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# *EDITH WESTON PARISH COUNCIL*

### 4 Normanton Cottages, Empingham Road,

### Normanton, Rutland, LE15 8RW

22 November 2022

Dear Council Member

The next meeting of Edith Weston Parish Council is to be held on **Monday 28 November 2022** at 7.15pm, in the Village Hall. The Agenda is set out below.

**We will be holding this meeting in the Village Hall and the following guidelines must be adhered to:**

* **Please use the hand sanitiser provided on entry and exit from the building.**
* **Face coverings are provided.**
* **Social distancing should be adhered to at all times.**

It would be advisable to take a Lateral Flow Test before attending the meeting.

***Cathie Gwilliam***

Cathie Gwilliam

Clerk to the Council



# AGENDA

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| 189/22. | Apologies: AL | CG |
| 190/22. | Declarations of interest in items on the agenda. | JS |
| 193/22. | Public Open Forum: | JS |
| 194/22. | RCC Report | GW/KB |
| 195/22. | Minutes of the last meeting Monday 31 October 2022. Please see **Appendix A** attached.  | JS |
| 196/22. | Matters arising from the minutes not on the agendaDomain Name Edithweston.org has been purchased and website will be transferred in due course.  | JS |
| 197/22. | Update from the Army | JM |
| 198/22. | Neighbourhood Planning Committee update. * Officers Mess Consultation Update.
* Request to update parish council on cascade initial findings (possible extraordinary meeting required)
* Settlement Hierarchy Methodology Engagement
 | PCPC/PVJS |
| 199/22. | Forum Updates |  |
| 200/22. | Clerk Recruitment Working Party Update: Handover of loaned equipment competed.New clerk Sara Glover due to take over on 1st December after handover period currently underway.Approve the submission of invoices to cover overtime completed by both outgoing and incoming clerks during handover period (to be submitted at January meeting).  |  |
| 201/22. | Parish Councillor Vacancy (Norman Milne)Advertising and recruitment and criteria. Qualifications for office are in LGA 1972 section 79 <<https://www.legislation.gov.uk/ukpga/1972/70/section/79>>The councillor will be summoned to all meetings but may send apologies. If they do not attend any meetings for six months in a row and their apologies are not accepted, they will be disqualified and lose their seat. See our guide <<https://www.leicestershireandrutlandalc.gov.uk/how-to.html>> How to record councillor non-attendance at meetings. | JS |
| 202/22. | Parish Representation, Volunteers for:* AED Training.
* Empingham Medical Centre PPG.
* Community Speed Watch 2023. Please see **Appendix B**
 | JS |
| 203/22. | To discuss planning applications received: **2022/1252/FUL** **PROPOSAL: Replacement windows/doors and removal of glazed gables**3 Rectory Lane Edith Weston Rutland LE15 8HEComments by 28 November 2022 **2022/1279/PSP PROPOSAL: Installation of 100 PV roof mounted panels to existing pitched roof, on the South face, approximately 37.5W**Rutland Sailing Club Gibbet Lane Edith Weston Rutland LE15 8HJComments by 2 December 2022**2022/1139/FUL PROPOSAL: Retrospective siting of a wooden refreshment kiosk.** Land Near Normanton Church Normanton Park Road Normanton Rutland.Comments deadline expired. | PC |
| 204/22. | Update on environmental issues in the Parish:* The Pingle stile at the Normanton Road end now completely broken. When this was raised with RCC they said it was not broken enough to warrant work.
* Tree Survey
 |  |
| 205/22. | Finance:To note the current bank balance on the Parish Council’s Accounts**. Appendix C** in draft attached separately with the final to be updated and presented at the meeting.* Draft budget for approval. Please see **Appendix D**
* Possible Precept increase.
* Scouts Grant application for approval. Please see **Appendix C**
 | CG |
| 206/22. | To agree payment of invoices: Copies attached to **Appendix C*** External Audit - £240
* RCC Street Lighting Recharge - £2156.20
* Community Heartbeat Defib pads – £52.80
* Dog poo bin - £368.41
 |  CG |
| 207/22. | To discuss correspondence received by the Clerk. Copies attached to **Appendix E*** Ketton & Tinwell Neighbourhood Plan Consultation. LINK
* Village Hall Broad Band
* Increased Street Lighting recharge from RCC. RCC recommending the PC budget for a 69% increase in cost of street lighting for 2023/24
* MOD reply to questions regarding Officers Mess consultation
 | CG |
| 208/22. | Draft 2023 Council Meeting Schedule subject to pending elections confirmation. See **Appendix F*** Monday **9th January 2023**, 7.15pm, Village Hall.
 | JS |
|  | Please note that all parish council meetings may be recorded for minuting preposes. |  |
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If you are unable to attend this meeting, please let a member of the Parish Council know as soon as possible.

