



# EDITH WESTON PARISH COUNCIL

4 Normanton Cottages, Empingham Road,

Normanton, Rutland, LE15 8RW

15 February 2021

Dear Council Member

The next meeting of Edith Weston Parish Council is to be held on Monday 22 February 2021 at 7.15pm. The Agenda is set out below.

Topic: **Edith Weston Parish Council Meeting**

Time: **Feb 22, 2021 07:15 PM** London

Join Zoom Meeting

<https://us02web.zoom.us/j/87612647442?pwd=YS9oVjdPbEluYzRmUEdKN3dNSnNwdz09>

Meeting ID: 876 1264 7442

Passcode: 876571

**Cathie Gwilliam**

Cathie Gwilliam

Clerk to the Council



## AGENDA

001/21.	Apologies:	CG
	County Councillors Ken Bool (KB) and Gale Waller (GW)	
002/21	Declarations of interest in items on the agenda.	PB
003/21	Public Open Forum:	PB
004/21	Minutes of the last meeting 4 January 2021. Please see <b>Appendix A</b> attached.	PB
005/21	Matters arising from the minutes not on the agenda 163/20 Meeting held with EWPC, Army and CSEllis. Resulting highway improvement request has been submitted to RCC.	PB
006/21	Update from the Army	CW

007/21	Neighbourhood Planning Committee update. DRAFT minutes of last meeting 9 February. Please see <b>Appendix B</b> attached. Next meeting will be 9 March 2021. 7.00pm via Zoom.	PB
008/21	St George's Barracks Committee.	PB
009/21	To discuss planning applications received:	PC
	<p><b>2021/0011/CAT PROPOSAL:</b> Re-pollarding of eight (8) lime trees overhanging the public footway on Rectory Lane to previous pollard point. Removal of large bush within garden to clear overgrown area. Trimming of dead Jericho (Sycamore) Tree in garden - dead branches are liable to drop and pose a hazard. Orchard Close 8 Weston Road Edith Weston Rutland LE15 8HQ</p> <p>Comments by 4 February</p> <p><b>Resolved.</b> No objection. CG to action with the following comments: Edith Weston Parish Council have no objection to the application. <b>NOTE: Due to the deadline on comments this application was discussed and decided outside the meeting.</b></p> <p><b>2021/0029/CAT PROPOSAL:</b> Tree 1 - Silver Birch - Fell - is very close to our driveway and neighbours garage and this has previously caused concern to them. Trees 2 and 3 - Leylandii - Fell - Both are very close to border fence and outbuilding. Tree 4 - Plumtree - Fell - The tree trunk is damaged and needs to be replaced with another Plumtree. Tree 5 - Unknown species of evergreen which produces red berries - Fell - This has been planted too close to an original feature wall and the house and blocks out considerable light. Tree 6 - Silver Birch - Fell - This has been planted too close to two original feature walls. We intend to relay and replant smaller, manageable trees and shrubs to replace those taken out. Plumtree Cottage 26 Church Lane Edith Weston Rutland LE15 8EY</p> <p>Comments by 11 February 2021.</p> <p><b>Resolved.</b> No objection. CG to action with the following comments: Edith Weston Parish Council have no objection to the application. <b>NOTE: Due to the deadline on comments this application was discussed and decided outside the meeting.</b></p> <p><b>2021/0046/LBA PROPOSAL:</b> Conversion of two holiday lets (Use Class: C3) into one dwelling (Use Class: C3), remodelling of internal accommodation to include insertion of single central staircase, upgrades to insulation to comply with current building regulations, various external alterations to doors, windows and roof lights and repointing all elevations with lime mortar. The Old School House 2 Manton Road Edith Weston Rutland LE15 8HB</p> <p>Comments by 25 February 2021</p> <p><b>2021/0046/LBA PROPOSAL:</b> Conversion of two holiday lets (Use Class: C3) into one dwelling (Use Class: C3), remodelling of internal accommodation to include insertion of single central staircase, upgrades to insulation to comply with current building regulations, various external alterations to doors, windows and roof lights and repointing all elevations with lime mortar.</p>	

