

EDITH WESTON PARISH COUNCIL

Minutes of the meeting of the Parish Council (PC) held on Monday 4 April 2016

Present: Councillors –H. Shepherd (HS) (Chair), N. Milne (NM), I. Langford (IL), R. Harris (RH), J. Boddington (JB)

Visitors: County Councillor Waller (GW), S. Boston (SB)

Item	Description	Action
1. Apologies	Councillors Fagence and Coe, County Councillor Bool, Captain W. Quigley	
2. Declarations of interest on items on the Agenda	<ul style="list-style-type: none">IL declared an interest in relation to item 6 – reimbursement of parts for the defibrillator	
4. Minutes of meeting of meeting of 29 February 2016	Minutes of the meeting of 29 February agreed as a correct record.	
5. Matters arising from the minutes not on the agenda	<ul style="list-style-type: none">Yellow lines at Normanton Road. The Clerk to follow up with GF.Cemetery – IL reported that the Clerk had sent details of the course the LRALC runs on Parish Council responsibilities for cemetery management. It was agreed that this should be an item on the agenda for the next meeting.NM has spoken to David Forbes and reported that the Diocese requires 28 days to consult on the proposal to place the Lancaster bomber crash memorial on church property. Will update at the next meeting.Transparency Fund spending – NM will speak to the Village Hall Committee about installation of an internet connection.Electronic sign on Normanton Road is still not working. The Clerk will follow this up with David Brown.Street lighting proposals – the Clerk to follow up with Neil TomlinsonParking on south shore of Rutland Water – SB asked the Parish Council to look into the parking of vehicles. It was his understanding that vehicles may be given permission to park beyond the gate off the Normanton car park, but no further than the creek at the bottom of the hill. Vehicles are now parking beyond this point, and SB has been told by the Park Manager that they can park anywhere. The sign advising vehicles that no unauthorised parking is allowed is now missing. SB has also spoken to the Senior Warden for Rutland	<div>BS</div> <div>BS</div> <div>NM</div> <div>NM</div> <div>BS</div> <div>BS</div>

	<p>Water, Andy Ainscough, who confirmed that there are limits for vehicles parking.</p> <ul style="list-style-type: none"> The Parish Council agreed the following: <ul style="list-style-type: none"> To write to Anglian Water to ask for confirmation of the limits where vehicles are permitted to park, and to ask for the signage to be replaced GW suggested that this is a matter which should be raised with the Rutland Water Partnership as County Councillor Bool is a member (copy in GW and KB) BS to take forward 	BS
7. To note the current bank balance on the Parish Council's accounts	<p>The Chair reported:</p> <ul style="list-style-type: none"> Community Account (15 March 2016) - £2,112.84 	
8. To agree payment of invoices	<p>The following invoices were presented for payment, and agreed:</p> <ul style="list-style-type: none"> Eon - payment of non metred electricity, March 2016 - £57.17 Eon – quarterly maintenance payment - £86.18 Leicestershire Footpath Association – annual subscription - £5.00 Mrs I. Langford – reimbursement of parts for the defibrillator – after discussion it was agreed that the correct figure for IL's reimbursement was £151.02. 	
9. Audit of Parish Council accounts	<ul style="list-style-type: none"> The Parish Council formally agreed to the proposal that the Parish Council will remain opted-in to the Sector Led Body arrangements for the procurement of external audit which will replace the function of the Audit Commission related to the Parish Council external audit s from 2017. The charge for Parish Councils with a turnover of less than £25,000 has not yet been confirmed. BS informed the Parish Council that she has yet to find an internal auditor for the 2015-16 Parish Council accounts. It was agreed that the Clerk will approach 3 accountancy firms for a price for the internal audit. NM proposed, IL seconded, all in favour. 	BS
10. Parish Council insurance	BS reported that three quotations will be sourced from Parish Council insurance providers, and will report back at the next meeting	BS

