

## **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**

- Scribe Accounting software - £345.60

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

- 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.

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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 Thursday 6 May 2021**

Attendance: Paul Boggust (PB) – Chair , Julie Gray (JG) Vice Chair, Juliette Stuttard (JS) , Helen Wood (HW), Cathie Gwilliam (CG) - Clerk, Gary Rutherford (GR) - Military Liaison, Peter Coe (PC), Neil Farmer (NF), Andrew Lunn (AL)

Visitors: 3 members of the public including County Councillor Ken Bool (KB) and Gale Waller (GW)

50/21 Election of Chair

Julie Gray offered to step forward in the absence of any other takers.

Proposed: PC  
Seconded: HW

**Resolved.** Appointed by unanimous vote

JG thanks PB for his hard work over the last 18 months.

51/21 Election of Vice - Chair

Juliet Stuttard offered to step forward in the absence of any other takers.

Proposed: PC  
Seconded: HW

**Resolved.** Appointed by unanimous vote

52/21 Apologies

None

53/21 Declarations of interest in items on the agenda.

Cathie Gwilliam, Clerk - Item 56/21 review of Clerks Contract of Employment

Cathie Gwilliam, Clerk – Item 6921 2020 pay award back pay and new standing order

54/21 Matters arising from the last Annual Parish Meeting held on 24 August 2020.

- 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.

This was resolved in the revised document reviewed and approved by council on 30 March 2021.

- GDPR Data Policy

It was noted a minor amendment needed to cover councillor's personal information  
Revised document to be approved in item 56/21 below.

55/21 To review and confirm Committees

- Neighbourhood Planning Committee

Proposed: JS

Seconded NF

**Resolved.** To continue with PC, JG and AL as the committee and PC to become chair until the next Annual Meeting.

- SGB Committee

Proposed: PC

Seconded: HW.

**Resolved.** To continue with JG as Chair with JS and PC as the committee until the next Annual Meeting.

56/21 To review and adopt Governance Documents for 2021/22.

- Standing Orders

Proposed: JG

Seconded: HW

**Resolved.** Adopted

- Financial Regulations

Proposed: JS

Seconded: JG

**Resolved.** Adopted

- Grants and Donations Policy

Proposed: HW

Seconded: JS

**Resolved.** Adopted

- Risk Assessment

**Resolved.** Approved March 2021

- Asset List

**Resolved.** Approved March 2021

All documents can be found at

<https://www.edithweston.com/edith-weston-parish-council-gove.html>

- Insurance Policy

**Resolved.** Defer until renewal quote received and reviewed at that point.

- GDPR Data Policy

Proposed: JG

Seconded: HW

**Resolved.** Adopted

- Media Policy

Proposed: NF

Seconded: JS

**Resolved.** Adopted

- Clerks Contract of Employment and Job description

Proposed: JG

Seconded: HW

**Resolved.** Adopted

57/21 Chairman's report 2020/21

Please see Appendix

58/21 Annual Governance and Accountability Sections 1 and 2. Please See Appendix

- Section 1 – Annual Governance Statement 2020/21

**Resolved.** Each Statement was reviewed and unanimously approved.

- Section 2 – Accounting Statements 2020/21

Proposed: JG

Seconded: JS

**Resolved.** Approved by unanimous vote

- Annual Financial Report. Please see Appendix

Proposed: NF

Seconded: HW

**Resolved.** Approved by unanimous vote

- Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return. Please see Appendix

CG detailed that this will be achieved by putting all documentation, invoices and bank statements on the website in the same way as last year

Proposed: PC

Seconded: NF

**Resolved.** Approved by unanimous vote

#### 59/21 Public Open forum

Les Allen – What is EWPC view of the MP's comments in the local press regarding SGB?

EWPC have not written to MP regarding Alicia Kearns comments on doing everything she can o get funding to make sure SGB happens regardless of her previous stance of not being able to get involved in planning matters.

**Action.** EWPC to draft a letter to her.

Gale Waller – Offering to do a zoom presentation regarding the Rutland Conversation consultation to Edith Weston and Normanton parish residents.

**Action.** EWPC will put together a selection of dates and publicise it in the next newsletter.

#### 60/21 The Chair opened the Edith Weston Parish Council meeting

#### 61/21 Minutes of the last meeting 26 April 2021. Please see Appendix

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

#### 62/21 Matters arising from the minutes not on the agenda

CG confirmed the setting up of the Traffic management Focus Group has been set up with JS, AL, HW from the parish council and a number of residents. It is hoped that they will be able to meet with RCC officers and report back to EWPC at the next parish council meeting on 24 May to have something in place for the spring bank holiday.

#### 63/21 Update from the Army

GR acknowledged CG's request for input into the next newsletter. Nothing else to update.

#### 64/21 Neighbourhood Planning Committee (NPC) update.

Working party meetings held 27 April, 4 May and 7 May will be reporting to the committee at the next NPC meeting on 17 May 2021. 7.00pm.

65/21 St George's Barracks Committee.

No update, we are still waiting for the outcome of RCC attempts to find additional funding.

