

EDITH WESTON PARISH COUNCIL

Minutes of the meeting of the Edith Weston Parish Council (EWPC) held on Monday 4 January 2021

Attendance: Juliette Stuttard (JS) – Vice Chair, Chair of the meeting, Helen Wood (HW), Cathie Gwilliam (CG) - Clerk, Neil Farmer (NF), Andrew Lunn (AL), Peter Vickers (PV).

Visitors: County Councillors Gale Waller (GW), and Ken Bool (KB), Capt. Gary Rutherford, 1st MWD (GR), Peter Shephard (PS), Tommy's Close and 6 members of the public.

001/22. Apologies:

Julie Gray, Peter Coe, PC Pete Icke

002/22. Declarations of interest in items on the agenda.

None

003/22. Public Open Forum:

RCC Report. GW reported that the RCC budget was very tight with significant cuts to be expected.

004/22. Minutes of the last meeting Monday 29 November 2021. Please see **Appendix A** attached.

Resolved. To accept and sign both as a true record subject to the comments included in Peter Shepherds email attached. As **Appendix A, Cont/.... Amendments to previous minutes.**

005/22. Matters arising from the minutes not on the agenda

None

006/22. Update from the Army

GR reported that all staff back from Christmas break and the new Commanding Officer is now in place.

007/22. Neighbourhood Planning Committee update.

Invoice Urban Vision £5,040.00 to be paid as part of grant received last year. Copy attached to **Appendix B**

Design Codes are now being drafted and ready for consultation in the next few months. New grant for study on housing need is being applied for this week.

008/22. Tommy's Close (TC).

PS provided lengthy update the key points being:

Two bids have been returned and Augean grant requires three so they can't score the bids until they get a third bid. Changing the criteria after initial discussions with suppliers has delayed some bids. Without the Augean grant they will have not got enough money to do it. TC have kept them up to date and they hope not to lose the grant.

Project budget has been circulated to EWPC laying out the situation. £2000 for general upkeep. 58k is the budget to suppliers. Difference in bids due to change in scope due to concerns about noise dampening surface. TC meeting on Wednesday will be when they have to start making decisions.

PS asked if EWPC had any questions regarding the maintenance budget? EWPC confirmed that sustainability and value for money was their chief concern.

PS referred to the Risk register, which stored all comments from villagers and EWPC that had been circulated to EWPC and asked if they had any comments. PV commented that it was very transparent but there was a lot of red on it.

TC had looked at the carpet surface, but it was not going to work without some sort of caged or walled area so have come back to a tarmac surface. TC appreciate it will be noisier but on balance do they go for it or not?

PS confirmed that the field will be kept sheep free. Biffa will need to be contacted asap if there are to be no grazing. TC will make that decision on Wednesday.

TC are considering a design consultant to do ground survey to insure life of surface. Consultant will also do H&S and planning procedure. This will take money from the budget.

GW asked if TC has undergone preliminary conversations with the planners including the use of tarmac. PS confirmed that RCC were broadly in agreement with distance from gardens. They had objected to the small single ended mugga due to space. The tarmac had been moved as far back as possible. RCC not been formally approached yet. GW strongly advised TC to talk to RCC before requesting planning permission and asked if Peter Coe could help. It was confirmed that EWPC could not comment in his absence.

EWPC presented TC with the following questions:

- Is the Aegean bid dependant on us giving our approval to the project (design)?

Answer - No

- What were they key aspects of the consultation that were used to refine the requirements sent to suppliers?

TC to confirm.

- What is the update on disabled access?

Engaging consultant to look at disabled access.

- When will all of the bids be in and what criteria is being used to evaluate these - in particular value for money?

See RFQ

- Can the build be done in two phases - more specifically can the grant be drawn down in two phases?

Doing two projects will expand the costs.

- Have they considered further and concluded on the cost of ongoing maintenance?

Already covered above.

