

## **EDITH WESTON PARISH COUNCIL**

### **Minutes of the Annual Parish meeting of the Edith Weston Parish Council (EWPC) held on Monday 21 September 2020**

Attendance: Paul Boggust (PB) – Chair , Julie Gray (JG), Juliette Studdard (JS) , Helen Wood (HW), Cathie Gwilliam (CG) - Clerk, Craig Woodhall (CW) - Military Liaison.

Visitors: 4 members of the public including County Councillor Gale Waller

#### **109/20. Apologies**

Peter Coe (PC), Neil Farmer (NF)

#### **110/20. Declarations of interest in items on the agenda.**

PB and JS both have expenses claims in item 121/20.

#### **111/20. Public Open Forum**

Request for white lines to mark drive way entrances that are regularly blocked by parked cars. Please see item 113/20

#### **112/20. Minutes of the last meeting and Annual Parish Meeting held on 24 August 2020. Please see **Appendix A attached.****

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

#### **113/20. Matters arising from the minutes not on the agenda**

- Streetlights

Still waiting for RCC officers to reply with dates for a site meeting.

- Speed restrictions

EWPC have confirmed their approval of the improvements put forward by RCC and agreed back in March. Hopefully they will soon be put in place. The RCC report can be found on the EWPC website, documents page.

- Footpath boundary plot 2 Church Lane

A report details our concerns regarding a possible breach of planning control has been placed with RCC planning control via the online development control enquiry form and included the photos forwarded to EWPC.

- Car parking problems

Is it possible to have white lines painted on the road to mark out driveways around the village? Whilst no-one wanted a parking scheme or yellow lines everywhere, you often see white lines used to maintain entrances in roads where parking can be an issue. Considering this now may provide a solution for when the nice weather returns next year – and save many frustrated villagers who can't access their own drives.

#### **Action points:**

Write to Councillor Edwards Bains to raise it with the Rutland Water Partnership.  
In the next newsletter ask for people to remind visitors to their properties to park considerately and not block driveways.

Ask Rutland Water for feedback if their statistics show whether the car parks are big enough.

114/20. Update from the Army

Update from CW.

Communication between the regiment and the parish is working well.

The regiment have joined the Trussell Trust and have set up a foodbank collection point.

Due to covid restrictions reducing use of other locations, all dog training is still focused mainly on the airfield whilst still maintaining public access. There will be an increase in training on camp that will also involve visiting troops.

CW offered to circulate newsletters and any other communications through the regiment via their regular part one orders.

115/20. Neighbourhood Planning Committee update.

None

116/20. St George's Barracks Committee. Please see **Appendix B attached for minutes of meetings on both 1<sup>st</sup> and 14<sup>th</sup> September.**

EWPC have engaged a barrister and very effective work is being produced. Newsletter with guidance on making informed and valid representations to reg 19 is about to be circulated.

- Parish Council Project Roles/working parties

The committee would like to ask the parish councillors to help put together some working groups to look making sure that whatever does go ahead on the SGB site, the villages interests are represented as positively as possible. Putting as many protective mechanisms in place as possible.

- Lorry Traffic

**Action points:**

To invite Lucy Stevenson to the next parish council meeting. **CG** to action.

Connecting with the police/camp MPGS regarding the security and anti-social behaviour issues that is intimidating residents. **CG** to action.

117/20. To review and adopt Governance Documents for 2020/21

- Risk Assessment

To be passed on to the next meeting.

118/20. To discuss planning applications received

- 2020/0974/CAT - PROPOSAL: Remove 1 no. Acer (T1) to just above ground level. Puddle Cottage 23 Rectory Lane Edith Weston Rutland LE15 8HE. Comments by 2 October 2020.

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

- 2020/0985/FUL - PROPOSAL: Carriage barn / garage with an ancillary loft room above.

Halford House 32 Weston Road Edith Weston Rutland LE15 8HQ. Comments by 7 October 2020.

**Resolved.** To hold on comment until further consideration of the impact on other properties and the street scene have been considered.

