



# EDITH WESTON PARISH COUNCIL

4 Normanton Cottages, Empingham Road,

Normanton, Rutland, LE15 8RW

20 July 2021

Dear Council Member

The next meeting of Edith Weston Parish Council is to be held on Monday 26 July 2021 at 7.15pm. 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.
- Please wear a face mask at all times within the building.
- Social distancing must be adhered to at all time.
- All Parish Councillors wishing to attend/contribute must attend at the Village Hall.

As the hall is running at reduced capacity to make room for social distancing the meeting will be streamed via zoom. Anyone wishing to attend via zoom can follow the joining instructions below. We will continue to offer members of the public the opportunity to submit questions in writing if they are unable to participate online or in person. Any questions should be submitted in writing to me at the above address or via email at [ewpcclerk@gamil.com](mailto:ewpcclerk@gamil.com)

Topic: **Edith Weston Parish Council meeting, Village Hall and Via Zoom**

Time: **Jul 26, 2021 07:15 PM** London

Join Zoom Meeting

<https://us02web.zoom.us/j/81876655581?pwd=M2w1NHJyRnRZOHFURzFsdENjSTBsZz09>

Meeting ID: 818 7665 5581

Passcode: 807241

**Cathie Gwilliam**

Cathie Gwilliam

Clerk to the Council



## AGENDA

87/21.	Apologies: Andrew Lunn, Juliet Stuttard and Pater Coe	CG
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88/21.	Declarations of interest in items on the agenda.	JG
89/21.	Public Open Forum:	JG
90/21.	Minutes of the last meeting 24 May 2021. Please see <b>Appendix A</b> below.	JG
91/21.	Matters arising from the minutes not on the agenda Spire Homes reply. Please see <b>Appendix B</b> below	JG
92/21.	Update from the Army	GR/JM
93/21.	Neighbourhood Planning Committee update. Next meeting will be 13 July 2021. 7.00pm in the village hall and via Zoom. Please see <b>Appendix C</b> below	JG
94/21.	Traffic Management Focus Group (TMFG) Update. Please see separate report.	CG
95/21.	RCC Climate Summit Update  Parish councils to list areas of land suitable for trees as part of the Lord Lieutenants, Queens Canopy initiative.  Parishes also to list any indicative they are carrying out or plan to take part in to add to their individual page on the RCC climate website when it is ready.	CG
96/21.	Rutland Water Partnership update:  Next meeting takes place on 22 <sup>nd</sup> between publishing the agenda and the parish meeting, and CG will provide update at the meeting.	CG
97/21.	To discuss planning applications received:	
98/21.	Update on environmental issues in the Parish:	NF
99/21.	Finance: <ul style="list-style-type: none"> <li>To note the current bank balance on the Parish Council's Accounts. <b>Appendix D</b> in draft attached separately with the final to be updated and presented at the meeting.</li> <li>Note approval for the following expenditure via email prior to meeting. Please see <b>Appendix E</b> attached separately <ul style="list-style-type: none"> <li>Parish Council Insurance with Zurich at £167.44</li> <li>Parish Council website domain names £47.48.</li> </ul> </li> </ul>	CG
100/21.	To agree payment of invoices: Copies attached to <b>Appendix D</b> Reimburse Clerk expenses total £ 69.36 as follows: <ul style="list-style-type: none"> <li>Domain names as approved above - £44.99 (£35.99 + £9.00)</li> <li>Zoom June - £14.39</li> </ul>	CG

	<ul style="list-style-type: none"> <li>• Printing paper, Colemans - £9.98</li> </ul> <p>Other expenditure</p> <ul style="list-style-type: none"> <li>• Hills Pay Role - £55.20</li> <li>• RCC Street Lighting recharge - £359.18</li> <li>• Zoom July - £14.39</li> </ul>	
101/21.	<p>To discuss correspondence received by the Clerk. Vacant position for Parish Councillor Update</p> <p>A. Copyright infringement scam. Please see <b>Appendix F</b> below</p> <p>B. Storage Upgrade - £95.88 per annum Please see <b>Appendix F</b> below</p> <p>C. Website Transfer Please see <b>Both Appendix F's attached separately.</b></p> <p>Two Options</p> <ul style="list-style-type: none"> <li>○ <b>Renew current website for another 12 months - £522.00</b> <ul style="list-style-type: none"> <li>▪ Poor quality out dated site.</li> <li>▪ No flexibility.</li> <li>▪ Very time consuming to keep updated.</li> </ul> </li> <li>○ <b>Transfer to new site - £634.00</b> <ul style="list-style-type: none"> <li>▪ All transfer work done at no time cost to parish staff</li> <li>▪ After 1<sup>st</sup> year set up, annual cost will <b>save approx. £370 per annum</b></li> </ul> </li> </ul> <p>D. Clerk highly recommends the transfer for the following reasons</p> <ul style="list-style-type: none"> <li>○ There are some very important public consultations coming up that will be very difficult and ineffective on our current website.</li> <li>○ Functions currently carried out by clerk will be done automatically, for example updating the planning applications, and newsletter circulation management.</li> <li>○ It will save both time on the clerk's part and running cost.</li> <li>○ The new site will look slick, modern and can be tailored and updated far more easily to suite future projects in slower time due to its easy and flexible template system.</li> </ul>	CG
102/21.	<p>To confirm the date of the next Parish Council meeting.</p> <p>Monday 23<sup>rd</sup> August 2021, 7.15pm, The Village Hall and via virtual conference.</p>	JG

