

EDITH WESTON PARISH COUNCIL

Minutes of the meeting of the Edith Weston Parish Council (EWPC) held on Monday 26th July 2021 at 7.15pm in the Village Hall.

Attendance: Julie Gray (JG) - Chair, Helen Wood (HW), Cathie Gwilliam (CG) - Clerk, Gary Rutherford (GR) - Military Liaison, Neil Farmer (NF)

Visitors: 4 members of the public including County Councillor Ken Bool (KB), Gale Waller (GW)

87/21. Apologies

Andrew Lunn, Juliet Stuttard and Peter Coe

88/21. Declarations of interest in items on the agenda.

None

89/21. Public Open Forum

Cllr Gale Waller asked that we remind everyone that at the 1st September County Council meeting, RCC will be making a final decision on the Local Plan. For details please see the RCC website link

<https://rutlandcounty.moderngov.co.uk/ieListDocuments.aspx?CId=145&MId=2434>

NOTE:

Members of the public are respectfully reminded that in order to place matters before the Council they must attend the meeting in person. Questions submitted in writing may be discussed under the correspondence item of the meeting or may be answered directly in writing. Hybrid meetings where some participate via zoom and some on person are not legal. Meetings held entirely via zoom are also no longer legal. Meetings will be broadcast via zoom for residents to listen in, when possible.

90/21. Minutes of the last meeting 24 May 2021. Please see **Appendix A below.**

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

91/21. Matters arising from the minutes not on the agenda

Spire Homes reply. Please see **Appendix B** below

Action Points:

CG to chase Spire homes for any further comments after site visit.

CG to set up a Fix My Street

92/21. Update from the Army

GR confirmed that the 2IC Maj Matt Garwood was leaving at the end of August.

93/21. Neighbourhood Planning Committee (NPC) update.

Last meeting was 13 July 2021. 7.00pm in the village hall and via Zoom. Please see **Appendix C** below

94/21. Traffic Management Focus Group (TMFG) Update. Please see separate Briefing Note.

Action Point: EWPC have asked TMFG to put together a prioritised list of highways' requests following the action points of the site meeting listed in the TMFG briefing note and also consider the updated ITCP 2020/2019 report from RCC regarding outstanding traffic management works.

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.

Action Point: CG to draft response.

Parishes also to list any activity 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 suggested the possibility of using the planting of bulbs on verges as a possibility

96/21. Rutland Water Partnership update.

Meeting took place on 22 July. CG represented EWPC. Points to note.

- There will be a Parking Strategy Report available for comment at the October RWP meeting.
- CG welcomed the introduction of more enforcement officers but felt that AW were all too aware that enforcement was the issue. She felt that AW should be held accountable for the problems they were responsible for causing and that ambiguity existed between AW and the Police as to responsibility for enforcement. She flagged up that off-road parking areas had been created by visitor flow which was badly damaging some of the verges. She particularly reported damage to Gibbet Lane leading to the sailing club in Edith Weston and other verges leading up to the Peninsula. This has been noted by Cllr Lucy Stephenson.

97/21. To discuss planning applications received

None

98/21. Update on environmental issues in the Parish:

- Village Gates yet to be cleaned. Now traffic has calmed slightly it may now be completed.
- Hedge has been cut in the cemetery. **NF** to look at getting quote for tidying up the dell as ivy is overtaking some of the trees.
- The dog poo bins are not being emptied very regularly and EWPC to encourage residents to contact RCC Environmental health and complain.

99/21. Finance:

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

Resolved. Approval of report.

- Note approval for the following expenditure via email prior to meeting. Please see **Appendix E** attached separately
 - Parish Council Insurance with Zurich at £167.44

- Parish Council website domain names £47.48.

100/21. To agree payment of invoices: Copies attached to **Appendix D**

Reimburse Clerk expenses total £83.75 as follows:

- Domain names as approved above - £44.99 (£35.99 + £9.00)
- Zoom June - £14.39
- Printing paper, Colemans - £9.98
- Zoom July - £14.39

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

Other expenditure

- Hills Pay Role - £55.20

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

- RCC Street Lighting recharge - £359.18

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

101/21. To discuss correspondence received by the Clerk

A. Copyright infringement scam. Please see **Appendix F** below

Correspondence noted.

