**LYDDINGTON PARISH COUNCIL**

**MINUTES OF ANNUAL PARISH COUNCIL MEETING**

**HELD ON MONDAY, 20th MAY 2019**

**IN LYDDINGTON VILLAGE HALL AT 7.30 PM**

**Councillors present:**

Cllr L.Hobley (Chair) Cllr H.East

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

Cllr J.Meadows

Rutland County Councillor, Andrew Brown (for first part of the meeting)

**Members of the public:**

Ms Tina Elliott and Mrs Dinah Hurwood.

**PRELIMINARY MATTERS**

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

Ms Tina Elliott explained that Rutland County Council’s (RCC) new contractors, who mow the grass verges in the village, have reported that the number of cuts had been reduced from 10 to 7. Lyddington Parish Council (LPC) agreed to monitor the situation in case additional cuts are required if the grass becomes too long in this year’s growing season.

Ms Tina Elliott also explained that she had replaced the old net around the netball hoop with new netting. The parish councillors thanked her for the thoughtful gesture.

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

Cllr B.Sturgess

**3. Co-opting of parish councillors**

The co-option process followed approved protocols, with the assistance of County Councillor Andrew Brown, and the former parish councillors (not elected via the election process on 4 May 2019) were co-opted back onto the parish council. Subsequent to the election date, parishioner Dinah Hurwood had applied to become a parish councillor and was duly co-opted and welcomed as a new member of LPC.

Cllr Libby Hobley was re-elected as the Chair of LPC and Cllr Tony Fowell was duly appointed again as Deputy Chair.

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Subsequent to the meeting, members gave their consent and former parish councillor Barney Sturgess was duly co-opted to LPC.

**4. Declaration of Interests**

None were declared.

**5. Minutes of the Parish Council**

The minutes from the meeting held on Monday, 18th March 2019 were approved as a correct record and signed by the Chair, Cllr Libby Hobley.

**REGULAR REPORTS**

**6. Lyddington Playing Field and Park**

1. **Play equipment inspection**

Cllr Dinah Hurwood will be conducting the monthly safety inspection for LPC and will update her knowledge of the process by attending the next available training session. The annual safety inspection by Wicksteed Leisure identified a few areas for improvement. The minor repair work has been completed by a local contractor and the specialist work to repair surface abrasions under the bay 2 swing seat was carried out by Wicksteed Leisure.

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. Cllr John Meadows explained that he had been waiting for a requested quote, but would now seek an alternative company to provide an estimate for the proposed new fence.

**Actions**

**Cllr Dinah Hurwood to select an appropriate training programme to attend concerning playground safety inspections.**

**Cllr John Meadows will seek 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.**

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**7. 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. The parish clerk presented the annual report for the financial year ending 31 March 2019 and the revised Letter of Agreement on the Use of Lyddington Tennis Court.

**Action**

**Cllr Libby Hobley to review the documents prior to approval by LPC.**

**8. Planning Applications**

Responses to recent planning applications have been submitted by the stipulated deadlines and acknowledged by RCC. The parish clerk explained that the response prepared by LPC, which reflected their original objection to a proposed housing development, had been submitted to the planning inspectorate.

The proposal is to build three affordable houses and one market dwelling on land to the east of Main Street.

**8. Finance**

**a) Spending summary**

During the period of 19.03.19 to 17.05.19 LPC spent a total of £2,203.44 that included fees for associated play equipment repairs, payment for hosting the village website and email account, as well as a new village sign. The number of payments received amounted to £9,005 that included the 2019-2020 parish precept of £8,500.

**b) Parish clerk’s salary and expenses**

The parish clerk’s salary of £388.52 and expenses of £112.54 were submitted and approved.

**c) Parish Council’s annual insurance renewal**

Came & Company, the local council insurance brokers, have based the renewal quotations on current sums insured (index-linked by 4%) and the areas detailed in the current schedule of insurance.

The recommendation, after checking with three insurance providers, was to accept the three year long-term agreement option from Inspire, which reduced the annual premium by 5%. LPC agreed to accept the quote of £894.81 for the total annual premium.

**d) Audit progress for April 2018 – March 2019**

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The parish clerk reported that the audit was nearing completion and LPC’s external auditor was due to approve the financial report. The parish council’s expenditure for the period was recorded as £9,402 and its income was £8,276. As part of the process, LPC’s external auditor signs the Annual Governance and Accountability Return 2018/19 Part 2 and the Certificate of Exemption is sent to PKF Littlejohn, the appointed auditor for Local Authorities.