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Appendix A

***EDITH WESTON PARISH COUNCIL***

**4 Normanton Cottages, Empingham Road,**

**Normanton, Rutland, LE15 8RW**

Minutes of the Edith Weston Parish Council meeting held on 31 October, 2022

Attendance: Juliet Stuttard (JS) chair, Helen Wood (HW), Neil Farmer (NF), Peter Coe (PC), Andrew Lunn (AL), Peter Vickers (PV) vice chair

Visitors: Six members of the public, including County Councillor Gale Waller (GW)

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| 171/22.  | Apologies: Cathie Gwilliam (clerk), Ken Bool (councillor), Jenna MIles (Army liaison) |  |
| 172/22.  | Declarations of interest in items on the agenda.  | **None** |
| 173/22.  | Public Open Forum: additional subject added to 178/22 discussion of EWPC response to Tommy’s Close planning process |  |
| 174/22.  | RCC Report (GW)1. Local Plan: call for sites stage completed. List of offers unlikely to be made public at this stage
2. Dentistry: Scrutiny ctte/NHS meeting regarding low level of dentistry, exacerbated by withdrawal of My Dentist from NHS roster.  My Dentist had been responsible for 25% of total. Contract terminated, according to My Dentist, because of excessively slow decision-making on operational and financial questions.
3. The Parks School, Oakham, is to close under review of Rutland SEN needs.
4. Approval of financial strategy expected early November
5. Waste strategy: current contract to be extended

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| 175/22.  | Minutes of the last meeting Monday 26th September 2022. Please see **Appendix A** attached.  Extraordinary meeting Wednesday 5 October  2022. Please see **Appendix B** attached | **Resolution:**Approved**Resolution:**Approved |

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| 176/22.  | Matters arising from the minutes not on the agendaPlanning items added to agenda: 1. application **2022/1213/MAO** for 62 additional dwellings (181/22)
2. MOD invitation re Officers’ Mess (178/22)
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| 177/22.  | Update from the Army - no representative present (apologies received)  |  |
| 178/22.  | Neighbourhood Planning Committee update.  1. Preliminary meeting with DIO/MOD re Officers Mess 4.11.22
2. Working group meeting 8.11.22 finalizing local plan, ahead of public consultation
3. MOD/Prince’s foundation ‘Enquiry by Design’ Drop In Consultation November 22-23.

**Resolutions:*** Letter to be sent to MOD/Cascade declining invitation at this point, owing to lack of notice and transparency.
* In case of Cascade not prepared to move the meeting dates, PC (22.11)and PV (23.11) will attend
* Chair of N.Luffenham PC to be advised of our stand
* Survey of village to be launched
1. Consultation on Speculative Applications - response compiled by JS/AL/PV and submitted
2. EWPC response/ approved TC application. **Resolution:** Complaint procedure to be activated against RCC/planning over false and harmful allegation EWPC failed to respond to request for information.
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| 179/22.  | Forum Updates 1. RCC Clerks Forum minutes. Noted
2. Rutland Water Partnership: agreement to continue to try to make this a useful forum to influence policy. Review after next meeting in December
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| 180/22.  | Clerk Recruitment Working Party Update:  The interview process has identified a preferred candidate, for discussion in closed session (1878/22)Handover of loaned equipmentPC is ready for return, to be coordinated with lender. |  |
| 181/22 | 181/22. To discuss planning applications received: **2022/1184/CAT PROPOSAL: Norway maple tree re pollard to lower historic cut point.** 17 Well Cross Edith  Weston Rutland LE15 8HG**2022/1213/MAO: 62 no. dwellings,landscaping and open space with all matters reserved except access. Land To The East Of Normanton Road Edith Weston Rutland**Letter to Anglian Water to bring this to their attention | **Resolution**: support without comments**Resolution:**Objection on multiple grounds |
| 182/22.  | Update on environmental issues in the Parish1. Dog waste bin order for entrance to TC, chasing order
2. Tree audit in progress. Possible agenda item for next meeting.
3. Hedge near the school is overgrown, and potentially dangerous.