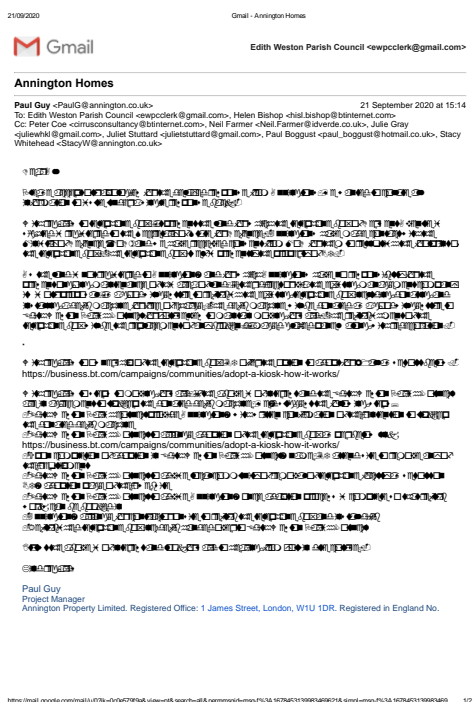
119/20. Update on environmental issues in the Parish:

- Hedge Cutting

Weston Road both school and housing sides of the road. Resolved to see what happens as hedge cutting season only started on 1<sup>st</sup> September. If there are any that still need cutting over the next month or so we can then chase up any problem areas and chase landowners.

- Phone box, Derwent Ave

Annington Homes have offered to refurbish the box and supply and fit a defib as a gesture of good will.



**Action points:**

**CG** to double check if the new defib can be added to the current contract with Community Heartbeat to maintain the current defib.

120/20. Finance:

To note the current bank balance on the Parish Council's Accounts. **Appendix C**

**Resolved.** Approval of report.

121/20 To agree payment of invoices: Copies attached to **Appendix C**

- Paul Boggust, printer cartridge - £40.49

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

- Juliet Stuttard, Copying - £26.16

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

- Highways Search, RCC - £50

**Resolved.** To hold until other avenues of enquiry have been exhausted.

122/20. To discuss correspondence received by the Clerk

- Possibility of re-instating Luffenham railway station.  
(and providing services in the Corby direction as well as Oakham & Stamford/Peterborough)

**Resolved.** To be included into the work the working groups are going to do on future developments.

- War Memorial. Bomber crash near church.

**Action point:**

**CG** to include in any plans we make for Remembrance Day.

123/20 To confirm the date of the next Parish Council meeting

Monday 26 October, 7.15pm via virtual conference if restrictions are still in place.

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Appendix A

**EDITH WESTON PARISH COUNCIL**

**Minutes of the Annual Parish meeting of the Edith Weston Parish Council (EWPC) held on Monday 24 August 2020**

Attendance: Paul Boggust (PB) – Chair , Juliette Studdard (JS), Peter Coe (PC), Neil Farmer (NF), Helen Wood (HW) and the Clerk, C. Gwilliam (CG), Craig Woodhall (CW) - Military Liaison.

Visitors: 4 members of the public including County Councillors Bool and Waller

90/20 Election of Chair

HW proposed PB, PC seconded, all were in favour.

PB confirmed he is happy to continue as Chair.

**Resolved.** Paul Boggust voted as Chairman

91/20 Election of Vice-Chair

PB proposed JG, PC seconded, all were in favour.

**Resolved.** Julie Gray voted as Vice-Chair.

92/20. Apologies

Julie Gray (JG)

93/20. Declarations of interest in items on the agenda.

None

94/20 To review and confirm Committees

- Neighbourhood Planning Committee

Proposed PC, seconded PB.

**Resolved.** To continue until the next Annual Meeting.

- SGB Committee

Proposed JS, Seconded HW.

**Resolved.** To continue until the next Annual Meeting.

95/20 To review and adopt Governance Documents for 2020/21

- Standing Orders
- Financial Regulations
- Grants and Donations Policy
- Risk Assessment

Adoption of this would be postponed until a suitable alternative could be found and included in the assessment, should the Village Hall become unavailable for meetings.

- Asset List
- Insurance Policy
- GDPR Data Policy

It was noted a minor amendment needed to cover councillor's personal information

- Freedom of Information Policy
- Media Policy
- Equal Opportunities Policy
- Transparency Code

Proposed PB, seconded HW, all were in favour.

