**LYDDINGTON PARISH COUNCIL**

**MINUTES OF PARISH COUNCIL MEETING**

**HELD ON MONDAY, 9TH JULY 2018**

**IN LYDDINGTON VILLAGE HALL**

**COUNCILLORS PRESENT:**

Cllr L.Hobley (Chair) Cllr H.Tassell

Cllr T.Fowell Cllr G.Macfarlane

**APOLOGIES:**

Cllr H.East and Cllr B.Sturgess

**IN ATTENDANCE:**

Fiona Buchanan (parish clerk)

**OTHERS PRESENT:**

Tina Elliott

PC Peter Icke

Jake Atkinson, Chief Executive of the Leicestershire and Rutland Association of Local Councils (LRALC)

**PRELIMINARY MATTERS**

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

A member of the public suggested that Lyddington Parish Council consider creating a space on the playing field for a weatherproof table to play outdoor table tennis.

**Action**

**Cllr H.Tassell and parish clerk to look at the range of outdoor tables available.**

**Crime Report**

PC Peter Icke gave a summary of criminal activity in the area and recommended that the parish council should promote Rutland Neighbourhood Watch, a free app that enables local people to receive the latest news and alerts from Leicestershire Constabulary.

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**Action**

**Parish clerk to share the information on the village’s e-news bulletin and to also display on the Lyddington notice boards.**

PC Icke also urged residents to be vigilant particularly around dusk in case they see an unfamiliar car parked near the village church or individuals acting suspiciously. He explained that thieves had stolen the lead from seven church roofs in recent weeks. PC Icke urged parishioners to write down details such as the car’s registration to enable the police to run a check.

One suggestion was to contact Heritage Watch to ask for a security check on St Andrew’s Church in Lyddington to assess the viability and cost of installing ‘pressure pads’ under lead panels on the roof. If the pad is disturbed, an alarm signal is generated to alert the neighbourhood and/or local police.

**Action**

**Parish clerk to discuss with Church Warden Jeremy Rider.**

**2. Membership of the Leicestershire and Rutland Association of Local Councils (LRALC)**

Chief Executive Jake Atkinson of LRALC explained that becoming a member entitles councillors to legal and procedural advice on all parish council matters including employment and financial issues.

The association also acts as a collective voice and provides representation at both a local and national level. Annual membership is £175.

Lyddington Parish Council agreed to become a member of LRALC and to review its benefits in March 2019.

**Action**

**Parish clerk to complete documentation for membership for the remainder of this year and diarise a review of the benefits of membership for March 2019.**

**3. Parish Councillor vacancy**

**Action**

**Parish clerk to enquire if Cllr B.Sturgess had received an answer from a potential candidate.**

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**4. Declaration of Interests**

None

**5. Minutes of the Parish Council**

The minutes from the meeting held on Monday, 21st May 2018 were approved as a correct record and signed by Chair Cllr L.Hobley.

**REGULAR REPORTS**

**6. Lyddington Playing Field and Park**

1. Lyddington Playing Field Charitable Trust

The charity’s next annual return, covering the financial year from April 2017 to March 31st 2018, will be completed online when the form is made available in August.

1. Play Equipment

Cllr H.Tassell had completed her inspection of all play equipment which was assessed as safe and in good working order, but highlighted that some of the play items such as the talking flowers - in the small children’s play area - seemed too high for its intended age group. The Commando Challenge also lacked a slide to enable smaller children to easily descend.

Fresh sand had been supplied to the sand pit in the small children’s play area which was now open.

The parish council also agreed to ask the village tree warden to assess the large trees close to this play area to see if they require pruning to remain healthy and their boughs safe. There were also weeds around the tennis courts and car park that needed to be removed.

**Actions**

**Cllr L.Hobley to arrange for weed clearance.**

**Cllr Tassell to investigate further play equipment options for the small children’s play area.**

**Cllr H.East to discuss the tree assessment with Simon Griffiths-Baker, village tree warden.**

**7. Lyddington Tennis**

The parish clerk reported that members could still book sessions via the Lyddington tennis website but at the end of summer the booking facility would only be available via the parish council website.

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**8. Planning Applications**

Responses to current planning applications had been submitted by the stipulated deadlines and acknowledged by Rutland County Council. No objections were raised by parish councillors in regard to the planning submissions.

**9. Finance**

1. **Ground maintenance**

The parish clerk reported that 4Counties had been asked to revise their May invoice as grass cuttings had not been removed from the New Cemetery.

1. **Cheques and balances**

The total amount of money spent by the parish council from 7th May to 7th July totalled £2,415.08 which included the annual insurance payment, new supplies for the children’s sand pit as well as fence repairs and grass cutting around sites in the village.

1. **Salary and expenses**

The parish clerk’s admin expenses of £65.47 and £176.60 salary for May 21st to July 29th were submitted and approved.

**Business**

**10. Matters arising from previous meeting**

 **a) A burning issue**

 A complaint had been received concerning the burning of household items such as an old mattress on land near the north end of the village.

The parish council agreed to ask the advice of Leicestershire and Rutland Association of Local Councils (LRALC) as to the appropriate action to take to ensure that domestic rubbish was dealt with in the correct manner.

