**LYDDINGTON PARISH COUNCIL**

**MINUTES OF PARISH COUNCIL MEETING**

**HELD ON MONDAY, 18th MARCH 2019**

**IN LYDDINGTON VILLAGE HALL AT 7.30 PM**

**Councillors present:**

Cllr L.Hobley (Chair) Cllr J.Meadows

Cllr H.East Cllr H.Tassell

Cllr G.Macfarlane

**Members of the public:**

None

**PRELIMINARY MATTERS**

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

None.

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

Cllr T.Fowell and Cllr B.Sturgess.

**3. Declaration of Interests**

None were declared.

**4. Minutes of the Parish Council**

The minutes from the meeting held on Monday, 14th January 2018 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 Harriet Tassell had conducted the inspection on behalf of Lyddington Parish Council (LPC) and reported that everything was in good working order. Following planning approval, LPC has approached a local tree surgeon to trim the oak tree’s over-hanging bough near the small children’s play area.

1. **Annual safety inspection by Wicksteed Leisure**

Parish councilors agreed to the minor repair work that was identified in the annual safety inspection, which will be completed by a local contractor and the specialist work to repair surface abrasions under the bay 2 swing seat will be carried out by Wicksteed Leisure.

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1. **New boundary fence**

LPC is considering installing a new link fence along part of the playing field’s boundary where the ground dips into a ditch and small stream.

The fence would prevent visitors to the playing field from wandering into the ditch.

**Actions**

**Cllr Holly East will liaise with the local contractor and the parish clerk will contact Wicksteed Leisure and ask them to undertake the agreed improvement.**

**Cllr John Meadows will ask a local company to prepare a detailed quote to help LPC decide on how much additional fencing to install on the playing field boundary.**

**Cllr Libby Hobley will create and laminate information signs indicating the use of the new dog lead holder ring when installed.**

**6. Lyddington Tennis (LT)**

The playing field, and the tennis court on it, is owned by the Lyddington Playing Field Charity and LPC is the trustee. No actions were required.

**7. Planning Applications**

Responses to recent planning applications have been submitted by the stipulated deadlines and acknowledged by Rutland County Council (RCC).

LPC noted that an appeal had been lodged against the refusal concerning the proposal to build three affordable houses and one market dwelling on land the east side of Main Street. LPC has prepared a response that reflects their original objection to the proposed development.

**Action**

**Parish clerk to email LPC’s response to the planning inspectorate.**

**7. Finance**

**a) Spending summary**

During the period of 15.01.19 to 15.03.19 LPC spent a total of £1,336.94 that included fees for grounds maintenance, RCC’s street lighting charge and payment for the parish council website.

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**b) Salary and expenses**

The parish clerk’s salary of £326.71 and expenses of £9.48 were submitted and approved.

**c) Review of village maintenance contract**

To ensure that best value for money and service delivery are being achieved for the village, LPC has agreed to put its maintenance contract out-for-tender. The revised work description was approved and the three contractors, including the present maintenance supplier, will be contacted. The deadline for quotes for the season’s contract is April 3rd.

Cllr John Meadows agreed to mow The Green as the grass has grown during the recent warm weather.

**Actions**

**Parish clerk to contact the three approved local maintenance contractors.**

**Cllr John Meadows to mow The Green.**

**BUSINESS**

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

1. **Lyddington Undergrounding Project**

In the past Western Power Distribution (WPD) has laid cables along three quarters of Lyddington’s Main Street. WPD is in the process of finalising the overhead line route with land owners. After all the consent agreements have been signed, the company will be able to announce the start date. Parishioners will be kept informed of the future work schedule, its timing and possible short-term traffic disruption.

**Action ongoing**

1. **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. Parts of the verge running along the northern part of Main Street are being steadily eroded. Cllr Tony Fowell will give an update at the Annual Parish Meeting.

**Action ongoing**

 **c) Rutland Remembers – World War One**

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Parish councillors have previously agreed to plant a tree at the north and south entrances to the village, each with a commemorative plaque. After consulting with the village tree warden, the variety selected is the Midland Hawthorn. A photograph of the tree will be displayed at the Annual Parish Meeting.

