

EDITH WESTON PARISH COUNCIL

Minutes of the meeting of the Edith Weston Parish Council (EWPC) held on Monday 26 April 2021 at 7.15pm

Attendance: Paul Boggust (PB) – 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)

33/21. Apologies

Julie Gray (JG) Vice Chair, County Councillor Gale Waller (GW)

34/21. Declarations of interest in items on the agenda.

None

35/21. Public Open Forum

None

36/21. Minutes of the last meeting 30 March 2021. Please see **Appendix A** attached.

Resolved. To accept and sign as a true record.

37/21. Matters arising from the minutes not on the agenda

None

38/21. Update from the Army

GR confirmed no further information on camp closure.

Confirmed with CG that all DIO and MPGS have made contact regarding access to camp for consultants visit. CG confirmed all arrangements have been made for a 2pm meeting at the guard room.

Parish council wish to pass on sincere thanks to Maj Garwood and camp staff for their assistance in making the site visit possible. It will assist in the Neighbourhood Plan process considerably.

39/21. Neighbourhood Planning Committee (NPC) update. DRAFT minutes of last meeting 12 April 2021. Please see **Appendix B** attached.

Work is now beginning to ramp up with various meetings with consultants and North Luffenham neighbourhood plan team.

Site visit with consultants visiting the village and the SGB site on 27 April and next working party meeting to be held on Tuesday 4 May.

40/21. To discuss planning applications received

2021/0159/CAT PROPOSAL: (T1) to (T5) - 5 no. beech trees - To be fully crown reduced by 2-3 meters. Also to be reduced from the house by 2-3 meters. (T4) of the beech trees to have a 4-5 meter reduction on the N/W facing limb, there's a large amount of inclusion with a high target. (T5) of the beech trees to also have large over extended limb reduced

be 3-4m. (It's the limb that extends over the garden facing west). (T6) 1 no. Beech to be fully crown reduced by 2-3 meters. (T7) 1 no. beech tree to be removed to ground level, due to bad form and suppressing neighbouring trees, high target with gas tank, and the tree seems to have low amenity value. (T8)-T9) 2 no. beech trees to be reduced by 2-3 meters. These trees are at the left hand side to the garage and on the boundary line. (T10) 1 no. Goat willow to be re pollard at old points approximately 3-4 m.

The Lake House 21 Weston Road Edith Weston Rutland LE15 8HQ

Comments by 4 May 2021

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

41/21. Update on environmental issues in the Parish:

- Grass cutting of the cemetery to be incorporated into the parish account to improve the village look and benefit the village as a community space. Current cost is £88.15 and will increase to £118.75 per cut.

Resolved.

Proposed: NF

Seconded: HW

Approved and adopted.

Actions. NF to instruct Biffa and CG to inform the trustees.

- Village Gates are still to be power washed however there is a health and safety issue with the volume and speed of traffic currently using Manton Road the contractors are not prepared to carry out the work at the moment. They may try again early one morning possibly on a bank holiday when traffic may be lighter.

Noted.

- Broadband Fibre to premises. NF has looked into the possibility of creating a test case with the 20 properties in Well Cross to see if there is an appetite for it and if that is viable then we can consider rolling it out to the rest of the village.

Actions. NF to work with **CG** on putting together a package for the next newsletter.

42/21. Outstanding Village issues

Date	Issue	Action so far from RCC
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18 Jan 2021 Fix my street	Verges in Gibbet Lane,	Auto Ack only. Ref 248650
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22 Dec 2020 and 18 Jan 2021	Blocked drains causing flooding in Weston Road	Confirmed on 11 March that now added to programmed works Further update above dated 26 March
Fix my street		
17 Dec 2020 by email and 20 Jan 2021 by fix my street	Street Cleaning/dangerous leaf build up.	Auto ack from fix my street and email ack from RCC
13/4/21 fix my street	Speed warning sign not working	RCC confirmation ref 2669783

Action. CG Outstanding issues to be chased and copy KB

- Car parking focus group

Resolved. To set up a focus group to look at car parking, line painting etc.