- From the research you have done and on the basis of the bids received so far what is the expected life expectancy of the equipment?
- When will you be applying for planning permission?

Full response to be supplied by the next EWPC meeting.

009/22. To discuss planning applications received:

2021/1430/CAT PROPOSAL - T1, pine to be removed.

3 Tyler Close Edith Weston Rutland LE15 8EX

Resolved. No objection. **CG** to action with the following comments: *The parish council would defer to the tree officer in regard to this application. We would request that the Tree Officer inspect the tree to ensure that all works are valid and necessary to avoid unnecessary destruction of trees.*

010/22. Traffic Management Focus Group.

Nothing to report other than concerns regarding the wall around the pub car park crumbling onto the pavement.

Action: **CG** to approach the pub landlord.

011/22. Traffic Management Focus Group.

Still chasing RCC for responses. **CG** to let residents who have asked about H Bars know the RCC procedure.

012/22. Finance:

- To note the current bank balance on the Parish Council's Accounts. **Appendix B** in draft attached separately with the final to be updated and presented at the meeting.

Resolved. Approval of report.

- Final approval Budget 2022/23. See **Appendix C** attached separately.

Resolved.

Proposed: Helen Wood

Seconded: Andrew Lunn

Vote - Unanimous

Approved and adopted.

- Approval of Precept application 2022/23. See **Appendix D** in DRAFT attached.

Resolved.

Proposed: Helen Wood

Seconded: Peter Vickers

Vote - Unanimous

Approved and adopted.

- VAT Q3 Claim - £98.44. Copy attached to **Appendix B**

Resolved. CG to action

013/22. To agree payment of invoices: Copies attached to **Appendix B**

- Hill Accountants, Payroll - £55.20

Resolved. To be paid. **CG to Action.**

014/22. To discuss correspondence received by the Clerk

- Anglian water meeting 18th Jan

Action. **CG** to attend and request Carparking and Anglian water lack of attendance to Rutland Water partnership meeting be added to the agenda.

015/22. To confirm the date of the next Parish Council meeting

To confirm the Parish Council meeting and committee schedule for 2022. See **Appendix E** attached.

Resolved. Approved and adopted. **CG** to publish

Next meeting will be Monday **31 January 2022**, 7.15pm at the Village Hall

Appendix A

EDITH WESTON PARISH COUNCIL

Minutes of the meeting of the Edith Weston Parish Council (EWPC) held on Monday 29th November 2021, Village Hall, 7.15pm

Attendance: Julie Gray (JG) – Chair , Juliette Stuttard (JS) - Vice Chair, Helen Wood (HW), Cathie Gwilliam (CG) - Clerk, Jenna Miles (JM) - Military Liaison, Peter Coe (PC), Neil Farmer (NF), Andrew Lunn (AL), Peter Vickers (PC).

Visitors: 5 members of the public including County Councillor Ken Bool (KB), Peter Shepherd (PS) and Ann Donaldson (AD) from Tommy Close Trustees.

151/21. Apologies

Gale Waller, PC Pete Icke, Gary Rutherford.

152/21. Declarations of interest in items on the agenda.

None

153/21. Public Open Forum

None

RCC Update from KB. RCC officers have started drawing up a new local plan but this will take some time. There is a meeting planned with MOD at RCC offices. KB confirmed that allocations will be looked at again. The Rutland Conversation feedback can also be used as supporting evidence.

154/21. Minutes of the last meeting Monday 25 October 2021. Please see **Appendix A** attached.

Resolved. To accept and sign both as a true record.

155/21. Matters arising from the minutes not on the agenda

None

156/21. Update from the Army

New Commanding Officer starts on Monday. The Army welfare unit has assisted in advertising village projects such as the film club and the poppy project.

157/21. Neighbourhood Planning Committee (NPC) update.