66/21 To discuss planning applications received

**2021/0109/FUL PROPOSAL:** Single storey extension to side of property and part single and part two storey extension at rear  
9 Crummock Avenue Edith Weston Rutland LE15 8HR

Comments by 19 May 2021

**Resolved.** No objection. **CG** to action with the following comments: *EWPC has no objection in principle subject to the following comments being considered by the planning department. EWPC are concerned that the gap to the neighbouring fence will be reduced from 2.5m to 0.4m. EWPC would also ask planners to ensure that the landlord of the neighbouring property affected by the reduced gap, Annington Homes be made fully aware of the application as this neighbouring property is currently rented out to tenants and not owner occupied.*

*The side extension breaks through the building line of the house and adjacent houses towards the road and may, therefore, have an adverse impact on the street scene.*

67/21 Update on environmental issues in the Parish:

NF reported the following:

- The road sweeper has final been through the village. Thank you to Ken Bool if he was instrumental in chasing this work.
- There are still a number of outstanding highway issues including replacement rubbish/dog fouling bins which we continue to chase.
- Broadband FTTP. There are 3 main issues regarding the enquiries that he has made with Openreach regarding further extending this to the wider village:
  - Costs provided by Openreach of over £400 are going to limit uptake and we may undertake a large amount of work for only a very few houses.
  - Overhead cables may be very unsightly.
  - The cost may prejudice some residents and EWPC want to make sure this is made available and fare to everyone.

**Actions.** **CG** to make contact with RCC digital Rutland project regarding the possibility of funding being made available. **CG** to also put smoothing together for the newsletter encouraging people to approach Openreach regarding problems with internet speeds

68/21 Finance:

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

**Resolved.** Approval of report.

69/21 To agree payment of invoices:

- Clerks Salary in accordance with national pay award agreed 2020 from May 2021

onwards - £200.88 As calculated by Hills Accountants who carry out EWPC payroll function.

Proposed: JG

Seconded: NF

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

- Clerks Back Pay April 2020 to April 2021 = £70.72 As calculated by Hills Accountants who carry out EWPC payroll function.

Proposed: JG

Seconded: HW

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

70/21 To discuss correspondence received by the Clerk

None

71/21 To confirm the date of the next Parish Council meeting

Monday **24 May 2021**, 7.15pm.

This meeting will be held at the Village Hall but under strict Covid protocols. CG is continuing to work with the village hall to create an appropriate risk assessment and Covid safe procedures in line with the NALC and LRACL guidelines. CG will be collecting free PPE supplies provided by RCC for the use in public meeting on Friday morning.

**Appendix B attached separately**

**Appendix D**



**PRESS NOTICE**

**Support Force Headquarters  
Royal Air Force Wittering**

Peterborough

PE8 6HB

Tel: 01780 783838 Ext 7470

Fax: 01780 783838 Ext 7722

24 MAY 2021

## **INCREASED AIRCRAFT ACTIVITY EXPECTED AT RAF WITTERING**

**TRANSPORT AIRCRAFT AND TYPHOON JETS will be flying from Royal Air Force Wittering in the week commencing Monday 31<sup>st</sup> May until Friday 4<sup>th</sup> June.**

RAF Wittering is reaching out to its neighbours in the nearby towns and villages, and to those in the equestrian community, to advise them of a significant increase in aircraft noise. On current plans aircraft activity will be restricted to daylight hours, running from 0800 to 1800 local time.



Exercise Swift Pirate is a regular feature in the Cambridgeshire Station's calendar and the heavy aircraft, such as Atlas A400M and Globemaster C-17, are familiar sights in the skies around RAF Wittering.

Powerful Typhoon jets from RAF Coningsby will also arrive, adding an extra layer of authenticity as Wittering's airfield takes on the role of an underused airstrip in a foreign country. It will be the first time since RAF100 in 2018 that fast jets have operated from RAF Wittering.

With its long runway and wide taxiways, RAF Wittering's spacious airfield can accept UK military aircraft of any size.

The exercise promises to be a real test for No 1 Air Mobility Wing (1AMW). Based at RAF Wittering in Oxfordshire, 1AMW is an A4 Force Element and specialises in the safe loading and unloading of military passengers and freight. Headquartered at RAF Wittering, the A4 Force Elements are the high-readiness engineering and logistics units which support RAF operations around the world.

Wing Commander Jez Case is Officer Commanding Operations Wing and ensures the safe running of RAF Wittering's airfield and airspace. He said: "Our airfield is a brilliant military asset and it's only right that Defence makes maximum use of it. We have skilled and experienced team in Operations Wing who are well used to handling many different aircraft types, so I'm very optimistic about this exercise and hope we see more aircraft coming here in the future."

Group Captain Jo Lincoln is the Station Commander at RAF Wittering and the A4 Force Elements Commander. She said: "Realistic training is essential, and I am certainly pleased that the Typhoon force has chosen to come here for a brief detachment. In circumstances such as these, reaching out to our neighbours is the right thing to do. The goodwill of our neighbouring communities is of the highest value to us, and we need that relationship to continue."

Ends.

## **Notes for Editors**

### **RAF Wittering**

<http://www.raf.mod.uk/rafwittering>

## **Images**

### **WIT-20190820-295-0195**

1AMW personnel loading a military vehicle onto an RAF Hercules (SAC Kimberley Waterson).

### **45157540**

A Royal Air Force Typhoon (Crown Copyright).