Focus group to contain JS, AL, HW with CG as admin. CG to contact the relevant RCC officer to arrange a meeting to go through ways in which we can move this forward. CG to copy KB into all correspondence.

- Traffic generated by Manton Bridge road closure.

Action. CG to email RCC Lucy Stephenson and copy KB

43/21. Tommy's Close Grant Application

In JG unexpected absence postpone this to the next meeting as she had some valuable input into this subject.

44/21. The Future Rutland Conversation

Action. CG to send everyone the link to participate in the consultation and to add it to the next newsletter.

<https://future.rutland.gov.uk/>

45/21. Finance:

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

Resolved. Approval of report.

- 2020/21 Q4 VAT Claim **Appendix C**

Resolved. CG to action.

46/21. To agree payment of invoices: Copies attached to **Appendix C**

- LRALC and NALC membership - £262.08

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

- Hills Accountants Payroll – £55.20

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

47/21. To discuss correspondence received by the Clerk

- Old Nursery Building, Mendip Road

Action Point. **CG** to discuss with the Welfare Unit to see if there is anything that EWPC can do to support the efforts to develop the building that is currently disused, into a community facility covering the community as a whole. EWPC to offer assistance in preparing a clear proposal. Copy both Cllr David Wilby who is RCC Portfolio for children and Cllr Ian Razzell who is RCC Armed Forces champion for RCC

- Thor Missile Site graffiti

Action Point. **CG** will be putting up posted on our notice boards and mentioning it in the newsletter in an attempt to dissuade any future behaviour and may assist in finding the culprits.

48/21. Annual Parish Meeting. **See Appendix D**

- Change of date and location

Resolved. To compile with virtual procedures the meeting is to be moved to 6th May 2021. **CG** to action.

- Possible Parish Council meeting for May 24

Resolved. To fit in an additional parish council meeting on 24 May as we have several issues ongoing. **CG** to action.

49/21. To confirm the date of the next Parish Council meeting

Monday **24 May 2021**, 7.15pm and Monday **28 June 2021**, 7.15pm. Depending on the outcome of legislation to continue virtual meeting these meetings may or may not be virtual or held in the village Hall. Further details can be found on the village website.

EDITH WESTON PARISH COUNCIL**Minutes of the meeting of the Edith Weston Parish Council (EWPC) held on Tuesday 30 March 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: 7 members of the public including Cllor Ken Bool (KB)

016/21	Apologies:
	Cllor Gale Waller
017/21	Declarations of interest in items on the agenda.
	Juliet Stuttard – item 31/21 first item is her next door neighbour. Julie Gray – Item 26/21 The third planning application is hers.
018/21	Public Open Forum:
	<p>Contractors have started cutting the grass verges in the village today but are cutting them inappropriately and leaving all the mess for residents to clear up themselves. It wasn't so bad when RCC were clearing the road regularly but now its blocking the gutters and drains and causing flooding. Can the PC pay a little more money to have the grass cutting removed?</p> <p>We can ask them to collect the grass where appropriate but areas that can only be strimmed there is no easy way to collect trimmings that have been strimmed.</p> <p>The problem is the roads are not being cleaned by RCC.</p> <p>Action points. EWPC will keep an eye on it and continue to chase RCC regarding street cleaning.</p> <p>See also closing item on outstanding highway issues.</p>
019/21	Minutes of the last meeting 22 February 2021.
	Resolved. To accept and sign as a true record.
020/21	Matters arising from the minutes not on the agenda
	None
021/21	Health Care Provision in Rutland
	Resolved. To invite Dc Hillary Fox to attend the next parish council meeting to give more detailed presentation. EWPC would like some insight onto how this affects the