**Resolution**: Case to be opened with Fix My Street  |  |
| 183/22.  | Finance: 1. To note the current bank balance on the Parish  Council’s Accounts**. Appendix C** in draft attached
2. Budget setting working group. Membership of group to be reviewed
3. Village Hall Broadband. Not discussed
4. Zoom Account acquisition. Not discussed
 | **Resolution:** approval of report |
| 184/22.  | To agree payment of invoices: Copies attached to  | **Resolution:** approved |

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|  | **Appendix C**1. Biffa Grass cutting Aug/Sep – 287.86
2. Max Wealth Accountants (Previously Hills)  Payroll - £55.20
3. Parish street lighting additional charge (see letter in  appendix D) - £88.22
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|  | 185/22. To discuss correspondence received by the Clerk.  Copies attached to **Appendix D**• Changes to HSBC terms & Conditions. • Manton Planning application. • RCC Changes to street lighting charges.  • Invitation to Festival of Remembrance. • Changes to Scribe subscription.  | **Noted** |
| 186/22.  | Next Parish Council  meeting. * Monday **28th November 2022**, 7.15pm, Village Hall.
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| 187/22.  | Closed Session – Appointment of new clerk  |  |
| 188/22 | 1. Approval of recommended candidate (subject to references)

Proposed: Peter VickersSeconded: Juliet StuttardVote: Unanimous1. Approval of candidate’s interview expense claim @ 0.45/mile
 | **Resolution:**approved**Resolution**approved |
| All appendices and attachments can be found by using the following link https://www.edithweston.com/Contents/ContentItems/4frn2snv8ewtr1pz0591zqrwma |

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Appendix B

**Rutland County Council Community Speed Watch:**

**Working together to reduce speeding in our county**

**What is Community Speed Watch?**

Community Speed Watch is a scheme that enables trained volunteers to monitor speeds of vehicles within a given area. This data can then be shared with the police and the authority to take action where appropriate.

**Why take part?**

The rurality of our county means that we have a wide range of road users; we want to make our roads as safe as possible for all to enjoy; speed is frequently the factor that reduces this sense of safety; excess speed is a commonly reported concern from our residents.

We recognise that concerns about speeding is a key issue across our county. When issues have been raised, accident data has shown a disparity between what’s on record and what has been noted by residents. This is an opportunity to add data to the anecdotal evidence. The police and the authority have limited resources; by taking part in this scheme we can generate a comprehensive picture of speeding within our communities, ensuring that resources can be focused on the right areas with the greatest impact.

Our aim is ‘Vision Zero’: we move towards having no serious or fatal accidents on our roads. Driver error can never be completely eradicated but we can make sure we reduce the opportunity for poor decisions with targeted use of resources in ‘problem’ areas.

**Getting started:**

**What do you need to do?**

1. Establish a group of willing volunteers. (Smaller villages may wish to combine resources; a minimum of 12 people advised; three people at any one time has been found to be the number that works the best for a given session). Pass a minuted resolution of support at your Parish / Town Council meeting.
2. Identify where, ideally, you wish to monitor speeds (an existing maximum speed limit of 30mph – anything higher will be deemed too dangerous) the most popular historically has been the 30 mph areas but you may wish to consider any 20mph zones however the police do not enforce in these zones so it would be a case of collecting data to monitor effectiveness of these zones.
3. Consider when you would like to conduct your speed survey. For example do you have a school and you believe there are issues with speeding around school pick up times? Are there particular weeks / months in the year where speeding is noted as being a problem e.g. the summer months?
4. Contact travel4rutland@rutland.gov.uk and let them know you would like to take part, with accompanying minute of resolution.
5. Discuss with other local Parish Councils the opportunity to work as a cluster to share and manage the equipment on a local basis
6. Advise your insurers that trained Councillors and/or members of the public will be engaged in an authorised Speed Watch programme.