**Resolved.** Adopted subject to notes above.

96/20. Public Open Forum

None

97/20. Minutes of the last meeting held on 27 July 2020.

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

98/20 Chairman's report

Chairman read his report as attached.

99/20. Matters arising from the minutes not on the agenda

- Ongoing Car Parking Issues.

### Three action points:

Highway Improvements discussed back in March – Chase with Penny Sharp, RCC

Separately request further car parking review with Lucy Stevenson, RCC

Continue to gather photographic evidence and residents' complaints.

#### 100/20. Update from the Army

Craig Woodall introduced himself and apologised for not having any specific update for us as this was his first day in post. He will have something prepared for the next meeting.

#### 101/20. Neighbourhood Planning Committee update.

None

#### 102/20. Future of St George's Barracks update.

St George's Barracks Committee. See Minutes and Report

- Consider and approve the report seeking resolution.

JS detailed how, although SGB Committee were not recommending the cheapest quote it was the one with the less financial risk to the council. She opened the floor to any questions. All questions were answered to the satisfaction of those asking.

- Asking for residents' donations

To cover any further legal advice and representation. Any donations not used for this project will be spent in accordance with the Donations and Grants policy adopted by the Parish Council.

**Resolution A** – Appoint Barrister A for legal services re Reg 19 as shown on the report appendix B. Proposed by PB, seconded JS, all in favour and the resolution passed.

**Resolution B** – Transfer of funds for indicial payment re above £16,800 (£2,800 VAT to be claimed back) Proposed by PB, seconded NF, all in favour and the resolution passed.

**Resolution C** – Ask for residents' donations. Proposed by PC, seconded PB, all in favour and the resolution passed.

#### 103/20. To discuss planning applications received

- 2020/0793/CAT

PROPOSAL: G1, G2 & G3 Self set Ash and Sycamore - Reduce to 3.0m to leave a boundary divide. Flat At Wheatsheaf Inn 5 King Edward's Way Edith Weston Rutland LE15 8EZ

**Resolved.** No objection.

- 2020/0830/FUL

PROPOSAL: Two storey front extension with porch. Single storey and first floor extensions to rear. 2 Weston Road Edith Weston Rutland LE15 8HQ

**Resolved.** No objection.

- PROPOSAL: Plum tree - reduce by 1metre from crown, 0.5m off side branches.  
Holly tree (1) - reduce by 1 metre from crown and 0.5metres off lower branches.  
Norwegian maple - remove lower branches and thin. Holly tree (2) reduce by 2metres from crown and 0.5metres off side branches. 15 Well Cross Edith Weston Rutland LE15 8HG

**Resolved.** No objection.

#### 104/20. Update on environmental issues in the Parish:

Pervious application in last meeting minutes to remove Turkey Oak at 15 Rectory Lane has been withdrawn.

New notice board has been put up and is now in use.

White feather entrance gates to the village have been cleaned. All 5 benches have also been cleaned.

#### 105/20. Finance:

To note the current bank balance on the Parish Council's Accounts.

**Resolved.** Approval of report.

#### 106/20. To agree payment of invoices:

- Norman Milne, printing - £7.65

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

- BIFFA Grass cutting 14/4/2020 to 22/7/2020 - £825.60  
(inc VAT £137.60 to be claimed back)

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

- Matthew Pope, Notice Board - £420

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

- Matthew Pope, Cleaning benches - £160

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

- Request to transfer funds from savings to cover outgoings.

**Resolved.** **CG to Action.**

#### 107/20 To discuss correspondence received by the Clerk

- Complaints regarding lorry movements on Pennine Drive and Welland Road have been passed to the SGB Committee and are being dealt with there.

**Action points.**

Parish Council will be visiting residents effected to gather feedback and comments. **PB/JS**

Is Pennine Drive adopted or is it still MOD. **CG** to approach RCC.

Use evidence gathered as possible agreements against the planning application that has still not been granted. Traffic impact assessment and agreed road improvements are still out standing

- Hedge along Weston Road - The hedges on both sides of Weston Road going towards Coniston Road are very overgrown and make walking on the school side especially difficult, the hedges look extremely unkempt and unsightly when you drive down the road. I don't know when the last time they were cut back was, but they need urgent attention now.