	Rutland Vision Consultation. CG to action.
022/21	Update from the Army
	<p>GR introduced to the parish council officially takes over the role on Thursday.</p> <p>CG updated EWPC that the airfield will be out of bounds on Wednesday and Thursday for dog training purposes.</p> <p>CG also now working with the Army Welfare Community Support team (AWCS) on projects to help integrate the military community into the village. For example, the Easter Egg hunt that is currently around the village organised by AWCS.</p>
023/21	<p>Neighbourhood Planning Committee update.</p> <p>DRAFT minutes of last meeting 9 March 2021.</p> <p>Next meeting will be 12 April 2021. 7.00pm via Zoom.</p>
	Minutes noted.
024/21	<p>St George's Barracks Committee.</p> <p>Approval sought to Co funding SGB Reptile Survey with NLPC.</p>
	<p>Approval sought.</p> <p>Proposed: JG</p> <p>Seconded: PC</p> <p>Resolved. To contribute £200 to North Luffenham PC towards the cost of the survey. CG to action.</p>
025/21	Fibre (FTTP) Package approval.
	<p>Ultrafast Broadband</p> <ul style="list-style-type: none"> • Business Full Fibre 900 (1000 Mbps/115 Mbps) • 12 month contract • 12 or 24 month contract • £90.00 (12 month contract with £45 Activation Fee) • £85.00 a month (24 month contract with £40 Activation Fee) • Business Full Fibre 500 (550 Mbps/75 Mbps) • 12 or 24 month contract • £75.00 a month (12 month contract with £45 Activation Fee) • £70.00 a month (24 month contract with £40 Activation Fee) • Business Full Fibre 300 (330 Mbps/50 Mbps) • 12 or 24 month contract • £70.00 a month (12 month contract with £45 Activation Fee) • £65.00 a month (24 month contract with £40 Activation Fee) • Business Full Fibre 100 (115 Mbps/20 Mbps) • 12 or 24 month contract • £42.50 a month (12 month contract with £45 Activation Fee) • £38.50 a month (24 month contract with £40 Activation Fee)

	<p>Wi-Fi Extender's</p> <ul style="list-style-type: none"> • Zen Every room (Mesh Technology) to extend the WIFI signal without any drops in speeds • £109.00 one off <p>Option Extra (SLA)</p> <ul style="list-style-type: none"> • Critical Care – 24/7 support, throughput guarantee, uncontended service in the exchange, 12 hour fault fix time, service credits and an engineer on site for £20.00 a month. <p>Optional Extras (Telephone line)</p> <ul style="list-style-type: none"> • £6.51 for 5000 anytime minutes or Calls to 01, 02 and 03 numbers currently cost 6.0ppm (per second billing) • £5.00 for 250, £9.00 for 500 or £15 for 2000 or Call to 07 (Mobiles) currently cost 11.0ppm (per second billing) <p><i>All prices are excluding VAT**</i></p> <p>Approval sought.</p> <p>Proposed: NF</p> <p>Seconded: HW</p> <p>Resolved. Business Full Fibre 100 (115 Mbps/20 Mbps) £38.50 a month (24 month contract with £40 Activation Fee)</p> <p>Action point. NF to action taking it further throughout the village. CG to action new contract.</p>
026/21	To discuss planning applications received:
	<p>2021/0318/FUL PROPOSAL: Removal of Condition 8 of planning permission FUL/2002/1043, to facilitate conversion back to a single dwelling house for homeowner family occupancy The Old School House 2 Manton Road Edith Weston Rutland LE15 8HB. <i>See Separate RCC planning letter.</i></p> <p>Comments by 8th April Resolved. No objection. CG to action with the following comments: No comment</p> <p>2021/0288/CST PROPOSAL: 2 no. Weeping Birch - Fell. Plumtree Cottage 26 Church Lane Edith Weston Rutland LE15 8EY</p> <p>Comments by 14th April</p> <p>Resolved. No objection. CG to action with the following comments: No comment</p> <p>2021/0295/PTA PROPOSAL: Fell 1 No. (T1) Horse Chestnut. (T2) Horse Chestnut to be fully crown reduced by 2-3 meters. Large overextended north facing limb to be reduced by 4-5 meters over the Bt lines, also a large south facing limb to be reduced by 4-5 meters to take the tip weight out and pull the branch in from the neighbouring oak tree. Wyndham House 59 Weston Road Edith Weston Rutland LE15 8HQ</p>

