

LYDDINGTON PARISH COUNCIL

Minutes of a Parish Council Meeting held in Lyddington Village Hall
on Wednesday 5 March 2008 at 19:30

Present: Cllr H Tassell (Chairman) Cllr D P Sugden
Cllr R H Clarke Cllr E L-A Straw
Cllr A Marshall
Ms E A Hobley (Clerk)

**Members of the village
in attendance:** Mrs T Elliott
Mr E Moss

PRELIMINARY MATTERS

1. **Questions and comments from the floor:** None.

2. **Community Gardening Project**

Ms Angela Farrell, co-owner of the Lyddington Pre-School, presented her vision for a Community Gardening Project in Lyddington. This focused primarily on providing a community area for all, which would be fully inclusive and accessible to everyone in the village, regardless of age and situation. This could potentially draw on funding from various organisations in Rutland, including the Melton Lottery.

Comments were made that this was an aspirational project and the Parish Council was supportive of the proposal in principle. To enable further consideration, however, a full written project plan will be required including full costings for the project and details of the size of the area required. The plan should also address planning implications and building restrictions if a polytunnel is required (since Lyddington is a conservation village) and also demonstrate how this would be a community asset. A suitable area of the playing field, next to the current allotments, was discussed and Cllr Clarke agreed to measure the area.

The Pre-School had also applied to take one of the allotments and Ms Farrell asked if raised beds and hard standing could be accommodated on it. It was **agreed** that both were acceptable, in principle, but before permission could be given a formal request is needed, specifying the materials to be used and the height of any raised beds, to ensure that fair consideration is given to the effect these may on the other allotment holders.

Actions: Measure potential site for community gardening project (HC)

2. **Apologies for absence:** Cllrs I C Canadine and S G Griffiths-Baker

3. **Declaration of Interests:** There were no interests to declare.

4. **Minutes** of the Meeting held on 2 January 2008 were approved as a correct record and signed by the Chairman.

5. **Matters Arising:** The Council considered the schedule of matters arising from previous meetings including:

5.1 *Historical Parish records:* Cllr Sugden is reviewing the retained documents to identify those for safe custody. The Clerk explained the costs of the safekeeping facility provided by Barclays (Barclaysafe), being £1.50 per envelope per month and £10.00 per withdrawal, which were noted. There was likely to be three envelopes (maximum) for safe custody and it was **agreed** that these should be lodged with Barclaysafe.

Action: Identify the documents for safe custody and lodge with Barclaysafe (Clerk, DS)

5.2 *Planning Applications:* Cllr Clarke reported on plans to improve the street lighting at 69 Main Street and confirmed that, in addition to the erection of a new pole, he was arranging for a light to be affixed on the cottage next to number 69 (which he will pay for).

Action: Speak to Mr Gadsby about ensuring the lights on the scaffolding at the development are kept in working order at all times (HC)

The Clerk had reiterated the Parish Council's concerns about the rise in retrospective planning applications in the village to the Planning Department at Rutland County Council (via Ms Carolyn Cartwright).

Action: Chase response from RCC Planning Department regarding the fence at 39 Main Street (Clerk)

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- 5.3 *Playing Field Charity Trust:* Cllr Sudgen and the Clerk had reviewed the trust documentation and noted an ambiguity as to whether the Parish Council (as a legal entity) or the individual Councillors (ex Cllr Clarke, who had resigned as a trustee) were the trustee(s).

Action: Determine the correct position with respect to the trustee(s) of the Trust (DS)

- 5.4 *Notice Boards:* Noted that Cllrs Canadine and Marshall had refreshed the Parish Council notice board at The Old White Hart and that a planning application for a new Music in Lyddington notice board, at the same site, is expected. This, and the WI notice board, will be painted the same colour as the PC notice board.

- 5.5 *Grass Cutting:* Noted that Mr Hickinbotham is due to have a knee operation and will be unable to cut the grass on the Green for some time. Messrs Peter Lawson and Brian Stokes had been nominated to provide cover while Mr Hickinbotham was unavailable.

Action: Confirm arrangement with Messrs Lawson and Stokes and thank them for their assistance (Chairman)

- 5.6 *Litter Bins:* Cllr Canadine had recommended the purchase (from Glasdon) of two Super Trimline 50 HSL bins in black with black hoods (one with post mountings and one with wall mountings), one to be mounted instead of the existing green bin near the notice board at The Old White Hart and one on the bus shelter. The cost would be circa £170. The purchase was approved.

Action: Order litter bins from Glasdon (Clerk)

REGULAR REPORTS

6. Playing Field

A report was received from Cllr Canadine in his absence. Noted that the mole hills in the small children's play area had been levelled but that there may be more work needed to level the rubber matting.

In line with the Parish Council's standing orders, three quotations had been sought for the maintenance of the playing field and cemetery for the 2008 season and received from:

- Spendlove Contracting (usual contractor, employed since 2004 without review)
- Vale Contract Services Ltd (RCC's new contractor, starting in April)
- PWP Group (who contacted the Clerk via the PC website)

It was considered and **resolved that** due to their previous good service and value for money, Spendlove Contracting will be reengaged for a further season.

Actions:

- Proceed with the repair of the safety surface when the weather is more amenable (ICC)
- Check the rubber matting in the small children's play area (ICC)
- Consider reseeding the small children's play area once the horse chestnut branch has been removed (ICC)
- Confirm decision of Parish Council to maintenance providers (Clerk)

7. Planning Applications

The schedule of planning applications was noted.

Noted that Rutland County Council is only required to publish notices for planning applications in the immediate vicinity of the proposed works, which may mean that applications of interest to the wider community (such as the recent application for the Marquess of Exeter) may be missed unless the Parish Council publicise them.