There are no laws against having a bonfire, but there are laws to prohibit the nuisance they can cause. A homeowner can’t get rid of household waste if it will cause pollution or harm to people’s health. A council can issue an ‘abatement notice’ if a neighbour is lighting regular bonfires which are causing a problem.

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**Action**

**Parish clerk to raise the matter with LRALC and report back to the next parish council meeting.**

 **b) Lyddington’s Undergrounding Project**

Background information: In 2017 Western Power Distribution (WPD) laid cables three quarters of the way along Main Street, but this stage of the undergrounding work did not include the top end of the village’s main road. The work has been planned in stages because of the time taken to purchase a strip of land from Spire Homes next to no.70 Main Street to provide the required access.

After the land purchase is completed, the next step is to submit the necessary roadworks notice to Rutland County Council and order the necessary equipment which will take several months. The latest update from WPD on the sale of the land is that the company was waiting for the signed documents from the solicitors acting for Spire Homes.

 **Action ongoing**

 **c) New kerbing to protect verges at the north end of the village**

Parish councillors discussed the different materials available for road kerbing. The existing kerbs that are close-by to the selected site are modelled in concrete. The new kerbs would protect the grass verges that are being affected by vehicle wheels, particularly the wheels of large lorries. Installing 26 metres would cost an estimated £2,731 with an extra financial implication for controlled closure of the road to ensure the safety of work teams.

**Action**

**Cllr Hobley to request a firm price from Rutland County Council.**

**d) Hamlet on the Green**

More than 100 people attended the play on The Green by the Three Inch Fools. The event generated £1,024, after promotional expenses and payment to the players, there was a profit of £250.

 **Action**

**The parish council to consider how the money should be spent to benefit the village.**

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 **e) World War I commemorations**

The parish councillors have considered planting a tree with a commemorative plaque or a bench on the Village Green. Before making any final decision, the parish council is going to send an appeal via the village’s e-news bulletin to ask if parishioners have any suggestions.

**Action**

**Parish clerk to send a message for distribution on the village’s e-news bulletin.**

**11. Annual Audit 2017 - 2018**

Since Lyddington Parish Council is classed as a smaller authority as its annual gross income or expenditure did not exceed £25,000 by March 31st, the parish council were exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015. The required Certificate of Exemption was completed, emailed and acknowledged by the parish council’s external auditors, PKF Littlejohn LLP.

An internal audit was carried out and the following documents were published on the parish council website:

- Annual internal audit report 2017/18

- Annual Governance Statement 2017/2018

- Accounting Statements of Variances

- Bank reconciliation

- Notice of period for exercise of public rights.

**12. The New Cemetery**

Lyddington Parish Council agreed that their burial charges would increase to retain parity with the fees levied by Uppingham Town Council. Parish councillors commented that it was important to keep the New Cemetery well maintained for visiting family members. The parish council also agreed that it would be beneficial to have a meeting with the Director of Dorman’s Funeral Directors to assess further required action to ensure that there was provision in the future for families wishing to inter the remains of their loved ones.

**Action**

**Parish clerk to arrange a meeting with Dorman’s Funeral Directors.**

**Other Matters**

**13. Clerk’s items**

a) Proposed development for the site of St George’s Barracks

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Lyddington Parish Council unanimously agreed to support the actions of affected local parish councils and Pilton Parish Meeting, who are opposed to the current planned developed of St George’s Barracks. Part of the proposal involves building 3,000 new homes, with just an average occupancy of two adults per house, the new development would see many more cars vying for access to the local road system.

An additional update from Rutland County Council explains that feedback gathered in response to the High-Level Masterplan will be used to develop a more detailed master planning document for the St George’s site.

A further round of public consultations, beginning in August, will be undertaken before producing a revised Local Plan for Rutland.

**Actions**

**Cllr T.Fowell and Cllr G.Macfarlane to write to the relevant parish council/meeting chairmen to express the views of Lyddington Parish Council, who are concerned about the potential additional burden on the current county infrastructure and services.**

b) General Data Protection Regulation (GDPR)

Parish councillors agreed to work closely with the Leicestershire and Rutland Association of Local Councils (LRALC) to ensure that Lyddington is fully compliant with the new data protection rules. The parish clerk has carried out a data audit to demonstrate that the parish council is following the new guidance.

**Action ongoing**

**c) Future of the Rutland Flyer Bus Service**

Rutland County Council had agreed to extend the tender process until 6th July to generate further bids from interested parties.

**Action ongoing**

**d) Speeding cars in the village**

Cllr L. Hobley is requesting the use of a traffic monitoring device to assess the number of speeding cars travelling through the village.

**Action ongoing**

**e) Additional election fees**

Rutland County Council announced that as the Local Authority, RCC will pass on the charges to Lyddington Parish Council for Ordinary Elections for seats on the county council and parish council scheduled for May 2019.

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Meeting ended 9.00 pm

The next meeting is on Monday, 24th September 2018, at 7.30 pm.

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

Chairman ……………………………………………………………………..

Date ……………………………………………………………………..

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