	Please note that all parish council meetings are recorded for minuting purposes only.	
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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.

## **Appendix A**

### **EDITH WESTON PARISH COUNCIL**

**Minutes of the meeting of the Edith Weston Parish Council (EWPC) held on Monday 24 May 2021**

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

Visitors: 3 members of the public including County Councillor Gale Waller (GW)

#### **72/21. Apologies**

Juliette Stuttard (JS) Vice Chair, County Councillor Ken Bool (KB),

#### **73./21 Declarations of interest in items on the agenda.**

None

#### **74/21. Public Open Forum**

None

#### **75/21. Minutes of the Annual Parish Meeting of the Edith Weston Parish Council (EWPC) held on Thursday 6 May 2021**

Please see **Appendix A attached.**

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

#### **76/21. Matters arising from the minutes not on the agenda**

None

#### **77/21. Update from the Army**

No specific update. Scheduled training that will close the airfield will be taking place from 30 May to 10 June and has been displayed on the village Facebook group, newsletter and website.

#### **78/21. Neighbourhood Planning Committee (NPC) update.**

PC reported that work was progressing, consultants are on board. Work on identifying local green spaces is being prepared for consultation.

#### **79/21. St George's Barracks Committee.**

Still no update on the Local Plan situation.

80/21. To discuss planning applications received

**2021/0470/CAT PROPOSAL:** (T1) 1 no. Ash tree on boundary line to be Crown raised to 5 meters. **Shuckburgh House 65 Weston Road Edith Weston Rutland LE15 8HQ**

**Resolved.** No objection. **CG** to action

**2021/0274/FUL PROPOSAL:** Garage conversion to habitable space involving replacement of pitched roof with flat roof and lantern, removal of stone gable wall fronting Weston Road and insertion of bi fold doors. Single storey link between house and converted garage with flat roof and lantern. Increase height of lower section of stone boundary wall to form parapet with new flat roof of single storey link and insertion of new entrance door in an existing opening (head to be raised). Various external alterations to include insertion of new windows and alteration to an existing window opening, arrow slit windows, removal of section of rear external wall/glazing to form larger opening with bi-fold/sliding doors. 3 no. outdoor garden stores and bin store. Landscaping works to include formation of new paved terrace with garden steps, alterations to existing garden walls, construction of new pergola. New wall with iron gate and steps up to new driveway / parking area. Internal alterations to include the removal and insertion of internal walls and doors.

**30 Weston Road Edith Weston Rutland LE15 8HQ**

**Resolved.** No objection. **CG** to action

**2021/0275/LBA PROPOSAL:** Garage conversion to habitable space involving replacement of pitched roof with flat roof and lantern, removal of stone gable wall fronting Weston Road and insertion of bi fold doors. Single storey link between house and converted garage with flat roof and lantern. Increase height of lower section of stone boundary wall to form parapet with new flat roof of single storey link and insertion of new entrance door in an existing opening (head to be raised). Various external alterations to include insertion of new windows and alteration to an existing window opening, arrow slit windows, removal of section of rear external wall/glazing to form larger opening with bi-fold/sliding doors. 3 no. outdoor garden stores and bin store. Landscaping works to include formation of new paved terrace with garden steps, alterations to existing garden walls, construction of new pergola. New wall with iron gate and steps up to new driveway / parking area. Internal alterations to include the removal and insertion of internal walls and doors. **30 Weston Road Edith Weston Rutland LE15 8HQ**

**Resolved.** No objection. **CG** to action

81/21. Update on environmental issues in the Parish:

- Spire Homes hedge management adjoining properties on Weston Road.