In light of RCC's decision to restart work on the Local Plan, DIO have requested the

opportunity to meet with the Edith Weston, North Luffenham, Empingham and Normanton Parish Councils, to discuss next steps regarding St Georges Barracks and its future following the military vacation in 2024. A meeting has therefore been arranged for Wednesday 15th December at 4.30pm – 5.30pm at the Rutland County Council Chambers. A representative from Edith Weston parish council will be attending.

The NP working group has been making progress with consultants ready to sign off on some of the documentation. The next working group meeting is on 14th December to go through the first draft of the design codes and templates for the final Neighbourhood Plan documentation.

158/21. Tommy's Close.

Update from PS. A forum has been set up with representatives from Tommy's close trustees, the Army, King Edwards Way residents and residents from the wider village as well and a children's representative involved in youth services. This forum was set up to get more input and feedback.

The biggest concern expressed in the feedback from the village was the hard surface and a carpeted surface is now being considered that will provide better sound proofing. This surface will be less durable and require more maintenance, but the trustees felt it was the right thing to do.

Questions asked included, will the budget cover the additional cost of the new surface? PS confirmed that as the mugs ends were no longer needed that would put money back into the budget. They will also save money by having no markings.

Is the 5 year warranty the same as the life expectancy of the surface? PS repeated that the surface was not going to be as durable as a tarmac surface. He was also asked if they had built in a yearly maintenance regime onto the budget? PS confirmed that the budget had not yet been finalised until the final design specification had been signed off by the forum. In conclusion the final points were confirmed.

- Design scope documents has to be agreed before it can go to suppliers for bids that can be submitted to Augean for funding.
- Parish Council confirmed that will analyse the bids once they come back and will comment via email as this will have to be before the next parish council meeting in January.
- Layout and village feedback can go on the parish website.
- It was confirmed that disabled access would be a legal requirement as part of the planning process.

159/21. To discuss planning applications received

2021/1324/CAT PROPOSAL: T1 - 1 no. Sycamore - GPO cable chafes on branches. T2 - 1 no. Ash damaging old pigsties. T3 - 1 no. Double Ash - Top part damaged wants removing to let others develop. T4 - 1 no. Double Ash - Rotten on top. T5 - 1 no. Tree - Fell as may damage wall. No. 6 - 1 no. tree - Top broken.

The Spinney 22 Rectory Lane Edith Weston Rutland LE15 8HE

Comments by 30 November

Resolved. No objection. **CG** to action with the following comments: *The parish council would defer to the tree officer in regard to this application. We would request that the Tree Officer inspect the tree to ensure that all works are valid and necessary to avoid unnecessary destruction of trees.*

2021/1327/CAT PROPOSAL: 1 no. Horse Chestnut - Fell, stump ground away.

Lakeland Lodge 23 Weston Road Edith Weston Rutland LE15 8HQ

Comments by 30 November

Resolved. No objection. **CG** to action with the following comments: *The parish council would defer to the tree officer in regard to this application. We would request that the Tree Officer inspect the tree to ensure that all works are valid and necessary to avoid unnecessary destruction of trees.*

2021/1207/FUL PROPOSAL: Careful demolition and rebuild of existing outbuilding due to structural issues faced. Old Hall Coach House 31 Weston Road Edith Weston Rutland LE15 8HQ

Comments by 3 December

Resolved. Comment once update from planning officer has been received.

2021/1326/DMP PROPOSAL: Proposed demolition of property 6 St Marys Close. Weston Lodge 6 St Mary's Close Edith Weston Rutland LE15 8HF

Comments by 3 December

Resolved. No comments.

160/21. Update on environmental issues in the Parish:

Well Cross TPO Tree work has been completed.

Cleaning of various street furniture. Quote for £160 has been approved via delegated powers and has been booked in for early December.

161/21. Traffic Management Focus Group.

No update

162/21. Finance:

- To note the current bank balance on the Parish Council's Accounts. **Appendix B** in draft attached separately with the final to be updated and presented at the meeting.

Resolved. Approval of report.

- Budget 2022/23. See **Appendix C** in draft attached separately.