	<p>Comments by 19th April</p> <p>Resolved. No objection. CG to action with the following comments: No comment</p>
027/21	Risk Assessment approval.
	<p>Approval sought.</p> <p>Proposed: JS</p> <p>Seconded: HW</p> <p>Resolved. Approval of document.</p>
028/21	Update on environmental issues in the Parish:
	<ul style="list-style-type: none"> Gravel placement to the 3 No kissing gates in the field <p>Noted: The work has been completed and the invoice has been submitted for payment in item 30/21</p> <ul style="list-style-type: none"> Litter Bins <ol style="list-style-type: none"> 1, A post mounted bin(s), this costs in the region of £100 per bin to purchase and install and could be installed on existing signage posts or lampposts. 2, The polythene unit, this costs in the region of £300 per bin to purchase and install. 3, The Glass Fibre Composite Unit, This bin costs in the region of £500 to purchase and install. <p>Approval sought.</p> <p>Proposed: JG</p> <p>Seconded: AL</p> <p>Resolved. Approval for spending £200 on 2 x option 1, in locations shown on the map provided by NF. RCC will be asked to check with residents on the exact locations of the bins. NF to Action.</p> <ul style="list-style-type: none"> Pressure washing the 4 village entry gates at a cost of £60 <p>Approval sought.</p> <p>Proposed: PC</p> <p>Seconded: JS</p> <p>Resolved. NF to Action.</p>
029/21	Finance:
	<ul style="list-style-type: none"> To note the current bank balance on the Parish Council's Accounts. Resolved. Approval of report. Revised CIL Report Approval. <p>Approval sought.</p> <p>Proposed: HW</p> <p>Seconded: NF</p> <p>Resolved. Approval of report.</p>
030/21	To agree payment of invoices:
	<ul style="list-style-type: none"> Norton Internet Security - £94.99

	<p>Resolved. To be paid. CG to Action.</p> <ul style="list-style-type: none"> • Dwayne Cloxton, gravel in kissing gates - £140 <p>Resolved. To be paid. CG to Action.</p> <p>Action point. CG to investigate the acquisition of a debit or purchase card.</p>
031/21	To discuss correspondence received by the Clerk.
	<ul style="list-style-type: none"> • New driveway installation at 1 Makeys Close (phone conversation) <p>Action Notes: CG to encourage the resident to go back to RCC with a preplanning enquiry. If planning is needed, then the PC can comment.</p> <ul style="list-style-type: none"> • CAB donation. See letter below <p>Approval sought.</p> <p>Proposed: JG</p> <p>Seconded: NF</p> <p>Resolved. Make donation of £110 to RCAB. CG to action.</p> <ul style="list-style-type: none"> • AGM date change? (Phone conversation) <p>Resolved. To defer final decision until April parish meeting. CG to add to next agenda.</p> <ul style="list-style-type: none"> • Geocache placement request. See email below <p>Resolved. To approve but review if there are any issues. CG to action.</p> <ul style="list-style-type: none"> • PCC Donation request. See email below <p>Resolved. NF to look at adding the grass cutting to the current contract with Biffa and review annually. NF to action.</p> <ul style="list-style-type: none"> • Tommy Close Grant application. See email below and separate attachments. <p>Resolved. To defer final decision to the next meeting. JG and KB to gather more information from other parishes. Trustees have asked that we encourage feed back from residents.</p> <ul style="list-style-type: none"> • Manton Bridge Road Closure. See TRO-20-188 attached separately. <p>Resolved. CG to ask RCC for confirmation of signage of diversion route etc.</p> <ul style="list-style-type: none"> • The Future Rutland Conversation. See RCC slide show attached separately. <p>Resolved. Defer to the next meeting once the official launch and more meaningful information is made available.</p> <ul style="list-style-type: none"> • Flooding on Weston Road, RCC Update. <p>Update from RCC highways “Highways and their drainage contractor recently visited site in order to investigate the flooding in this area. It was found that the kerb side drains are operational, and that they outfall into a drainage ditch. The ditch requires digging out in order for the drains to have a clear outlet in which to drain the excess surface water into. We have already raised an instruction with our main contractor to undertake the necessary works. Please note the instruction has been raised on a three month works order.”</p> <ul style="list-style-type: none"> • Outstanding highway issues <ul style="list-style-type: none"> ○ Car parking in the village. <p>Resolved. Try and escalate the car parking problems through the Rutland Water Partnership, as they are felt to be getting increasingly dangerous. CG to invite Anglian Water to join a working group to look at parking problems. JG to look at setting up a working group to gather some evidence.</p>