	The Old School House 2 Manton Road Edith Weston Rutland LE15 8HB  Comments by 25 February 2021	
010/21	Update on environmental issues in the Parish: <ul style="list-style-type: none"> <li>•</li> </ul>	NF
011/21	RCC report 134/2020 Highway and Transport Concern Process pack <a href="https://rutlandcounty.moderngov.co.uk/documents/g2267/Public%20reports%20pack%2012th-Jan-2021%2010.00%20Cabinet.pdf?T=10">https://rutlandcounty.moderngov.co.uk/documents/g2267/Public%20reports%20pack%2012th-Jan-2021%2010.00%20Cabinet.pdf?T=10</a> <ul style="list-style-type: none"> <li>• 3.25 parishes funding improvements through their own budgets</li> <li>• 3.58 – 3.60 parish council accident recording</li> </ul>	PB
012/21	Finance: <ul style="list-style-type: none"> <li>• To note the current bank balance on the Parish Council's Accounts. <b>Appendix C</b> in draft attached separately with the final to be updated and presented at the meeting.</li> <li>• Agree 3<sup>rd</sup> Quarter VAT claim. See <b>Appendix C</b></li> <li>• Draft Annual CIL Report <b>See Appendix D</b></li> </ul>	CG
013/21	To agree payment of invoices: Copies attached to <b>Appendix C</b>	CG
	<ul style="list-style-type: none"> <li>• Reimburse Clerk Stationery - £12.56</li> </ul> (Includes £2.10 VAT) <ul style="list-style-type: none"> <li>• CPRE Membership - £36</li> <li>• LRALC Internal Audit 2020/21 Fee - £210</li> <li>• LRALC 4 x training sessions (See invoice) - £130</li> <li>• LRALC Internal Controls Training - £40</li> </ul>	
014/21	<p>To discuss correspondence received by the Clerk. <b>See Appendix E</b></p> <ul style="list-style-type: none"> <li>• Letter from St Mary's Edith Weston Parochial Church Council</li> <li>• King Edwards Way defib update.</li> </ul> <p>Stephanie found a problem with the defib battery while doing the monthly maintenance check and arranged for a replacement. The manufacture is looking into why the battery failed only 2 years into a 5-year life span. The free replacement battery is now in place and the defib is back operational again.</p> <ul style="list-style-type: none"> <li>• Derwent Ave defib update.</li> </ul> <p>The renovation of the phone box is now complete and Community heartbeat have confirmed the new defib is due to be fitted on 17<sup>th</sup> February. There will be a socially distanced hand over on 22<sup>nd</sup> February.</p> <ul style="list-style-type: none"> <li>• Dog Fouling.</li> </ul> <p>Campaign to reduce dog fouling around the village.</p>	CG
015/21	<p>To confirm the date of the next Parish Council meeting.</p> <p>Monday <b>22 March 2021</b>, 7.15pm via virtual conference if restrictions are still in place.</p>	

	Please note that all parish council meetings are recorded for minuting preposes only. Recordings are deleted and not made public.	

If you are unable to attend this meeting, please let a member of the Parish Council know as soon as possible.

## **Appendix A**

### **EDITH WESTON PARISH COUNCIL**

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

Attendance: Paul Boggust (PB) – Chair , Juliette Stuttard (JS) , Helen Wood (HW), Cathie Gwilliam (CG) - Clerk, , Peter Coe (PC), Neil Farmer (NF), Andrew Lunn (AL).

Visitors: County Councillors Gale Waller (GW) and Ken Bool (KB).

#### 155/20. Apologies

Julie Gray (JG) Vice Chair, Lt Col Kay Hanson (KH), Commanding Officer, St Gorges Barracks and Craig Woodhall (CW) - Military Liaison

#### 156/20. Declarations of interest in items on the agenda.

None

#### 157/20 Andrew Lunn. To co-opt onto council.

Proposal from: HW

Seconded by: JS

Vote: Unanimous

**Resolved.** Andrew Lunn co-opted to join Edith Weston Parish Council

#### 158/20. Public Open Forum

GW brought to the council's attention the agenda item 14. Future Rutland Conversation set for the next RCC Council meeting to be held on January 11<sup>th</sup> and suggested we may like to study the report regarding the RCC plan to open consultation on the 50 year vision.

<https://rutlandcounty.moderngov.co.uk/documents/s19034/Future%20Rutland%20Vision%20-%20FINAL%20COUNCIL%20REPORT%20003.pdf>

#### 159/20. Minutes of the last meeting 30 November 2020.

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

#### 160/20. Matters arising from the minutes not on the agenda

None

161/20 Update from the Army

None

162/20. Neighbourhood Planning Committee (NPC) update.

DRAFT minutes of last meeting 2 December 2020.

Next meeting will be 12 January 2021. 7.00pm via Zoom.

**Resolved.** To accept minutes.

163/20. St George's Barracks Committee.

**Action.** Set up a fact finding meeting with EWPC and Army to look into any further action that may be needed.

**Action.** GW to make enquires into what RCC planning officers propose to do regarding enforcement of planning refusal.

**Action.** EWPC to look into the possibility of gathering data on numbers of people working from home prior to and during the covid pandemic. This should also be added to the NPC agenda.

