



# EDITH WESTON PARISH COUNCIL

24 Coniston Road, Edith Weston LE15 8HP

## Minutes of the meeting of the Edith Weston Parish Council (EWPC) held on Monday 20th May 2024 in Edith Weston Village Hall

**In Attendance:** Andy Lunn (AL) (Chair), Peter Vickers (PV), Emily Roden (ER), Charlotte Cave (CC), Joseph Akak (JA), Helen Wood (HW), Sara Glover (SG) Clerk

**Visitors:** 0 members of the public were present

Agenda No		Action
015/24	<b>Apologies</b>	
	It was resolved to accept apologies from Councillors Gale Waller and Tim Smith, PC Edd McKinnon and Jenna Miles.	
016/24	<b>Resignation of Parish Councillor</b>	
	Following JS's resignation, the vacancy for a Parish Councillor will be advertised tomorrow (21 <sup>st</sup> May) for 14 working days (excluding bank holidays) with a closing date of 11 <sup>th</sup> June.	SG
017/24	<b>Declarations of interest in items on the agenda</b>	
	None	
018/24	<b>Public Open Forum</b>	
	There were no questions from the public.	
019/24	<b>Rutland Council Report</b>	
	There was no-one present from RCC.	
020/24	<b>Minutes of the meeting held on Monday 29<sup>th</sup> April 2024</b>	
	<b>Resolution:</b> Approved and to be signed as a true record.	
021/24	<b>Matters arising from the minutes not on the agenda</b>	
	<ul style="list-style-type: none"> <li>Insurance cover – following receipt of a quote to increase the level of cover for village assets, it was resolved to remain with the Zurich STS package policy for 2024/25. This is specifically for Town and Parish Councils and comes with set lines of cover which cannot be amended. The rationale for this decision was that increasing the cover for assets would require a tailormade insurance package and the assets have no residual value (the asset register shows replacement cost). It was agreed to review the asset register.</li> </ul>	SG
022/24	<b>Update from the Army</b>	
	JM had sent an email with the following points:	

	<ul style="list-style-type: none"> <li>No update on streetlights, but JM will chase Pinnacle and AMEY for an update before the next meeting.</li> <li>No update on DIO providing a dog waste bin – it is being placed on their future financial plan.</li> <li>New Commanding Officer is carrying out her handover takeover this week and is in post. SG to write to invite her to meet the Parish Council.</li> </ul>	SG
023/24	<b>Forum Updates</b>	
	Parish Liaison Meeting – 12 <sup>th</sup> June – JA to attend. SG to send details.	SG/JA
024/24	<b>Neighbourhood Planning Committee (NPC) update</b>	
	<ul style="list-style-type: none"> <li>Regulation 16 consultation will finish on 10th June (6 weeks from 29<sup>th</sup> April). Hopefully this will allow the referendum to take place in early September.</li> <li>Further appeal in relation to 62 houses on Normanton Road is due in mid-September – the documents have been sent out for review. It was resolved to appoint Hannah Barter to review and draft a response on behalf of Edith Weston Parish Council. This work would take 1-2 days at a cost of £525/day, i.e. maximum expenditure of £1,250.</li> </ul>	
025/24	<b>Planning applications</b>	
	<p>No new planning applications had been received.</p> <p>A review of the following planning application had taken place following representation from villagers and a revised resolution of Objection was submitted to RCC which reflected more fully the EW Neighbourhood Plan currently out to consultation, particularly highlighting issues with the field being ridge and furrow, and restrictions on parking.</p> <p><b>i. 2024/0381/MAF: Change of use of agricultural field to an enclosed dog walking field (re-submission)</b> Rutland Water Camp Site, Gibbet Lane, Edith Weston, Rutland LE15 8HJ</p>	
026/24	<b>Environmental Issues</b>	
	<ul style="list-style-type: none"> <li>Grass cutting contract: sadly, following issue of the agenda, the contractor has given immediate notice to terminate the contract to provide a grass cutting service to Edith Weston village. This in breach of the three months’ notice stipulated in the contact they signed. It was resolved that the following action to take place: <ul style="list-style-type: none"> <li>SG to make telephone contact with Emery Grounds and Garden to try and agree a plan of action to cover the three months’ notice. If there is no response, JA to draft a letter to send to the company stating they are in breach of contract.</li> <li>SG to get more quotes for the providing of the grass cutting service.</li> <li>HW had spoken to someone in the village who could do a one-off emergency cut in areas which may post a health and safety risk (i.e. reduced visibility) at a day rate of £220. HW to ask JFW Services to formally email the parish clerk so this can be progressed.</li> </ul> </li> </ul>	<p>SG</p> <p>JA/SG</p> <p>SG</p> <p>HW/SG</p> <p>SG</p>

	<ul style="list-style-type: none"> <li>- A notice to be put up in noticeboards and the shop to inform villagers of the issues re grass cutting.</li> <li>- Cemetery – HW to inform the PCC and request that they source someone to cut this area in the interim.</li> </ul> <ul style="list-style-type: none"> <li>● Birdfair – AL has written to RCC in respect of traffic management arrangements but has not yet had a response. SG has liaised with Manton Parish Council who appeared satisfied with traffic management arrangements.</li> </ul>	HW
027/24	<b>Finance</b>	
	<ul style="list-style-type: none"> <li>● Finance report and current bank balance was accepted and approved as presented.</li> <li>● Invoices as noted on the finance report had been approved for payment by the Finance Committee and were noted by the Parish Council.</li> </ul>	
027/24	<b>To consider and approve documents relating to the 2023/24 AGAR</b>	
	<p>It was resolved to approve all of the following documents noting actions arising:</p> <ul style="list-style-type: none"> <li>i. Internal Auditor’s Report.</li> <li>ii. Recommendations arising from the Internal Auditor’s Report: it was noted that the auditor had been unable to sign off section B for the following reasons: <ul style="list-style-type: none"> <li>a. The current banking processes do not comply with LGA 72 in that there should be two signatories for electronic bank payments (currently the clerk seeks approval from the Finance Committee and then makes payment). A Parish Councillor will, in future, need to access the bank account to approve and release payments. It was resolved that this could be HW and/or AL. SG to action.</li> <li>b. The council did not comply with the regulations in regard to Chairman’s expenses. AL agreed to pay back the expenses immediately. AL also offered his resignation as a Parish Councillor, which was not accepted by the rest of the Parish Council.</li> </ul> </li> <li>iii. The Annual Governance Statement 2023/24.</li> <li>iv. The Accounting Statements 2023/24.</li> <li>v. The bank reconciliations to 31/03/2024.</li> <li>vi. The explanation of variances (against expenditure in 2022/23).</li> <li>vii. The dates for the period of public rights as being from Monday 5<sup>th</sup> June to Friday 14<sup>th</sup> July 2024.</li> </ul>	SG  AL  SG
029/24	<b>Correspondence received by the Clerk</b>	
	None had been received.	
030/24	<b>Date of next Parish Council meeting</b>	
	The next meeting will be held on <b>Monday 24<sup>th</sup> June</b> at 7.15pm in Edith Weston Village Hall.	SG