	Resolved. Keep an eye on items and keep chasing. CG to maintain an action sheet to monitor requests and resulting RCC actions.		
	Date	Issue	Action so far from RCC
	18 Jan 2021 Fix my street	Verges in Gibbet Lane,	Auto Ack only
	22 Dec 2020 and 18 Jan 2021 Fix my street	Blocked drains causing flooding in Weston Road	Confirmed on 11 March that now added to programmed works Further update above dated 26 March
	17 Dec 2020 by email and 20 Jan 2021 by fix my street	Street Cleaning/dangerous leaf build up.	Auto ack from fix my street and email ack from RCC
032/21	To confirm the date of the next Parish Council meeting.		
	Monday 26 April 2021 , 7.15pm via virtual conference.		
	Please note that all parish council meetings are recorded for minuting preposes.		

Appendix B

DRAFT 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 Monday 12 April 2021

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

Visitors: Consultants Hannah Barter, "Hannah the Planner" (HB), Amanda Reynolds (AR), Ioana Gherghel (IG), Louise Goodison (LG)

NPC 19/21.	Apologies	PB
	None	
NPC 20/21.	Declarations of interest in items on the agenda.	PB
	None	
NPC 21/21.	Public Open Forum	PB
	None	
NPC 22/21.	Minutes of the last meeting held on 9 March 2021.	PB
	Resolved. To accept and sign as a true record.	
NPC 23/21.	Matters arising from the minutes not on the agenda	PB
	None	

NPC 24/21.	Actions from Parish council meeting 30 March 2021	PB
	None	
NPC 25/21.	Grant process Update:	CG
	Currently waiting for the grant process for this financial year to open. A meeting between JG, CG and HB is set for Monday 19 th April (when we believe the application process will be open) to go through the application process.	
NPC 26/21.	Planning Consultant Update:	HB
	<p>Brief introduction for those who have not met her yet with a brief description of the process and steps needed.</p> <p>Action Points: Email RCC and ask what the likely time scale will be on receiving confirmation of the designated area. CG to action.</p>	
NPC 27/21.	Technical Consultant Update:	AR
	<p>Introductions. Presentation on work carried out for North Luffenham so far to demonstrate how they will be working with Edith Weston.</p> <p>Action Points: There are three meetings we need to consider fitting into the next few weeks.</p> <ol style="list-style-type: none"> 1. Meeting amongst ourselves to look at Amanda's presentation (attached), go through it, and think about how we want to develop it to suite our "preferences". 2. Once we have had meeting 1, we need to organise the site meeting for Amanda and her team to come and look at the village and discuss our "preferences". We also need to think about who and when. Ioana has suggested that meeting to be next week on Tuesday or Thursday if possible. They will be driving up from London so will be with us late morning. 3. Ask Kay if we can have access to the site, both airfield and Officers mess. 4. Set up a zoom meeting, most probably on Monday 26th at 6pm (if NL agree) to sit down with consultants and NL. 5. Send all Design Code and Local Plan responses to AR <p>CG to action all the above.</p>	
NPC 28/21	Process.	PB/JG
	Grant Application	
	Master Plan meeting	
	Site meeting	

Official Notice from RCC acceptance of Area Designation

Develop action list

NPC 29/21	Locality guidance notes, information and useful reading:	PB
	https://locality.org.uk/services-tools/neighbourhood-planning/ https://neighbourhoodplanning.org/ https://neighbourhoodplanning.org/toolkits-and-guidance/neighbourhood-planning-grant-technical-support-guidance-notes/	
NPC 30/21	Place Check Results	CG
	See Appendix	
NPC 31/21	Post Card Competition	CG
	No applications or submissions received.	
NPC 32/21	To confirm the date of the next NPC Committee.	
	Monday 26 April, 6pm via Zoom	