School side is the landowner's responsibility and the other side is DIO responsibility. Unfortunately, both sides are not within the Parish Councils remit.

- The Public Sector Bodies (Website and Mobile Applications) Accessibility Regulations 2018.

Our website needs to be compliant by 23 September 2020.

**Resolution.** To spend £50 + VAT to get the website hosting providers to provide an accessibility statement if it is needed once she has reviewed the regulations.

- Fence Line between building plots on Church Lane and footpath behind the site.

**Action.** CG to forward on to Planning Control.

108/20. To confirm the date of the next Parish Council meeting, Monday 21 September 2020, 7.15pm via virtual conference if restrictions are still in place.

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

## CHAIRMAN'S REPORT 2019/20

Since the last Chairman's report in May 2019, it is fair to say that much has changed and many new challenges have presented themselves.

Councillors Nick Appleton, Ed Jarron and Chair Norman Milne have all resigned from the Parish Council as well as our previous Clerk, Barbara Shirley. Julie Grey and Juliet Stuttard have both been co-opted onto the council and I stepped in as Chairman.

I would like to thank Nick, Ed, Norman and Barbara for their commitment and hard work during their time serving on the Parish Council and also thank Julie and Juliet for joining us and hitting the ground running. We still have one vacant position for Parish Councillor which we are hoping to fill via co-option soon. I would also like to thank our Ward members Gale Waller and Ken Bool for their continued dedication and hard work in serving our community.

There is one other person to thank; Cathie Gwilliam, who took over as Parish Clerk in September 2019, and since then has done a tremendous amount of work reinvigorating the parish council website, reengaging with staff on St George's Barracks and updating many of the procedural documents needed within the Parish Council. Cathie is someone else who has hit the ground running (very quickly).

Despite the considerable challenges that came with the Covid-19 pandemic, the Parish Council has continued to work hard on behalf of its parishioners and items of note are:

- When the Covid-19 lock down hit, Councillor Helen Wood and staff at the Village Shop set up the Community Volunteers response group, working very hard supplying our more vulnerable and shielding residents with shopping and vital supplies.
- Set up virtual ways of running meetings and communicating with residents.
- Contributed to tidying up the Weston Road Cemetery.



- Worked with Police and RCC to address car parking and speeding issues within the village (on going).
- Continued to peruse the positive change of the proposed St Georges Barracks development by setting up a dedicated Parish Council Committee.
- Replaced the main village notice board.
- Gained a bronze award in recognition of our commitment to the Armed Forces as part of the Armed Forces Covenant.

As always, the Parish Council has strived to improve itself where much of Cathie's work in updating out of date policy documents and producing new policy's and procedures has come into play. She has attended several workshops to assist in the copious amounts of red tap involved in conducting Parish Council day to day business.

I would like to think that as a team, the Parish Council has risen to the challenges of changes in personnel and changes in the political and social environments and continued to provide representation and support for all Edith Weston's parishioners. We are committed to continuing to work towards providing a positive impact on our community no matter what challenges our ever-changing world puts before us.

I consider it a privilege to serve as chair of this dedicated team.

Many thanks

***Paul Boggust***

Edith Weston Parish Council Chair

Appendix B

### **EDITH WESTON PARISH COUNCIL – SGB Committee**

**Minutes of the meeting of the Edith Weston Parish Council (EWPC) St Georges Barracks (SGB) Committee held on Tuesday 1 September 2020.**

Attendance: Julie Gray (JG) - Chair, Juliet Stuttard (JS), Peter Coe (PC), Cathie Gwilliam (CG) - Clerk

Visitors: 1 members of the public.

SGB 40/20. Apologies

Paul Boggust

SGB 41/20. Declarations of interest in items on the agenda.