**What will we do?**

1. Conduct a risk assessment of your preferred area(s) for conducting a speed survey. The safety of volunteers at all times is of paramount importance.
2. Liaise with the police to train your volunteers to be able to conduct the speed survey safely and effectively. (This will include how to use the speed gun, where to stand, in effect the dos and don’ts, accurate recording of data, and what to do with the data at the completion of a session).
3. Erect and remove signs in the village stating that community speed watch is taking place.
4. Establish a timetable of speed surveying
5. Provide you with the necessary equipment on a loan basis to conduct your surveys.

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**Appendix C attached separately**

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**Appendix D attached separately**

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**Appendix E**

 **Rutland County Council**

District Council

**Notice of publication of the Ketton & Tinwell Neighbourhood Development Plan**

**Regulation 16 - The Neighbourhood Planning (General) Regulations 2012 (as amended) and the Localism Act 2011**

**Ketton & Tinwell Neighbourhood Plan - Submission Draft**

Ketton Parish Council has have submitted their Draft Neighbourhood Plan to Rutland County Council for examination by an independent examiner. The Plan Area covers the parishes of Ketton and Tinwell.

A copy of the Draft Neighbourhood Plan and supporting information is available to view on the Council’s website https://www.rutland.gov.uk/my-services/planning-and-building-control/planning/neighbourhood-planning/ketton-and-tinwell-neighbourhood-plan

Hard copies are also available for inspection at the following places:

Rutland County Council Offices, Catmose, Oakham, Rutland, LE15 6HP

Ketton Library, High Street, Ketton, Rutland PE9 3TE

* • Library lounge: Mon, Tue and Thurs 10am - 4pm
* • Library times: Wed 9-1 and 1.30 - 4, Fri 9-1 and 1.30 - 5, Sat 9-1

Tinwell Village Hall, 26 Crown Lane, Tinwell, Rutland, PE93UF

* • By email tinwellclerk@btinternet.com to arrange access to view the Plan document

Any representations on the Draft Neighbourhood Plan must be made to Rutland County Council during the 6-week period starting **on Friday 11th November, ending at 4.30pm on Friday 23rd December 2022**.

Representations may be submitted by email to localplan@rutland.gov.uk or sent in writing to:

Mr R Ranson, Planning Policy Manager, Rutland County Council, Council Offices, Catmose, Oakham, Rutland LE15 6HP

All representations received by the Council during the 6-week period will be passed to the independent examiner appointed by the Council to carry out the examination of the Neighbourhood Plan.

Please be aware that all comments received will be publicly available and may be included on our website (personal contact details will not be published)

Any representations may include a request to be notified of Rutland County Council’s decision under Regulation 19 (making a plan) in relation to the neighbourhood development plan.

Further information is available on the Council’s website www.rutland.gov.uk/neighbourhoodplans. For enquiries, please e-mail localplan@rutland.gov.uk or telephone 01572 722577.

Penny Sharp

Director of Places - Friday 11th November

Current broadband speeds at the Village Hall are in breach of the grant funding from RCC for the parish council to supply broadband in public buildings. Current speeds with Zen are only producing 36.1mbps well under the minimum 100mbps required.

To avoid being tied into another 24 months contract the Parish Council would like to recommend that the Village Hall committee switch from the current Zen account paid for by the parish council to their own BT account as detailed below.



This action will bring the parish council back in line with the terms of the original grant received.

10 November 2022

Dear sir or madam,

We are writing to you to let you know about the impact of rising energy costs on Community Street lighting cost predictions for the financial year starting 1st April 2023. Whilst prices have not yet been set, we are aware that they are predicted to rise significantly again in the next financial year.

The forecast provided, although not fixed, is the latest prediction we have been provided with by Crown Commercial Services (CCS) who inform us of potential changes. Costs for 22/23 were only fixed in May 2022, so at this stage it is not known when we will have exact figures to share with Parish and Town Councils.

Rutland has the contract for street lighting and the cost of this is then allocated to Towns and Parishes based on their energy consumption and an allocation of non-energy costs.

