

EDITH WESTON PARISH COUNCIL

Minutes of the meeting of the Edith Weston Parish Council (EWPC) held on Monday 27 April 2020

Attendance: E, Jarron (EJ), H. Wood (HW), N. Farmer (NF), Peter Coe (PC) Paul Boggust (PB) - Chair and the Clerk, C. Gwilliam (CG) Capt. K, Masson (CKM)

Visitors: 4 members of the public including County Councillors Bool and Waller

32/20. Apologies

None

33/20. Election of new Parish Councillor.

The casual vacancy following Norman Milnes resignation was advertised in March. RCC confirmed we could co-opt someone to fill the vacancy via email dated 17th March 2020.

Resolution Juliet Stuttard was proposed by HW, seconded by and agreed by all.

34/20. Declarations of interest in items on the agenda.

CG declared a personal interest in item 44/20 as she has submitted an invoice for payment.

35/20. Public Open Forum

None

36/20. Minutes of the last meeting held on 17 February 2020.

Resolved. To accept and sign as a true record.

37/20. Matters arising from the minutes not on the agenda

None

38/20. Update from the Army

CKM detailed two concerns raised in relation to base personnel as follows:

- 1) Increased number of speeding traffic along Pennine Drive including lorries causing health and safety issues for residents of that area.

Resolved. CKM to approach Rutland County Council (RCC) Helen Briggs from a base personnel standpoint and County Councillor Waller also to approach RCC Helen Briggs on this issue separately.

Wider traffic calming measures were also discussed. Please see item 42/20.

- 2) Closure of the Airfield from public use. CKM detailed why the decision had to be taken to restrict public access for their own safety because the Covid-19 situation has restricted the training location for the working dogs, they are having to carry out all their training and exercise on the airfield. Some of these dogs can be dangerous and for safety reasons the airfield has been closed to the public while the Covid-19 restrictions are in place. However, there are still a

number of public continuing to use the airfield and CKM has asked that the parish publicise the closure and the reasons for it as widely as possible throughout the parish.

Resolution. County Councillor Waller agreed to add to her next Covid-19 newsletter to the surrounding parishes. CG will also put on the parish website and notice boards.

39/20 Neighbourhood Planning Committee update.

Nothing to report.

40/20 Future of St George's Barracks
PCLG update

Marrons have been instructed to provide advice on the Local Plan on behalf of EWPC. CKM confirmed RCC had invited him to take part in the consultation and acknowledged that the consultation was currently on hold due to the Covid-19.

41/20 To discuss planning applications received

- 2020/0006/APPEAL Old Pump House, Manton Road, Edith Weston, Rutland. Representation by 5th May.

PC reported that having read the letter, reviewed the guidelines and spoken to RCC Planning Department the situation is as follows.

As this is a householder appeal and is being dealt with by written representations, third parties (including EWPC) cannot make any further representations. RCC send their information along with third party representations (our original objection) to the Inspector. He can then ask the appellant or RCC for further information, but we can make no further comment either to the Inspector or RCC.

Basically, it is out of our hands and the Inspector will make a decision based on the information provided during the original application procedure (application, accompanying information, non-objections and objections and RCC decision).

- 2019/0736/FUL Change of use of hardstanding from an airfield to B8 vehicle storage (retrospective) - Land At St George's Barracks, Welland Road, Edith Weston Rutland. Comments by 9th May

Please see PC report contained in **Appendix B**

Resolution. PC to work with resident Tim Collins who has completed several wildlife studies on the site, to put together a detailed response to RCC.

42/20 Update on environmental issues in the Parish:

- Response to Yellow Lines letter

Number of responses – 5

In Favour – 2

Against – 3

Additional residents suggestions – Including the Spinney in proposed yellow lines.

Including 43-19 Normanton Road.

Including a Pelican or Zebra Crossing.

- Traffic calming and speeding issues.

NF reported that following the above resident's feedback regarding yellow lines this proposal has been dropped. The proposal from RCC now consists of:

40mph buffer zone along Normanton Road.

Red high friction markings on Manton Road

Red high friction roundels on Gibbet Lane

County Councillor Bool explained that as the current RCC had made reduction of speeding in the county one of their objectives there is finance available for hard constructions such as pinch points available.

Resolution. CG to draft a letter in conjunction with PB and NF to request a in depth traffic survey be completed to further support the need for traffic and speed calming measure throughout the village as a hole on health and safety grounds. This should also pick up the speeding issues on Pennine Drive as detailed in item 38/20. CKM and County Councillor Bool and Waller to be copied in on correspondence.

- Replacement noticeboard

Please see quotes contained in **Appendix C.**

Resolution. NF to go with his recommended option 2 in the quotes.

43/20 Finance:

To note the current bank balance on the Parish Council's Accounts. See **Appendix D** presented at the meeting.

44/20 To agree payment of invoices:

- 2commune – website - £522

Resolved. To be paid.

- RCC – Street Lighting - £359.18

Resolved. To be paid.

- Hills Monthly payroll and HMRC return - £55.20

Resolved. To be paid.

- LRALC/NALC membership 2020/21 - £258.34

Resolved. To be paid.

- Zoom virtual Conferencing Monthly subscription - £14.39. Request to set up standing order to reimburse Clerk as expenses for the duration of the subscription only. **See Appendix E**

Resolved. To be paid.

