declared.

**4. Minutes of the Parish Council**

The minutes from the meeting held on Monday, 20th May 2019 were approved as a correct record and signed by the Chair, Cllr Libby Hobley.

**REGULAR REPORTS**

**5. Lyddington Playing Field and Park**

1. Play equipment inspection

Cllr Dinah Hurwood explained that she had completed her safety training in regard to checking and monitoring the village play equipment provided for public use. Cllr Hurwood requested that Lyddington Parish Council (LPC) investigate the current requirement concerning the number of safety and operational inspections that should be carried out on play equipment to ensure that LPC is meeting all of its duty of care obligations.

**Action**

**The parish clerk to contact Rutland County Council (RCC), the parish council’s insurers and Wicksteed Leisure, who undertake the annual safety inspection for LPC, to investigate.**

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1. New boundary fence

LPC is considering installing a new fence along part of the playing field’s boundary where the ground dips into a ditch and small stream. Cllr John Meadows has been collating several quotes to present to LPC. The information will be considered at the next parish council meeting in September.

**Action**

**The parish clerk to ask Cllr Meadows to also contact a suggested local contractor for a quote to compare prices and different styles of fences from chain link to a smaller three panel wooden fence.**

c) Repairs and improvements to play equipment

The parish clerk reported that the Cliff Hanger play equipment was still under warranty and a replacement log pole had been ordered, but the wait time was up to 10 weeks as the wood had to be treated and weather-proofed.

It was also noted that the small spikes on the top bar, to deter birds etc from soiling the swings, needed replacing and the wire fencing around the small children’s play area required a repair to mend the small hole in the mesh.

**Actions**

**The parish clerk to contact the play equipment suppliers to request that they install the replacement log to ensure that the warranty remains valid.**

**Cllr Libby Hobley to source a supplier for the replacement bird deterrents.**

**Cllr Hurwood to investigate the cost of installing netting for the football goal posts.**

**Cllr Holly East will ask a local contractor to assess the cost of repairing the fence surrounding the small children’s play area.**

d) New dog lead holder ring

The Chair, Cllr Libby Hobley, was in the process of creating a new laminate information sign indicating the use of the new dog lead holder ring, but a chain had been inadvertently run through the metal ring.

**Action**

**Cllr Tony Fowell to realign the chain so that visitors to the playing field can tether their dogs while their children are playing.**

e) Anti-social behavior in the playing field carpark

A resident had contacted Rutland South Beat Officer PC Peter Icke to complain that there had been several late night disturbances from people parking in the small carpark by the playing field. PC Icke had suggested a range of options including installing a gate and CCTV.

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The parish clerk was able to explain that Chapel Lane was an adopted footpath and RCC would only agree to installing a gate across the lane if there were regular public safety issues to walkers and to control life stock.

Chapel Lane is being monitored by police patrols and LPC requested that they be kept informed of any further incidents to ensure that their recommendations were proportionate and effective.

**Action**

**The parish clerk to notify PC Peter Icke of the LPC discussions and request to be updated if there are any further incidents.**

**6. Lyddington Tennis (LT)**

The playing field, and the tennis court on it, is owned by the Lyddington Playing Field Charity with LPC as the sole trustee. Members agreed to hold the annual meeting of the Playing Field Charity to review the 2019 annual report, the Letter of Agreement and signed Addendum, and the most recent accounts after the September parish council meeting.

**Action**

**Cllr Barney Sturgess to circulate the most recent accounts of Lyddington Tennis.**

**7. Planning Applications**

Responses to recent planning applications have been submitted by the stipulated deadlines and acknowledged by RCC. LPC had approved a first floor extension for a property on Church Lane, the replacement of a garage door and the removal of a dying plum tree. RCC had granted permission for the demolishment of a porch and erection of a single story side extension on a property in Colley Rise and the removal of part of a wall at Stoneville Farm.

**8. Finance**

a) Spending summary

During the period of 18.05.19 to 06.07.19 LPC spent a total of £1,897.28 that included fees for LPC’s insurance renewal, grounds maintenance and playground inspection training. The number of payments received amounted to £96.10, which included allotment payments, Lloyds Banking Group (dividend) and Western Power Distribution (payment of wayleaves).

b) Parish clerk’s salary and expenses

The parish clerk’s salary of £273.73 and expenses of £23.48 were submitted and approved.

c) Progress on annual audit April 2018- March 2019

The parish council’s expenditure for the year was recorded as £9,402 and its income was £8,276. As part of the process, LPC’s external auditor had signed the Annual Governance and Accountability Return 2018/19 Part 2. Parish councillors had approved the annual audit.

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The Certificate of Exemption had been sent to PKF Littlejohn, the appointed auditor for Local Authorities, and the parish clerk had received an acknowledgement.