Resolved. Approval and adoption to confirmed after clarification on Grass cutting budget is correct and includes increased area. Also need to have a look at contingencies to make sure they are adequate.

- Change of Bank Account update.

CG confirmed that HSBC have withdrawn their Community bank account. She has made every effort to find a new bank account that provides for the Community nature of our business and had found Barclays to be the best but they are not taking transferred accounts at the moment due to staffing shortages.

Actions. CG to ask LRALC for further advice. Also look at Melton Mowbray building society.

163/21. To agree payment of invoices: Copies attached to **Appendix C**

- Colemans office supplies/printing - £57.78

Resolved. To be paid. **CG to Action.**

164/21. To discuss correspondence received by the Clerk

- Green Space King Edwards Way. See email attached Appendix D
Cllr Gale Wallers email regarding this was read to the council ad is attached
Action Point. Parish Council to monitor the situation and reconsider action if the problem persists.

165/21. To confirm the date of the next Parish Council meeting

Monday **10 January 2022**, 7.15pm at the Village Hall

Appendix A, Cont/.... Amendments to previous minutes

From: Juliet Stuttard <julietstuttard@gmail.com>

Sent: 13 September 2021 17:30

To: Peter Shepherd <Peter.Shepherd@processsensing.com>

Cc: PETER COE <cirrusconsultancy@btinternet.com>; Edith Weston Parish Council <ewpcclerk@gmail.com>; Julie Gray <juliewhkl@gmail.com>; Helen Wood <helen.woodew@gmail.com>; Andrew Lunn <Lunnandrew58@gmail.com>; Neil Farmer <Neil.Farmer@idverde.co.uk>

Subject: Re: Parish Council - Minutes of our last meeting

CAUTION: This email originated from outside of Process Sensing Technologies. Do not click links, share login details or open attachments unless you recognise the sender and know the content is safe.

Pete

Thanks fir your comments - I will make sure the minutes are updated.

I am sure Peter C will be happy to help.

Kind regards

Juliet

Sent from my iPhone

On 13 Sep 2021, at 17:23, Peter Shepherd <Peter.Shepherd@processsensing.com> wrote:

Juliet

Firstly, with Helen W as the PC representative on the TC team it has helped greatly with understanding and communication with PC feedback already taken onboard

1. The notes you provided are a factual representation of what was discussed at the meeting, but does not include my feedback at the meeting that the PC had already been made aware of the vison and 2 stage plan

as part of the Augean bid. The bid was viewed and amended at that time by the PC and then a final bid version circulated to the PC (2 members) after the bid had been made

This needs to be noted within the minutes of this meeting – for future reference for all parties PC, TC and villagers

2. After the fixing of the Design RFQ (scope) within 1.5 weeks, we would like to then ask Peter C for advice on advice on planning, if possible

Best regards,

Peter

From: Peter Shepherd

Sent: 29 November 2021 15:45

To: anneedonaldson@yahoo.co.uk

Subject: Key notes for tonight - this is key matter

115/21. Tommy's Close Update:

Grant application. Peter Shepperd, Chair of the Trustees was in the public forum and took part in the lengthy debate.

Key points of the debate were :

- It was noted that the grant being applied for now is for the two phases not just phase one (replacing the younger children's play area) - this represents a significant change
- We discussed that whilst the PC would support urgent replacement of younger children's area, we would ask that build is split into two phases with full consultation with residents on both phases before planning permission is sought. This is especially needed by those whose properties neighbour the play area.
- The quotes obtained appear to be different in nature due to exact requirements not being provided in advance to the suppliers (so like for like quite could have been obtained). However we understand urgency.
- We noted the letter from RCC setting out require us to comply within the conservation area that the village is within which we would fully endorse.