B. Storage Upgrade - £95.88 per annum Please see **Appendix F** below

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

C. Website Transfer Please see **Both Appendix F's attached separately.**

Two Options

- **Renew current website for another 12 months - £522.00**
 - Poor quality out dated site.
 - No flexibility.
 - Very time consuming to keep updated.
- **Transfer to new site - £634.00**
 - All transfer work done at no time cost to parish staff
 - After 1st year set up, annual cost will **save approx. £370 per annum**

D. Clerk highly recommends the transfer for the following reasons

- There are some very important public consultations coming up that will be very difficult and ineffective on our current website.
- Functions currently carried out by clerk will be done automatically, for example updating the planning applications, and newsletter circulation management.
- It will save both time on the clerk's part and running cost.

- 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.

Correspondence noted.

Action Point. CG to contact 2 parishes that use the new provider in the last 6 months to gain independent recommendations.

E. Vacant position for Parish Councillor.

Action Point. CG to advertise co-option.

102/21. To confirm the date of the next Parish Council meeting

Tuesday 24 August 2021, 7.15pm, The Village Hall

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

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

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.

Resolved. Approval of report.

84/21. To agree payment of invoices:

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.

Letter from RAF Press office at RAF Wittering detailing additional aircraft movements during the week of 31st 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.

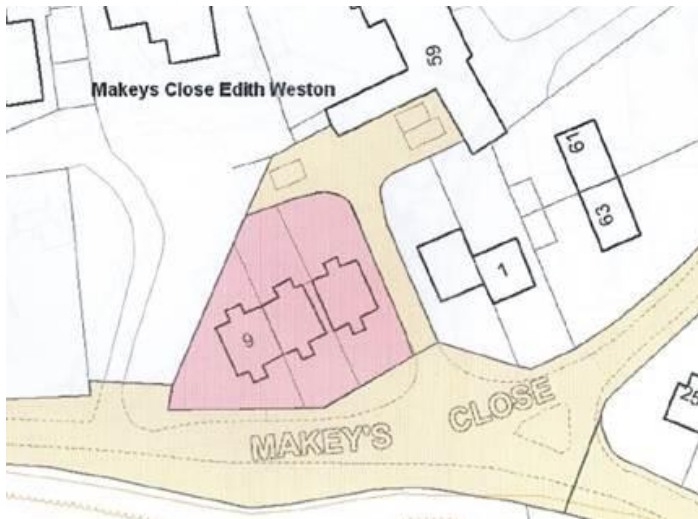
Wednesday, August 11, 2021 at 10:26:08 AM British Summer Time

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

Appendix C

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: Amanda Reynolds (AR), Louise Goodison (LG)

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.	PC
	Resolved. 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.	
	https://www.edithweston.com/edith-weston-parish-council-neig1.html	
	Action Points:	
	<ul style="list-style-type: none">• Comments and further descriptions to CG as soon as possible.• JG to assist CG with letter to land owners	