<p>10. Transparency Fund spending</p>	<ul style="list-style-type: none"> NM reported that a laptop has now been purchased for the Parish Council. It comes with additional Microsoft Office and antivirus licences, which NM suggested Parish Councillors may wish to use. RH to be sent the antivirus programme. The question of insurance cover for the laptop to be discussed at the next meeting NM to be reimbursed cost of the laptop In answer to a question from NM about whether the updated Parish Council finance regulations include provision of a credit card, this will be discussed at the next meeting. 	<p>BS</p> <p>BS</p>
<p>10. Update on ongoing safety issues in the Parish</p>	<p>Defibrillator – It was agreed that RH will be the Parish Council local co-ordinator for the operation of the defibrillator.</p> <ul style="list-style-type: none"> Governance arrangements must be put into place for the operation of the defibrillator and its servicing. This will be the WebNos system operated by the Community Heartbeat Trust. RH confirmed this is unlikely to involve the Parish Council in any cost, but asked that the Parish Council agreed to join the Community Heartbeat Trust to ensure that the defibrillator is kept updated and checked: <ul style="list-style-type: none"> Proposed by NM, seconded by JB, all in favour RH also asked the Parish Council to agree to join the Village Emergency Telephone System (VETS). This will mean a set up fee of £45, first year free, and then a fee of £100 annually. This means that the co-ordinator identified volunteers to support in an emergency. Training can be arranged. In an emergency, the VETS number must be dialled, and is answered by a volunteer on the VETS who will then fetch the defibrillator. In response to a question about what might happen if the wrong person answers the phone – is the call responded to by the next person on the list? – RH will find out and report back at next meeting. IL expressed concern that setting up the correct procedures is taking time. Notices describing the procedures in the event of a cardiac arrest will be displayed on the noticeboard, in the pub and shop. GW asked if a minimum of information can be put on the notice, and in a size 14 font. The Parish Council were asked to agree that a) the Council subscribes to the VETS scheme and b) RH is allowed to proceed with finding suitable volunteers: <ul style="list-style-type: none"> NM proposed, JB seconded, all in favour 	<p>RH</p> <p>RH</p> <p>RH</p>

	<ul style="list-style-type: none"> The defibrillator will remain a standing item on the Parish Council agenda, and RH will update at next meeting. <p>Streetlights - HS reported that the streetlight outside her house is flickering. BS to raise this with Eon.</p>	BS
11. Update on environmental issues in the Parish	<p>Grasscutting</p> <ul style="list-style-type: none"> IL reported that Groundforce had been cutting the grass in the village. She raised this with RCC who confirmed that this was an error. IL has contacted Cory who will be cutting the grass in the village this week. IL has agreed with Cory that they will let her know if they have not been able to cut because of parked cars and they will come back to do so if she can get them moved. They will also try to come to the village on the same day every two weeks (weather dependent) and hopefully villagers will then know to move any vehicles for that day <p>Well Cross</p> <ul style="list-style-type: none"> IL circulated a draft consultation paper to be circulated to every house in the village. The lime tree on Well Cross belongs to RCC Highways, and should have been maintained by RCC. As the the land on which Well Cross is situated belongs to RCC, GW suggested asking RCC to fund the cost of the proposed improvements, including putting down turf. It was agreed to approach David Brown, copying in GW and KB. IL reported that Burnt Oak Developments have quoted £1400 plus VAT to lift the paving stones and lay turf. Skip licences may be required by RCC in which case there could be an extra charge to cover this cost In principle, Heritage England have agreed to the work on the Well Cross. It is proposed to lift current slabs, and replace with York stone. RH asked if it would be possible to preserve the bench round the tree rather than remove and replace with a separate bench. GW suggested the Parish Council wait for the response from David Brown to the proposals, but to go ahead with the consultation. The consultation letter to include more space for comment, and optional name and address It was proposed that the bench round the tree should be remain 	

	<p>with the option of a separate bench to be included in the consultation:</p> <ul style="list-style-type: none"> ○ RH proposed, JD seconded, all in favour ● Consultation letters to be revised, printed and circulated to the village during the week. <p>Parish Council noticeboards</p> <ul style="list-style-type: none"> ● HS has sent an e mail to Captain Quigley with specifications for the noticeboard. It will be situated on the corner of Crummock Avenue. The noticeboard will be for parish use only. Prices for a 900 x 600 cm board range from £300 to £675. However HS has found a green aluminium board, supplied by the Parish Board Company, at a cost of £325. The Parish Council approved the noticeboard, subject to the agreement of the MOD 	
12. To discuss correspondence received by the Clerk	<p>Correspondence received by the Clerk was discussed.</p> <ul style="list-style-type: none"> ○ The new High Sherriff will be advised of the dates of the tea party for the Queen's 90th birthday, and the Village barbecue ○ RCC e mail re. bus stop enhancements to be forwarded to Captain Quigley for reply ○ GF to be advised of response from Department of Transport re. proposed stopping up of highway at Empingham Road, Ketton 	<p>BS</p> <p>BS</p> <p>BS</p>
13. To discuss any Planning Permission applications received between now and the meeting	<p>The following planning applications were discussed:</p> <p>Reduce, pollard, fell trees, 2 King Edwards Way - no objection</p> <p>Pollard, fell cypress trees – 10 Church Lane (interest declared by HS as immediate neighbour) no objection</p> <p>Removal of existing outbuilding and erection of single storey kitchen/diner – 35 Normanton Road – no objection</p>	
14. To confirm the date of the next Parish Council meeting	Monday 25 April, 7.15 pm, Village Hall, Edith Weston	