**Actions.** **CG** to draft a polite letter to Spire Homes asking them to tidy up overgrown hedges and trees.

- Glebe Land possible space for extension to cemetery and allotments.

**Actions.** Parish Council to approach the Church Council for their thoughts before sending a letter to the Peterborough Diocese. The requirement for Allotment space to be included in the Neighbourhood Plan as we have mounting evidence from emails and enquires at the shop of demand from residents. It is also understood that Tommy's close trustees will be discussing it at their next trustees meeting with a view to consider offering some of their land for allotments.

- Holly Tree in Church yard

**Actions.** **CG** to pass on assistance to Church Council on the planning process needed for permission to do minor work to the tree.

#### 82/21. Traffic Management Focus Group update

**Actions.**

- **CG** to organise a meeting of the focus group with Ken and Gale to discuss the actions we would like to priorities. Then approach RCC.
- Urgent highways issues regarding the diverted traffic should be forwarded to Penny Sharp at RCC.
- **CG** to investigate signage similar to that provided for West Perry a village adjoining Grafham Water regarding parking in the village.

#### 83/21. Finance:

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

#### 84/21. To agree payment of invoices: Copies attached to **Appendix B**

E. Scribe Accounting software - £345.60

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

F. Colemans printer cartridge and office supplies - £35.63

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

#### 85/21. To discuss correspondence received by the Clerk. See **Appendix C**

Letter from RAF Press office at RAF Wittering detailing additional aircraft movements during the week of 31<sup>st</sup> of May.

**Action Point.** **CG** has already circulated in via the Facebook group and on the website.

#### 86/21. To confirm the date of the next Parish Council meeting

Monday **28 June 2021**, 7.15pm, The Village Hall and streamed via Zoom.

Monday, June 21, 2021 at 8:01:10 PM British Summer Time

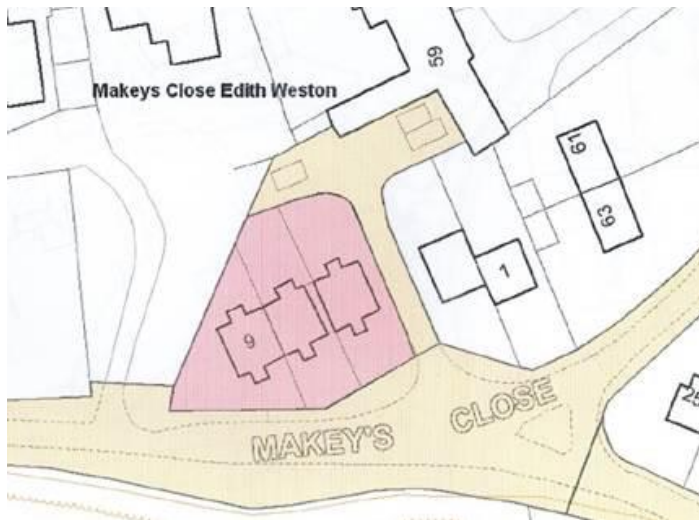
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**Subject:** Tree and hedge maintenance at Makeys Close, Edith Weston  
**Date:** Friday, 11 June 2021 at 11:19:37 British Summer Time  
**From:** Neil Brunning  
**To:** ewpcclerk@gmail.com  
**Attachments:** image001.jpg, image002.png, image003.png, image004.png, image005.png, image006.png, image007.jpg

Hi Cathie

Thank you for your recent correspondence with regards to the above.

I have looked on our plans and from the photographs provided don't believe that the tree/hedge in question is on our land (Please see plan below, RCC Highways area in yellow, LG in red)



I will arrange to make a site visit to inspect this myself and of course will come back to you if I find this to be different.

Kind regards

**Neil Brunning**  
Repairs Surveyor  
**03001231745**  
[Neil.brunning@longhurst-group.org.uk](mailto:Neil.brunning@longhurst-group.org.uk)

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## 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 13 July 2021, 7pm, Village Hall and via Zoom.

Attendance: Cathie Gwilliam (CG) - Clerk, Peter Coe (PC) - Chair, Julie Grey (JG), Andrew Lunn (AL), Les Allen (LA)

Visitors:

NPC 42/21.	Apologies	PC
	None	
NPC 43/21.	Declarations of interest in items on the agenda.	PC
	None	
NPC 44/21.	Minutes of the last meeting held on 14 June 2021. Please see attached <b>Appendix A</b>	PC
	<b>Resolved.</b> To accept and sign as a true record.	
NPC 45/21.	Matters arising from the minutes not on the agenda	PC
	None	
NPC 46/21.	Grant process Update:	CG
	Revised grant application of £ 9715 has been accepted and acceptance documentation completed The grant was paid into the bank account on 13 July.	
NPC 47/21.	LGS updates:	CG
	Working through the updated conformation. I still need more details on descriptions to bulk them out.	
	We need someone to assist with listing some of the trees involved.	
	Documents can be found on the website by using this following link for parish councillors and committee members only until consultation starts.	
	<a href="https://www.edithweston.com/edith-weston-parish-council-neig1.html">https://www.edithweston.com/edith-weston-parish-council-neig1.html</a>	
	<b>Action Points:</b>	
	<ul style="list-style-type: none"><li>• Comments and further descriptions to <b>CG</b> as soon as possible.</li><li>• <b>JG</b> to assist <b>CG</b> with letter to land owners</li></ul>	



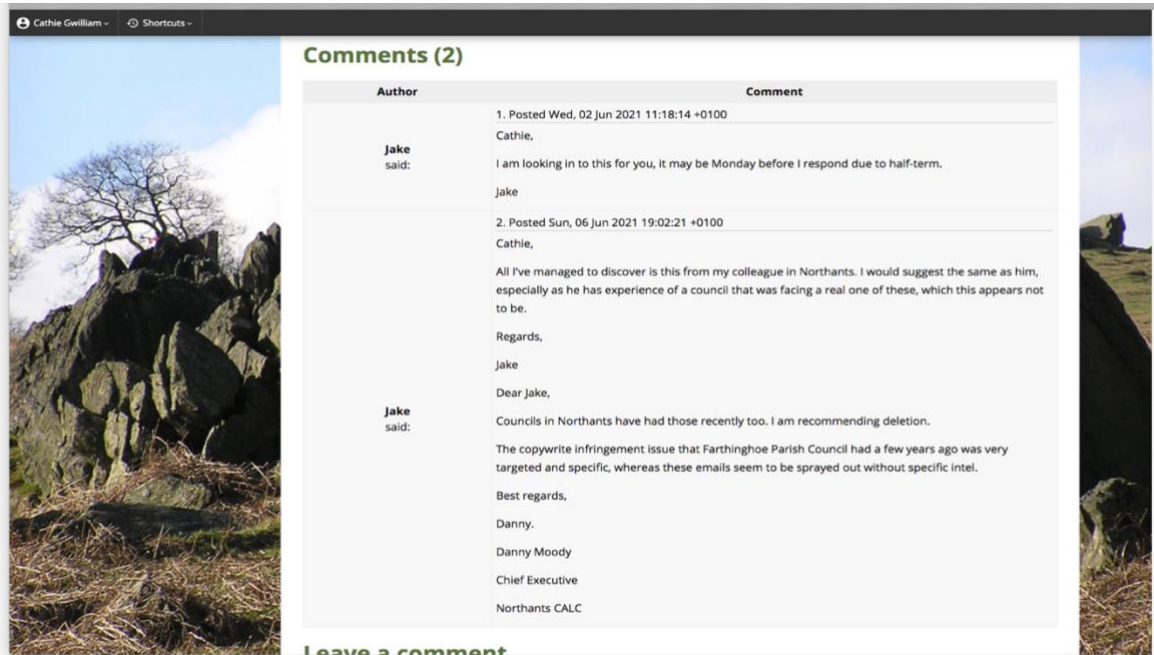
NPC 48/21.	Design Codes – collection of committee comments <b>Appendix B</b>	PC
	Need to push back on buffers on Pennine Drive Transport routs gather evidence from transport reports and pass on to Amanda. Time line of which houses do we want built first (Pre application stage?) Need to find balance between protection of EW interests and finding common ground with NL. Need more work on codes for mitigation if light pollution, and other environmental impacts. <b>Action Points:</b> Comments to <b>CG</b> to collate by the 20th July. <b>JG</b> to gather transport evidence.	
NPC 49/21.	Project Plan <b>Appendix C</b> Confirmation of project time lines	PC
	Get clarification from Hannah at our next meeting	
NPC 50/21.	Local Listed Buildings Criteria approval. <b>Appendix D</b>	PC
	<b>Action Points:</b> Comments to <b>CG</b> to collate by the 20th July. <b>CG</b> to provide updated photos. <b>CG</b> to draft newsletter with details of what has been done so far and map out the way ahead.	
NPC 51/21	To confirm the date of the next NPC Committee.	
	Monday 26th, 2pm Zoom working group zoom meeting with HB. Tuesday 10th August, 7pm working group zoom meeting.	

Appendix D attached separately

Appendix E attached separately

Appendix F Below & attached separately

## Scam confirmation



## Storage Upgrade