Key actions required by Tommy's Close Trustees:

- To seek the advice of Neil Farmer & Peter Coe on the quotes that they have to enable a plan to be constructed to get like for like quotes.
- Phase 2 suggests that a hard play area be built - evidence that this was wanted by residents needs to be presented. Urgent consideration to be given to the following:
 - no or lower wood fencing around the area (as this would mitigate the visual and environmental impact)
 - a grass or sound dampened surface rather than hard surface
 - just one multi- sports goal / basketball end
 - an array of 'multi age' exercise equipment to cater for every generation
- Disabled access needs to be a top priority for any design (as this is inadequate at the moment).

The Parish Council voted in favour of approving the grant IN PRINCIPLE subject to the above actions and the following conditions:

- Subject to a cap of £4,500.
- Key points above regarding phase 2 to be considered.
- Planned use of the funds meet Community Infrastructure Leve (CIL) criteria.
- Disabled access to be addressed as a separate agreement.
- The donation will be subject to a planning application and subsequent consent by the Parish Council and RCC.
- The donation will be held by the Parish Council and paid on invoice when the work has been completed.

Subject: Parish Precepts 2022-23

Date: Monday, 20 December 2021 at 11:32:04 Greenwich Mean Time **From:** RCC Finance

To: Edith Weston PC Clerk

Attachments: Edith Weston.docx

Hello,

Please find attached your Parish Precept form for 2022-23, which needs to be completed and returned to me by Monday 17th January 2022. The form should be completed electronically and returned to

rccfinance@rutland.gov.uk.

The 2022-23 **draft** tax base for your parish is 331.54

Please note this is a draft figure, it is awaiting approval. However significant change is not expected and I am sending it to you for use during the precept setting process. I will let you know when the tax base has been approved.

If you have any queries please let me know

Kind regards

Claire

Claire Burgess | Finance Business Partner Rutland County Council
Catmose, Oakham, Rutland LE15 6HP
t: 01572 758851 (ext 8851)

e: cburgess@rutland.gov.uk www.rutland.gov.uk

RUTLAND COUNTY COUNCIL
PARISH PRECEPTS 2022-23

Edith Weston Parish Council

Please return by email to rccfinance@rutland.gov.uk
FAO Claire Burgess, Finance Business Partner by 17 January 2022

<u>Precept Requirement</u>		
Net Parish Precept 2021-22		21,606.20
Increase in Budget – Brief Detail		
N/A		

Reduction in Budget – Brief Detail		
N/A		
Precept Required for 2022-23		21,606.20

<u>Bank Details</u>	
Bank Name	
Bank Branch Address	
Sort Code	
Account Number	

Signature of Parish Clerk / Representative

Appendix E

Schedule of meeting dates for 2022

Edith Weston Parish Council	Edith Weston Neighborhood Plan Committee	Edith Weston SGB Committee	Parish Council Forum
Members: Julie Gray (JG) – Chair Juliet Stuttard (JS) – Vice Chair Peter Coe (PC) Neil Farmer (NF) Helen Wood (HW) Andrew Lunn (AL) Peter Vickers (PV)	Members: Julie Gray (JG) – Chair Peter Coe (PC) Andrew Lunn (AL) Les Allen (LA)	Members: Julie Gray (JG) – Chair Juliet Stuttard (JS) Peter Coe (PC)	EWPC representative: TBC
Dates: 10 January 2022 31 January 2022 28 February 2022 28 March 2022 25 April 2022 5 May 2022 APM 30 May 2022 27 June 2022 25 July 2022	Dates: 10 February 2022 8 March 2022 12 April 2022 10 May 2022 14 June 2022 12 July 2022 9 August 2022 13 September 2022 11 October 2022	Dates: TBC	Dates: 1 or 2 March 2022 TBC 22 June 2022 7 September 2022 7 December 2022 Parish Clerk/RCC Liaison Meeting

22 August 2022 26 September 2022 31 October 2022 28 November 2022 9 January 2023 AMP – Annual Parish Meeting	8 November 2022 13 December 2022 17 January 2023 Some meetings will be working group meetings and not open to the public.		9 February 2022
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