164/20. To discuss planning applications received

**2020/1166/PTA PROPOSAL: 1 No. Oak Tree - Crown Reduction of up to 2m to maintain the current shape of the tree.**

18 Church Lane Edith Weston Rutland LE15 8EY. Comments by 9 January 2021

**Resolved.** No objection. **CG** to action with the following comments: *In accordance with Edith Weston Neighbourhood Plan Policy EW3, the Parish Council would request that the Tree Officer ensure that any alterations to the tree do not detract from or have any negative impact on the natural environment or the landscape/street scene and the works, therefore, are beneficial to the shape and attractiveness of the tree as it grows back.*

**2020/1250/FUL. PROPOSAL: Minor Material Amendment application for APP/2010/1287 - Extension of time for implementation of FUL/2007/0972, Erection of two-storey dwelling house.** Land Adjacent To 7 Rectory Lane Edith Weston Rutland. Comments by 10 January 2021

**Resolved.** No objection. **CG** to action with the following comments: *Edith Weston Parish Council have no objection to the application*

165/20. Update on environmental issues in the Parish:

- Road Sweeping

NF reported that he had not yet received any reply to his email of 16<sup>th</sup> December regarding several complaints/comments we have received from residents regarding various leaf and mud build up in road gutters and on pavements etc, neither has any action has been taken by RCC to resolves these issues.

**Actions.** NF to chase RCC and to CC GW and KB so they can monitor.

- Girt bins

NF has checked all the grit bins and they are currently full. No further action required at this time.

- Road Flooding by cemetery layby.

NF reported that he has not yet had a reply to his email of 23 December. CG confirmed that a

FixMyStreet submission had been placed with photo of flooding supplied.

**Actions.** NF to chase RCC and to CC GW and KB so they can monitor.

- Dog litter bins, Coniston Road

**Actions.** NF to email Ben Thomson at RCC and request a review of bins in the village with specific note to the areas of the village, which is bounded by Coniston Road and Windermere Road and incorporates Ullswater Ave/Derwent Ave/Crummock Ave.

166/20 2021 Training/CPD booked for 2021

January:

**Cathie - The Role of Internal Audit**

Wednesday 13th January 2021, 10.00am - 11.30am

£40

**Cathie - Charitable Trusts and Parish/Town Councils (2 part session)**

Part 1 - Monday 18th January 2021, 10.00am - 11.30am

Part 2 - Thursday 21st January 2021, 10.00am - 11.30am

£50 for both parts

**Juliet – Councilor training**

Wednesday 20th January 2021, 6.00pm – 8.15pm

£40

**Cathie - Planning Nuts and Bolts**

Wednesday 27th January 2021, 10.00am - 12.15pm

£40

February:

**Cathie - Internal controls**

Thursday 11<sup>th</sup> February 2021, 10.00am – 11.30am

£40

**Resolved.** Training approved.

167/20. Finance:

- To note the current bank balance on the Parish Council's Accounts. **Resolved.** Approval of report.

Agree to Precept Application

**Resolved.** Approval. CG to submit to RCC prior to 18 January 2021 deadline

168/20 To agree payment of invoices:

- Hills Accountants Quarterly Payroll - £55.20

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

169/20. To discuss correspondence received by the Clerk

- Digital Rutland and Fibre Broadband in Edith Weston

<https://www.rutland.gov.uk/my-community/digital-rutland/about-digital-rutland/>

**Correspondence noted.** EWPC also noted that it was following this national government lead RCC project that EWPC took on the payment of the Village Hall broadband following the grant associated with the Digital Rutland project launch.

- Website Updates
  - Councillor details (also for notice boards)

**Action. Councillors** to submit ID photos. **CG** to update councillor contact details on the website

and notice boards. **CG** to set up individual EWPC emails for all councillors.

- Need volunteer from PC to attend the Feb PC Forum Zoom on 8 Feb

**Action.** **CG** to submit NF as the EWPC representative to Governance.

154/20 To confirm the date of the next Parish Council meeting

Monday **22 February 2021**, 7.15pm via virtual conference if restrictions are still in place

## **Appendix B**

### **EDITH WESTON PARISH COUNCIL NEIGHBOURHOOD PLAN COMMITTEE**

**Minutes of the meeting of the Edith Weston Parish Council (EWPC) Neighborhood Plan (NP) Committee (NPC) held on Tuesday 9 February 2021**

Attendance: Paul Boggust (PB) - Chair, Juliette Stuttard (JS), Cathie Gwilliam (CG) - Clerk, Peter Coe (PC), Julie Grey (JG), Andrew Lunn (AL), Helen Wood (HW)

Visitors: Les Allen (LA) Tim Smith (TS) - North Luffenham Parish Council (NLPC), Peter Burrows (PBU) - NLPC

NPC 01/21.	Apologies	PB
	None	
NPC 02/21.	Declarations of interest in items on the agenda.	PB
	None	
NPC 03/21.	Public Open Forum	PB
	Les Allen would like to put his name forward to be a part of the committee. He was proposed by JG and seconded by PC. <b>Resolved.</b> LA appointed as nonvoting member of the NPC	
NPC 04/21.	Minutes of the last meeting held on 2 December 2020.	PB
	<b>Resolved.</b> To accept and sign as a true record.	
NPC 05/21.	Matters arising from the minutes not on the agenda	PB
	<ul style="list-style-type: none"><li>• RCC Local Plan submission to inspector.</li></ul> RCC have submitted the Plan to the Sec of State who will now appoint an inspector. Our Barrister has asked for links to all the representations. It was pointed out the difference between how many respondents (c300) and how many representations (over 1000) and noted that RCC has chosen not to debate any of the responses in a public forum but to pass these just to the inspector. On 18 <sup>th</sup> February RCC Scrutiny panel will be looking at the	JG

HIF bid that will then go to Full council on 22 March.