As the economic climate continues to be challenging and energy prices globally have been increasing, our suppliers have suggested that energy costs will increase by 69% on current costs and non-energy costs are also expected to increase. We therefore recommend that Towns and Parishes budget for these increased costs in setting the precept for 2023/24.

Yours faithfully,

**Rutland County Council Highways Team**

highways@rutland.gov.uk | [www.rutland.gov.uk/highways](http://www.rutland.gov.uk/highways)

15 November 2022

Cathie Gwilliam

Clerk, Edith Weston Parish Council

Via email: ewpcclerk@gmail.com

Dear Cathie Gwilliam,

Thank you again for the opportunity to attend the council meeting on 3 November. I hope our input helped to answer some of the initial questions councillors have regarding our plans for the Officers’ Mess site.

I recognise that a number of points were raised regarding the forthcoming consultation and I therefore wanted to provide some further detail to help to clarify our engagement programme for the Officers’ Mess site.

As you are aware, we are starting our consultation with an informal workshop, known as an Enquiry by Design, which is being facilitated by the Prince’s Foundation. We are delighted that you can attend the workshop as we are very keen to ensure that a broad range of community representatives contribute across the two days.

Unlike a typical consultation, where plans would simply be presented to the public for comments, an Enquiry by Design aims to achieve a level of consensus as to the type, form and nature of potential development and form a vision for the site through collaboration.

Broadly the Enquiry by Design is managed as follows:

− At the start of the two-day workshop, there will be a series of presentations to bring everyone to the same position of information about the site.

− The Prince’s Foundation will then run a series of exercises and discussion forums with stakeholders to understand the existing character of Edith Weston/Rutland area and what local people would like to see from development.

− The workshop also includes a community drop-in event which invites residents to feed into the process at an early stage by sharing their thoughts on any development and their aspirations. Everyone is welcome to attend the event which is being held at Edith Weston Village Hall on 22nd November from 5.30pm – 8pm.

− There will be a feedback session in the New Year to update the community and report on the findings of the workshop. This is open to the public and will also

provide a further opportunity for people to engage with the team if they were unable to attend the first event.

Everyone can contribute their own observations and opinions to the workshop sessions and drop-in event, which will be developed through the workshop process to establish key principles and a vision for the site. Key to the process is also balancing a number of issues and constraints linked to the site, including cost and viability, environmental aspects, planning policy and building regulations, to ensure any development is deliverable.

We are still at an early stage of the planning process for the Officers’ Mess site. The outputs of the Enquiry by Design will influence the Outline Planning Application which will be submitted next year, with detailed design carried out by the future developer. The community will be consulted again at that point on the evolved plans.

Should you have any further questions, please do get in touch with James Ryley on James.Ryley321@mod.gov.uk.

Yours sincerely,

James Ryley

Principal Estate Surveyor

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**Appendix F**

**EDITH WESTON PARISH COUNCIL**

**4 Normanton Cottages, Empingham Road,**

**Normanton, LE15 8RW**

**Schedule of meeting dates for 2023**

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| --- | --- |
| Edith Weston Parish Council | Edith Weston Neighborhood Plan Committee and working group |
| **Members:**Juliet Stuttard (JS)– ChairPeter Vickers (PV) – Vice ChairPeter Coe (PC)Neil Farmer (NF)Helen Wood (HW)Andrew Lunn (AL)VACANT | **Members:**Peter Coe (PC) – ChairAndrew Lunn (AL)Les Allen (LA) |
| **Dates:**30 January 202327 February 2023 27 March 202324 April 20235 May 2023 **APM**22 May 202326 June 202331 July 202321 August 202325 September 202330 October 202327 November 20238 January 2024 | **Dates:** 17 January 20237 February 20237 March 202311 April 20239 May 202313 June 202311 July 20238 August 202312 September 202310 October 202314 November 202312 December 202316 January 2024Some meetings are working group meeting and not held in public |

For up to date information please see Parish Council meeting calendar on the village website at <https://www.edithweston.com/meetings>

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Kind regards,

***Cathie Gwilliam***

Edith Weston Parish Council Clerk

01780 460128

ewpcclerk@gmail.com

[www.edithweston.com](http://www.edithweston.com/)