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

Appendix C attached separately

Appendix D

Dear Colleague,

Friday round robin email

Annual Meeting of Council – Top Tips

Please see below for a piece first circulated a few years ago which is intended to assist all councils with their annual meetings (both PM and PC):

- There is no such thing as an AGM in the world of Parish Meetings/Parish Council meetings, only the "Annual Parish Meeting" and "Annual Parish Council Meeting". It is recommended that the term "AGM" should be avoided as it causes confusion.
- Some Councils are still holding an Annual Parish Council Meeting followed by a separately convened Parish Council Meeting on the same evening. If there is additional Council business to consider other than that required by law (i.e. election of Chairman) at an Annual Parish Council Meeting then these should be added to the agenda of that meeting. There is no need to convene an extra Parish Council Meeting to do so, unless the Standing Orders of your council require it.
- The Annual Parish Council Meeting must by law be held in May. This is a statutory requirement and is not optional.

- The first business of the Annual Parish Council Meeting must be the election of the Chairman. This is a statutory requirement. If no Chairman can be elected the meeting cannot continue beyond this agenda item.
- There is no statutory requirement for a Councillor to be present at the Annual Parish Council Meeting in order to be elected as Chairman.
- The Clerk should not be in the chair during the election of Chairman; a common misunderstanding. A Clerk can never take the chair of a council meeting.
- The current Chairman must use their casting vote in the case of a tie in the election of Chairman (see NALC Legal Topic Note 2 for full details).
- The newly elected Chairman must sign a declaration of acceptance of office form before taking the Chair, which they should do immediately following their election.
- There is no statutory process or requirement for nominations, etc. Your council's Standing Orders may provide for this, but if they do not then any councillor can stand for election as Chairman at the Annual Parish Council Meeting without notice or nomination by another.
- The Annual Parish Meeting is not a Council meeting, but rather is a meeting of local government electors registered for the area for which it is held. It must be held between 1st March and 1st June. It is entirely separate from the Annual Parish Council Meeting, though is sometimes held on the same evening.
- The minutes of the Annual Parish Council Meeting must be approved at the next Parish Council Meeting, and must not be held over until the following year's Annual Parish Council Meeting.
- The annual meeting of the Parish Meeting must happen annually, as the name suggests. Last year an exemption was in place due to coronavirus which meant the annual meeting of the Parish Meeting did not need to take place, this was a one-off.

Guidance for councils planning for a return to physical meetings (excerpt from NALC web guidance)

As face-to-face council meetings start to resume there will still be the risk to attendees of COVID-19 exposure. Councils should conduct a risk assessment in advance of a face to face meeting which should give consideration to what the council can do to reduce risk to councillors, staff and public including:

- Providing hand sanitiser to those entering the meeting room and making sure hand sanitiser is readily available in the room itself
- Staggering arrival and exit times for staff, councillors and members of the public
- Placing seating at least 2-metres apart
- Ensuring everyone wears face masks
- Holding paperless meetings
- If papers are provided, people should be discouraged from sharing with others and asked to take the papers with them at the end of the meeting to minimise how many people handle the papers
- Arranging seating so people are not facing each other directly
- Choosing a venue with good ventilation, including opening windows and doors where possible
- Choosing a large enough venue to allow distancing – this may mean choosing a different venue to what the council used before.
- The council (or venue owner/operator) will need to identify the venue's maximum capacity in their risk assessment, taking into account the need for social distancing. Consider how the council will ensure this capacity is not exceeded and how it will manage the situation if more people wish to attend than capacity allows. For example, could meetings be live-streamed or could members of the public submit questions via email?
- If the venue has an NHS QR code to support test and trace then all attendees should register using that app, for those without access to the app they should register attendance in line with the venue's test and trace procedure. NB all venues in hospitality, the tourism and leisure industry, close contact services, community centres and village halls must have a **test and trace procedure**
- Venues must conform with the government guidance for **multi-purpose community facilities** and for **council buildings**. If the venue is run by the council then the council must take responsibility for this, otherwise, the council can ask the venue to provide confirmation that they do conform to this guidance
- The council must understand and ensure it is acting in compliance with the latest government **safer workplaces guidance**

LRALC

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Web www.leicestershireandrutlandalc.gov.uk

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