None

SGB 42/20. Public Open Forum

None

SGB 43/20. Minutes of the last meeting held on 17 August 2020. Please see attached **Appendix A**

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

SGB 44/20.	Matters arising from the minutes not on the agenda
	None
SGB 45/20.	SGB Lorry park planning, implications.
	PB and JS have been canvassing houses effected by the lorries coming out of the airfield storage area. Another door to door session is needed. They have been getting some very good feedback.
SGB 46/20	Reg 19 – Village response
	<p>Meeting with barrister has been set up via zoom for 2<sup>nd</sup> September to make sure all relevant background information is provided.</p> <p>One item for the meeting is to seek their advice on the best methodology in seeking responses from the parish and the best methods for doing that.</p> <p>Using the RCC risk assessment to set up public viewings of the give advice on creating their representations.</p> <p>Also confirmed that the previous report from Marrons is not for general circulation to members of the public as it would go against the terms of engagement with the consultants.</p> <p><b>Resolved</b> to use the St Gorges Barracks page on the Website to show work being done.</p>
SGB 47/20	Newsletter
	<p>First one has gone out.</p> <p>For next newsletter CG to produce a thermometer for donations received and Count down for days remaining.</p>
SGB 48/20	Village Teams for prep work
	<p>Village questionnaire for general feedback ?</p> <p>Plan B if the development happens what issues do, we want to focus on? Should our plan B should be the other areas with stronger arguments for development.</p>
SGB 49/20	Legal Representation
	<p>We need to do representations on each policy.</p> <p>Organise Zoom sessions to help people and set up village hall sessions for people to view the printed copy of LP and offer advice to people wanting to make responses.</p> <p>Can we get this set up by next Friday.</p>
SGB 50/20.	Fund raising
	Parish Council have aggreded to ask for donations that will be circulated via newsletter and notices.
SGB 51/20.	To confirm the date of the next SGB Committee
	Monday 14th September, 7pm Via Zoom meeting.

## EDITH WESTON PARISH COUNCIL – SGB Committee

### Minutes of the meeting of the Edith Weston Parish Council (EWPC) St Georges Barracks (SGB) Committee held on Monday 14 September 2020

Attendance: Paul Boggust (PB), Julie Gray (JG) - Chair, Juliet Stuttard (JS), Cathie Gwilliam (CG) - Clerk

Visitors: No members of the public.

SGB 52/20. Apologies

None

SGB 53/20. Declarations of interest in items on the agenda.

None

SGB 54/20. Public Open Forum

None

SGB 55/20. Minutes of the last meeting held on 1 September 2020.

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

SGB 56/20. Matters arising from the minutes not on the agenda

None

SGB 57/20. SGB Lorry park planning.

Lorry storage (NOT CS ELLIS) are still operating without planning permission. There were 40+ objections to the planning when it was submitted retrospectively. Highways have issued a 23-point list of items they have requested information on.

The Parish Council feel it is totally out of order that they should continue operating with no planning permission. Parish Councillors have also had a tremendous amount of feedback, concerns and complaints from residents in the area most frequently used by the lorries expressing a great deal of safety concerns.

#### **Action points:**

1. PC and JG to produce an action plan.
2. JS and JG to draft email to MP concentrating on Health, safety and environmental impact. We can possibly pass this on to the police.
3. Copy Ken, Gale and Army CO into all correspondence.

SGB 58/20 Reg 19 – Village response

JG is liaising with North Luffenham on producing a leaflet and sharing the cost. JG has had a zoom meeting with Mark Andrews (and North Luffenham) regarding the regarding the public display of the P via parish councils and the increasing covid restrictions. He has been asked to provide a solution.

**Action points:**

Documentation on how we can get valuable responses from residents is almost complete. We cannot issue draft responses but we can produce guidance on what policies to look at with key questions for people to think about so all responses can be individuals' feelings and opinions.

**SGB 59/20      Newsletter**

Donations Update on the notice boards.

Poster is on the notice boards

SGB committee page on the website now has committee minutes and newsletters and other relevant information.

**Action points:**

CG will investigate the use of mail chimp.

CG has Village poll facility waiting on the website. Last village poll was done in September 2018 so needs to be done again. Once questions have been drafted the poll can go live very quickly as part of our Neighbourhood plan process that will be on the next full council meeting agenda.

**SGB 60/20      Village Teams for prep work**

Still working on the brief of each group.

**SGB 61/20      Legal Representation**

Zoom meeting scheduled with Barrister for progress meeting.

**SGB 62/20      Donations Update**

14/09/2020 - £2300

**SGB 63/20      To confirm the date of the next SGB Committee**

28<sup>th</sup> September 2020