NPC 06/21.	Actions from Parish council meeting 4 January 2021	PB
	<p><b>Action.</b> EWPC to look into the possibility of gathering data on numbers of people working from home prior to and during the covid pandemic. This should also be added to the NPC agenda.</p> <p><b>Resolved.</b> No further action needed at this time.</p>	
NPC 07/21.	Review process	PB
	<ul style="list-style-type: none"><li>• Working with NLPC and others</li></ul> <p>TS and PB gave the committee a brief precis of where NLPC is with their Plan and how they felt that cooperation with neighboring parishes would be beneficial. There was a general discussion regarding broadly aligning policies between our plans, the benefits and areas in which we can do this.</p> <p>It was also discussed that we should look at jointly developing design codes and standards that are along similar lines. TS and PB also shared their experience on the grant application and appointment of consultants.</p> <p><b>Action Points:</b> TS to send PBU details of their consultants and drafted design codes to PB.</p> <ul style="list-style-type: none"><li>• Grant application See guidance notes attached separately.</li></ul> <p><b>Action Points:</b> JG to contact the consultant to seek guidance on the implications of our current adopted NP.</p> <ul style="list-style-type: none"><li>• Appointing Consultants</li></ul> <p><b>Action points.</b> JG to talk to other parish councils with a NP in development regarding time scales.</p>	
NPC 08/21.	Rutland's Design Guide consultation	PB

- Rutland's consultation on the Draft Design Guide takes place between Friday 29 January and Friday 12 March 2021. The draft documents are available to view on Rutland County Council's website, where you can also find a link to complete an online consultation survey.

<https://www.rutland.gov.uk/my-services/planning-and-building-control/planning/planning-policy/consultation-on-the-design-guidelines-for-rutland-and-south-kesteven/>

**Action Points:** CG to draft a newsletter to the parish. This should contain a link to the consultation with an overview, bullet points and assistance. It was agreed that this could be shared with other parish councils.



Tuesday 9<sup>th</sup> March 2021. 7pm via Zoom**Appendix C attached separately****Appendix D****DRAFT Community Infrastructure Levy (CIL) Annual Financial Report**

Rutland County Council (CIL Charging Authority) introduced a CIL charging schedule on the 01 March 2016. Regulation 62A of the Community Infrastructure Regulations 2010 (as amended) (CIL Regulations) requires a Local Council to produce an annual report for each financial year setting out the amount of CIL receipts received: spending of CIL receipts; and the amount of CIL retained by the Council for future spend.

Town or Parish Council: **Edith Weston Parish Council**  
1 April 2020 to 31 March 2021

<b>A</b>	Total CIL income carried over from previous years	£0.00
<b>B</b>	Total CIL income received (receipts)	£367.00
<b>C</b>	Total CIL spent (expenditure)	£0.00
	Total CIL requested to be repaid in the year	£0.00
	Total value of CIL receipts subject to a Repayment Notice served in any year that has not been repaid _____	£0.00
<b>D</b>	Total CIL repaid in the year following a Repayment Notice	£ N/A
<b>E</b>	Total CIL retained at year end (A+B-C-D)	£367.00

**CIL Expenditure**

Items to which CIL has been applied:	Amount spent £
<b>Total spent</b>	<b>£ 0.00</b>

St Mary the Virgin, Edith Weston  
Parochial Church Council

51 Weston Road  
Edith Weston  
Oakham  
Rutland  
LE15 8HQ  
27 December 2020

Mrs C Gwilliam  
4 Normanton Cottages  
Empingham Road  
Normanton  
Rutland  
LE15 8RW

Dear Cathie

Please be advised that I will be retiring as Treasurer of Edith Weston PCC on 31st December and will no longer be your contact for the Parochial Church Council on financial matters.

My successor will be:  
Mr E Jarron  
27 Weston Road  
Edith Weston  
Oakham  
Rutland  
LE15 8HQ

With effect from 1<sup>st</sup> January 2121 you should therefore use Mr Jarron as your contact with the PCC on such matters.

Yours sincerely



David Forbes  
Retiring Treasurer, Edith Weston PCC

cc: E Jarron

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