Agreed that:

- The Parish Council has a duty to make parishioners aware of planning applications that potentially affect the whole village but that any publicity should be purely factual (i.e. there should be no prejudgement by the PC).
- A policy for ensuring that parishioners are made aware of planning applications that potentially affect the village as a whole should be developed.

Action: Advise on a definition to identify planning applications that should be publicised to the whole village which can be used as the basis to develop a policy (SG-B)

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8. Finance

8.1 *Financial Position*

A report from Cllr Marshall on the Council's current financial position was tabled and noted. Various brokers (such as NatWest) were recommending clients "hold" HBOS shares. Therefore, in line with policy, the PC will continue to hold its HBOS shares. The Clerk also tabled a schedule with details of cheques issued since the last meeting.

8.2 *Clerk's Expenses*

The Clerk's salary for January and February 2008 was received and approved.

BUSINESS

9. Traffic in the Village

The Working Party to address speeding in the village had met twice since the last meeting and Cllr Marshall updated the meeting on their discussions. Participation in Community Speedwatch remained on schedule for May and speed monitors will be put in place both before and after the exercise. Cllr Straw reported that South Luffenham is looking to narrow the entrance to their village at one end with a gateway (at a cost of circa £1,500) and add speed indicator signs, with the village name, at the other. Research on the internet suggests that gateways do slow traffic and are complimentary to other calming measures as they indicate to drivers a change in road use. Speed tables have also been used in a back road in South Luffenham that had become a "rat run". They had received no complaints and have reduced traffic.

A letter to Mr Alan Duncan MP is being considered to address the fundamental problem of the increased development in the area impacting traffic. Gretton Parish Council is keen to join with Lyddington in this debate.

A draft letter to the Head of Highways at RCC, Mr Malcolm Ainley, regarding possible solutions for the village, had been circulated and comments received. It is intended that some concrete suggestions will be put to the Annual Parish Meeting at the end of May for consultation in principle, particularly with those who are directly affected.

The signage for the current water pipeline works was discussed. Concern was expressed that this was excessive and untidy, and that site traffic may be encouraged to come through the village.

Actions:

- Finalise the letter to Mr Ainley and send (**Clerk, AM**)
- Attend Gretton Parish Council's next meeting (**ICC, ES**)
- Consider writing to Mr Alan Duncan MP (**Working Party**)
- Prepare suggested solutions to present to the Annual Parish Meeting at the end of May (**Working Party**)
- Contact Anglian Water to establish recommended routes for site traffic (**Clerk**)

10. Village Questionnaire

So far, a total of 39 questionnaires (out of 153, being 160 less the 7 Councillors and the Clerk) had been returned.

Action: A summary of results will be prepared for discussion at the next meeting (**Clerk**)

11. Standing Orders for Contracts

The Parish Council's existing Standing Orders for Contracts were considered and it was **agreed**, that the lower limit of £500 remained viable but that the £1,500 limit should be increased to £3,000. This change, along with the introduction of some general Standing Orders for meetings, will be presented to the Annual Council Meeting at the beginning of May for approval.

Action: Amend Standing Orders for Contracts and draft Standing Orders for Meetings for consideration at the Annual Council Meeting (**Clerk**)

OTHER MATTERS

12. Clerk's items

12.1 *Membership Renewals:* **Resolved that** the annual subscriptions for 2008/09 for The Leicestershire and Rutland Playing Fields Association (£10.00) and the Friends of Rutland County Museum (£10.00) be renewed. It was decided that the Parish Council will not join the Rural Community Council nor the Leicestershire and Rutland Association of Local Councils on this occasion.

Action: Renew annual subscriptions as resolved (**Clerk**)

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12.2 *External Auditor:* Noted that by letter of 28 January, the Audit Commission proposes to appoint Clement Keys as auditor to Lyddington Parish Council for a period of five years, commencing with the 2007/08 accounts. Any comments were called for by 29 February 2008.

13. Annual Council and Annual Parish Meetings

The Annual Council Meeting will take place on Wednesday 7 May (statute requires this takes place in May each year) and needs to address statutory business such as the appointment of a Chairman for the period until the next Annual Council Meeting. It is also the proper forum for agreeing annual items of business such as the approval of accounts and reviewing existing policies and procedures.

The Annual Parish Meeting will take place on Wednesday 28 May (statute requires that this takes place annually between 1 March and 1 June – inclusive). All parish electors are entitled to attend and vote.

Action: Circulate draft agendas for comment (Clerk)

14. Village Newsletter

Agreed that the next newsletter should be produced for distribution in April/May. Initial thoughts on content would be, amongst other items: A report on the response to the Village Questionnaire; an advertisement of the Annual Parish Meeting at the end of May; participation in Community Speedwatch and other speeding issues.

Action: Co-ordinate the production of the next newsletter (ES)

15. Other matters *(at the discretion of the Chairman)*

15.1 *Power Cuts:* The meeting discussed the recent power cuts. Mr Moss commented that he understood that Central Networks are likely to be offering ex gratia payments to those affected as opposed to compensation. The problem of trees growing very close to electricity cables along Chapel Lane was also discussed.

15.2 *Redundant Street Furniture:* Mr Moss raised the problem of redundant street furniture on Uppingham Road.

15.3 *RCC Parish Council Forum:* Cllr Marshall reported on the recent meeting he had attended at Catmose (the papers from which had been circulated by the Clerk) and highlighted that although waste management for the area will now be handled at the new plant in Corby, shredded paper could not be processed there.

16. The next meeting will be held on Wednesday 7 May 2008 at 7.30 pm in the Village Hall (being the Annual Council Meeting).

The meeting closed at 21:45

Signed by Mrs H Tassell, Chairman on 7 May 2008

Chairman

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