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

Appendix D attached separately

Appendix E attached separately

Appendix F Below & attached separately

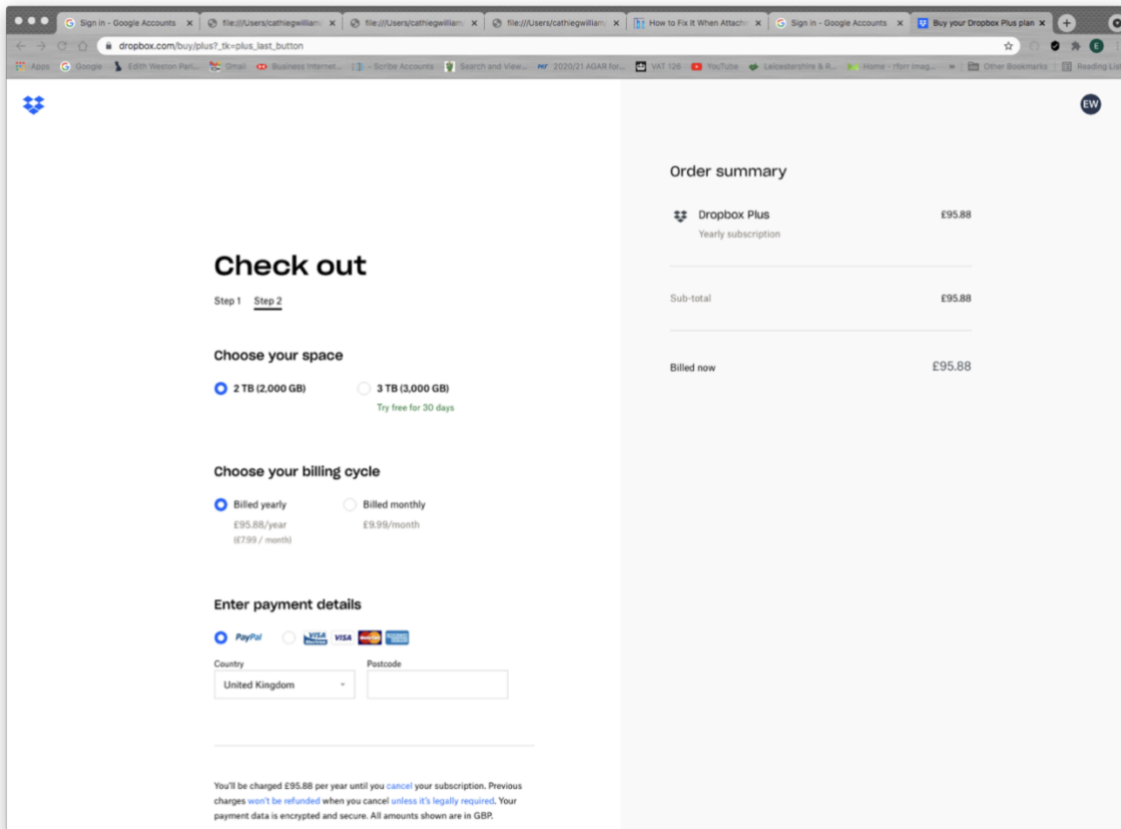
Scam confirmation



The screenshot shows a web browser window with a user profile 'Cathie Gwilliam' and a 'Shortcuts' menu. The main content is a 'Comments (2)' section. The first comment is from 'Jake' dated 'Wed, 02 Jun 2021 11:18:14 +0100', stating 'I am looking in to this for you, it may be Monday before I respond due to half-term.' The second comment is also from 'Jake' dated 'Sun, 06 Jun 2021 19:02:21 +0100', discussing a copywrite infringement issue and recommending deletion. The comments are displayed on a background image of a rocky landscape.

Author	Comment
Jake said:	1. Posted Wed, 02 Jun 2021 11:18:14 +0100 Cathie, I am looking in to this for you, it may be Monday before I respond due to half-term.
Jake said:	2. Posted Sun, 06 Jun 2021 19:02:21 +0100 Cathie, All I've managed to discover is this from my colleague in Northants. I would suggest the same as him, especially as he has experience of a council that was facing a real one of these, which this appears not to be. Regards, Jake Dear Jake, Councils in Northants have had those recently too. I am recommending deletion. The copywrite infringement issue that Farthinghoe Parish Council had a few years ago was very targeted and specific, whereas these emails seem to be sprayed out without specific intel. Best regards, Danny. Danny Moody Chief Executive Northants CALC

Storage Upgrade



The screenshot shows the Dropbox Plus checkout page. The user is logged in as 'Cathie Gwilliam'. The page is titled 'Check out' and shows the 'Order summary' on the right. The 'Choose your space' section has two options: '2 TB (2,000 GB)' (selected) and '3 TB (3,000 GB)'. The 'Choose your billing cycle' section has two options: 'Billed yearly' (selected) and 'Billed monthly'. The 'Enter payment details' section shows the user's country as 'United Kingdom' and a 'Postcode' field. The 'Order summary' on the right shows the total price of £95.88.

Item	Price
Dropbox Plus Yearly subscription	£95.88
Sub-total	£95.88
Billed now	£95.88