The parish clerk had submitted a 2017-2018 VAT claim for £979.00 and a further VAT claim for £733.25 for 2016-2017, as the recent audit of 2018-2019 revealed that this sum had not been received from HM Revenue and Customs.

**BUSINESS**

**9. Matters arising from the previous meeting**

a) Lyddington Undergrounding Project

Western Power Distribution (WPD) has previously laid cables along parts of Main Street.

Cllr Libby Hobley said that WPD was due to announce the start date of the next stage of the project. Parishioners will be kept informed of any short-term traffic disruption.

**Action ongoing**

b) New kerbing to protect grass verges at the north end of the village

Parish councillors are considering the range of materials available for road kerbing to ensure that any new additions are in keeping with the current village kerb stones. The grass verges on the northern part of Main Street are being eroded by heavy vehicles and would require a kerb stone that is higher in height and offers greater protection.

Cllr Tony Fowell had initially been told that RCC would pay for the standard kerb stones and install them for free. The standard stones are grey concrete, but a very similar kerb with a darker grey-blue tone would be more compatible.

**Action**

**Cllr Tony Fowell was asked place a sample kerb stone in the vicinity of the affected area to enable parish councillors to accurately assess its likely impact. Cllr Fowell will take photographs to circulate to parish councillors.**

c) Rutland Remembers – World War One

LPC has agreed to plant a Midland Hawthorn tree at the north and south entrances to the village, each with a commemorative plaque. No further action is required until the autumn, the recommended planting season.

**Action ongoing**

d) Monitoring activity on agricultural land

The RCC’S planning enforcement officer said that he would investigate what is permitted activity and the type of buildings that are allowed on a field classified as agricultural land. No update had been received.

**Action ongoing**

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e) Satellite dishes on cottages/houses in a conservation village. The parish clerk had sent an update to RCC’s planning department. No further update from RCC had been received.

**Action ongoing**

f) Youth volunteering

The Lord-Lieutenant of Rutland, Dr Sarah Furness, had hoped to promote youth volunteering at a parish level. LPC has been informed by the Office of The Lord-Lieutenant that despite an enthusiastic response to the concept, the lack of resources means the project has been put on hold.

g) Planting Trees

The Woodland Trust is providing free trees to be planted in a designated area that any community group/school or parish council can identify and have the right to plant. LPC has decided not to support this initiative.

**10. New Cemetery improvements**

The maintenance contractors, Spendlove Contracting, has started work on removing the ivy and will supply an additional quote for repointing the wall when all the ivy has been removed and the extent of the damage becomes clear.

**Cllr Tony Fowell agree to continue his enquiries to see if there is any possible vacant plot of land that LPC could purchase to create a further cemetery for the village.**

**Other Matters**

**11. Clerk’s items**

a) Next stage of the Lyddington Traffic Survey

A total of 112 parishioners gave their views and the three most popular options selected were reducing the speed limit to 20 mph; adjusting the existing speed indicator displays/ vehicle activated signs to 20 mph and installing rumble strips at the main entry points to the village.

Cllr Geoff Macfarlane presented his report that summarised the findings and suggestions of the survey. LPC agreed that the information should now be sent to RCC through their online notification process and Cllr Macfarlane would also inform County Councillor Andrew Brown to enlist his support.

**Action ongoing**

b) New Neighbourhood Watch signs

After a discussion the parish councillors agreed to find out the commitments that a community now has to maintain when promoting neighbourhood watch status.

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**Action**

**Cllr Libby Hobley to investigate Neighbourhood Watch recommendations.**

(Cllr Hobley left the meeting at this point.)

c) Performance review of the Three Inch Fools

Cllr Barney Sturgess explained that ticket sales generated a total of £1,040. The actors’ fee was £1,000, which left £40 to cover the promotional expenses. Cllr Sturgess was thanked for his hard work and commitment to making the event a success.

d) Bushcraft 2019 in Lyddington

Parish councillors agreed to support another Bushcraft event in the village that is being planned by the Village Hall Committee in association with First4Adventure. The last event was staged in 2017 and LPC contributed £400.

**12. Other matters**

a) Cllrs Holly East and Tony Fowell will monitor whether the required clearance area on village pathways, at the southern part of Main Street, is being maintained by residents.

b) LPC agreed to send a note of thanks to the pupil of Leighfield School, who lives in Lyddington, and has been clearing up litter in the village.

The meeting ended at 9.05pm. The next meeting of Lyddington Parish Council is at 7.30pm on Monday, 9th September 2019

Parish clerk is Fiona Buchanan (T 01572 821636 and 07711 160685)

Chairman ……………………………………………………………………..

Date ……………………………………………………………………..

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