**Action ongoing**

**BUSINESS**

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

1. **Complaint in regard to the burning of household items**

RCC has issued a Community Protection Warning Letter to ensure adherence to by-laws concerning the burning of domestic waste on land near the north end of the village. Cllr Libby Hobley explained that the situation would be kept under review.

1. **Lyddington Undergrounding Project**

Western Power Distribution (WPD) has previously laid cables along three quarters of Main Street. Cllr Libby Hobley said that WPD was in the process of finalising its schedule of works before confirming the start date of the next stage of the project. Parishioners will be kept informed of any 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.

A key area that requires kerbing is the verge running along the northern part of Main Street that is being eroded by heavy vehicles. 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.

Cllr Tony Fowell to seek further clarification from RCC’s Highways Department before parish councillors make their decision. To install a 100m stretch would cost £658.60 plus VAT.

**Action ongoing**

**d) 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. The recommendation from the Forestry Officer at RCC is that the trees are planted in the autumn.

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Cllr Tony Fowell also informed LPC that the commemorative bench, which had been supplied by the Village Fete Committee, had now been placed in a part of the Bede House garden.

**Action ongoing**

e) Survey results on options to reduce speeding cars in the village

A total of 112 parishioners gave their views and a few residents emailed their comments without giving a score. One parishioner asked the council to do nothing. The specified scores ranged from 1 to 7, with 1 being the most preferred solution and 7, the least favourite.

The three most popular options selected were:

1. Reduce the current village speed limit of 30 mph to 20 mph. (242 points)

2. Reduce the existing speed indicator displays/ vehicle activated signs currently set at 30 mph to 20 mph. (363 points)

3. Rumble strips at the main entry points to the village. Rumble strips introduce a change in the road’s surface which alerts the driver through a sudden difference in the sound and feel of their car. (368 points)

The collated information will be presented to RCC’s Highways Department and gives greater validity to any LPC request for action. The parish clerk will feature the results on the village notice boards and express LPC’s thanks to parishioners for taking part in the exercise. A brief summary will also be featured on the village’s e-news bulletin.

**Action ongoing**

f) 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.

**Action ongoing**

g) Satellite dishes on cottages/houses in a conservation village. The parish clerk had sent an update to RCC’s planning department.

**Action ongoing**

h) Youth volunteering

The Lord-Lieutenant of Rutland, Dr Sarah Furness, is promoting youth volunteering at a parish level.

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The parish clerk reported that there will be a further briefing on the project and awareness training on the important issues to be considered. No updates had been received.

**Action ongoing**

**10. New Cemetery improvements**

The new maintenance contractors, Spendlove Contracting, have supplied a quote to either cut back or remove the ivy that has grown along the small boundary wall in the New Cemetery. Before work begins, the contractor will check that there are no birds nesting in the ivy. Parish councillors agreed to ask Spendlove Contracting to remove the ivy and kill its roots to ascertain how much repointing is required to make the wall safe and stable.

**Actions**

**Parish clerk to ask Spendlove Contracting to begin the ivy clearance.**

**Cllr Tony Fowell and the parish clerk will contact two further parishioners to enquire if they know of any vacant plots of land that LPC could purchase to create a further cemetery for the village.**

**Other Matters**

**11. Clerk’s items**

**a) 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. The application process involves giving an OS map grid ref and verifying that the area can be planted with trees. The suggestion is that the initiative could involve a village ‘Dig-in Day’.

**Action**

**The parish clerk to send the relevant information to Cllr Holly East to discuss with the volunteer tree warden for the village.**

**b) The Great Pumpkin Challenge**

LPC has agreed the vacant allotment plot can be used by children in the village to plant and nurture pumpkin seeds. The proposal is to stage an event in the autumn to award prizes for the best pumpkins produced. The £15 fee for the allotment would be

waived.

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**Action**

**Parish clerk to notify the organiser of LPC’s agreement to the proposal.**

c) **New Neighbourhood Watch signs**

Parish councillors agreed that the parish clerk should find out the prices for a set of new signs for the village as the old displays are looking rather weather worn.

**Action ongoing**

The meeting ended at 9.00pm. The next meeting of Lyddington Parish Council 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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