**Actions**

**The parish clerk to liaise with the Forestry Officer at RCC to check on progress as he had submitted plans to ascertain the location of underground services before committing to the exact sites for the trees.**

**The parish clerk to arrange promotional material for the Annual Parish Meeting.**

 **d) Village Hall handrail and new display panel**

LPC has previously agreed, as part of its remit concerning village improvements, to look at sourcing a new handrail for the steps leading to the Village Hall, which will be more in keeping with its surroundings. Cllr Libby Hobley reported that the Village Hall Committee (VHC) had agreed not to include a new display panel.

The invoice from a local contractor of £385.47 for the playing field improvement work was approved.

**Action**

**Cllr Holly East to liaise with the local contractor and the Village Hall secretary to ensure that the work does not impact on any daytime classes held in the hall.**

**e) Application to reduce speeding cars in the village**

Parish councillors discussed the text researched by Cllr Geoff Macfarlane that lists the different options available to reduce speeding cars travelling through the village. LPC has agreed to produce an information leaflet that will enable parishioners to record their views. The parish council agreed to launch the survey at the Annual Parish Meeting. The collated information will be presented to Rutland County Council’s Highways Department and gives greater validity to any LPC request for action.

**Action**

**Parish clerk to liaise with a graphic designer to arrange the leaflet’s design and production.**

**f) Monitoring activity on agricultural land**

There had been no response from RCC regarding what is permitted activity and the type of buildings that are allowed on a field classified as agricultural land.

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**Action**

**Parish clerk to email the enforcement officer at RCC for an update.**

**g) Clarification from RCC on siting satellite dishes on cottages/houses in a conservation village**

**Action**

**Parish clerk to email the enforcement officer at RCC for an update.**

 **h) Youth Volunteering**

The Lord-Lieutenant of Rutland, Dr Sarah Furness, is promoting youth volunteering at a parish level. The parish clerk reported that there will be a further briefing on the project and awareness training on the important issues to be considered. Although the training had been identified, the necessary funding is still being sought.

**Action ongoing**

**9. New Cemetery improvements**

Parish councillors discussed the revised policy and Cllr Libby Hobley will circulate the amended document. The management of the New Cemetery will be directed by the approved policy to ensure a fair and transparent guidance concerning future requests to reserve burial plots in respect to residents and non-residents.

**Action**

**Cllr Libby Hobley to circulate the policy document following revisions.**

**Other Matters**

**10. Clerk’s items**

1. **Elections**

The County Council and Parish elections are taking place on 2 May 2019. The parish clerk will deliver the nomination packs to the current parish councillors and circulate information on the notice boards and the village news e-bulletin concerning the role of a councillor, the nomination process and the email address of the RCC’s election team.

The counting of votes will take place in Oakham at the Victoria Hall on Friday, 3rd May, the day after the election. The total number of votes to be counted will be verified against ballot paper accounts to ensure transparency. The votes cast in the County Council Ward elections will be processed first. This will be followed later in the day by the count for parish elections.

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Cllr Harriet Tassell explained that after being a parish councillor for more than 30 years, and former Chair of LPC, she would not be seeking re-election. The parish councillors expressed their thanks and gratitude for her long and dedicated service.

**Action ongoing**

1. **Annual Parish Meeting**

The Annual Parish Meeting, to be held on 17th April, is a meeting of all the local government electors for the parish. Anyone may attend, but only registered electors may speak and vote. The agenda for the Annual Parish Meeting was discussed and agreed. The meeting will be chaired by Deputy Chair, Cllr Tony Fowell. Notification of the date and time will be circulated again to parishioners.

1. **Annual Parish Council Meeting**

At the Annual Parish Council Meeting new and returned parish councillors agree the roles that they wish to undertake in the next 12 months.

The meeting ended at 9.00pm

**The meeting schedule for Lyddington Parish Council is**

Annual Parish Meeting at 7.00pm on Wednesday, 17th April 2019

Annual Parish Council Meeting at 7.30pm on Monday, 20th May 2019

The next Lyddington Parish Council meeting is at 7.30pm on Monday, 8th July 2019

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

Chairman ……………………………………………………………………..

Date ……………………………………………………………………..

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