- Discus Clerk overtime following advice from LRALC.

Resolved. CG to approach Hills accountants to discuss processing time sheets as a process in which to add clerks' overtime to the wages. CG to report back to the next meeting.

45/20 To discuss correspondence received by the Clerk

- Grass Cutting

Confirmed that Biffa have done the first cut, so no action required.

- Covid – 19. EWPC response

CG gave a report from the confidential conference calls between RCC and all Parish Councils.

Resolved. To keep open the offer of support to the Village Hall committee should a prolonged closer result in financial difficulty in meeting their running costs.

- Emails received concerning parked vehicles restricting the road adjacent to 17 King Edwards way, the footpath entrance to Tommy's Close and the public defib.

Resolved. EJ to talk to the resident believed to own some of the vehicles in question.

- Sheep in Tommy's close field.

It was agreed that there is very little that can be done as the land is owned and run by the Tommy's Close Trustees, not the Parish Council and they rely upon the grazing income to cover running costs and replacement play equipment.

46/20. To confirm the date of the next Parish Council meeting

Tuesday 26 May 2020, 7.15pm via virtual conference if restrictions are still in place.

IMPORTANT - Planning applications and trailer parking at SGB

Appendix B

PETER COE

Mon, 27 Apr,
13:12 (23 hours
ago)

to me, Edward, Neil, Helen, Julie, Mr

Dear All,

Prior to our PC meeting, I have just checked on the RCC web site and there do not appear any new applications.

In relation to the pump house, I intend to have a draft with you shortly.

In relation to the trailer storage on SGB my comments are as follows. Please read and, if you need to, refer to the application (2019/0736/FUL) as your views are important on my comments.

Firstly, as an aside, it is interesting that Marrons are advising the operator!

Generally, the Operational Plan and other documents submitted are at best ambiguous and at worst misleading.

Operational Plan.

Paragraph 2.1

This refers to 24 hours opening hours. It does not refer to any limitations on the number of days during the week. Therefore, tractor units and tractor and trailer units could arrive at any time of day or night 7 days a week in this quiet rural area and will have a significant adverse impact on the environment and local villages.

Paragraph 2.2

This refers to ensuring vehicles do not arrive/depart from the site during school drop off/pick up times of 7.30-8.30am and 3.00-4.00pm.

I am not sure what time the school starts, but assuming it is 9.00am there could still be parents and children arriving up to 9.00am. Further if dropping children off for 9.00am many parents may be walking back after 9.30am. Therefore, the restriction of vehicle times is insufficient and the same may well be said of picking up times.

Even more importantly, it states that the restriction applies to receiving trailers during these times. It makes no mention of tractor unit arrivals nor departures of tractor units and trailers.

Paragraph 2.3

Paragraph 2.1 referred to 24 hour opening times. How can it be that under this paragraph there is only one employee on site?

Paragraph 2.4.

The plan talks about using the golf club house for the employee and for toilet facilities for drivers. Is the club house within the red application area? I am not sure so could someone clarify? If it is not then the application area submitted is incorrect and the club house could require a change of use application.

Paragraph 2.5

This paragraph makes no sense.

Paragraph 2.9

This paragraph refers to security outside opening hours, yet paragraph 2.1 refers to the opening hours being 24 hours.

Paragraph 2.10

Are there to be additional CCTV cameras erected. If so, there locations should be identified.

Paragraph 2.11

This refers to drivers only spending a limited time on site save for breakdowns and tachograph issues. Tachograph issues and rest times could result in drivers spending a considerable time on site.

Section 3. Road improvements

In relation to the junction changes, it states that this will result in no vehicles overrunning and crossing into an opposite lane. However, the plan showing vehicles turning left into Pennine Drive clearly shows the vehicle crossing into the other lane, which will cause problems if there is another vehicle already there.

Section 4. Routing Agreements

The preferred exit route is said to be along Normanton Road to the A606. It states RCC have no preferred route for vehicles coming to the site. The reason for the exit route is merely to avoid HGVs travelling to Manton and using the Manton Road/A6003 island junction if turning right.

This means that all vehicles leaving the site will have to turn right from Pennine Drive onto Normanton Road the junction being almost adjacent to the roundabout, which I would consider unsatisfactory.

Section 5. Transport Numbers

Paragraph 5.3

This provides average vehicle numbers, which are absolutely meaningless due to the reference to peak and low periods of activity in paragraph 5.2.

Paragraph 5.4

This paragraph is misleading as it talks about 2 way movements rather than providing total movements.

If there is a peak of 26 two way tractor movements in any one day and 68 two way trailer movements in any one day, this by my calculations will lead to the possibility of **188 total movements** in any one day. If one took say a 12 hour day, that would lead to 15 movements per hour! It could also or alternatively mean vehicle movements throughout the night.

The number of vehicle movements would have a serious adverse impact on the local area, local communities and other drivers in the area.

If the proposed exit route is used as well as deliveries coming along the same route, there would be a severe adverse impact on not only the local community but also visitors to Rutland Waster, together with the potential congestion of HGVs versus those trying to enter and exit Normanton Car Park.

Monitoring vehicle routing and number of movements

The applicant has provided no methods of controlling vehicle movements or numbers. There is not even an offer to enter a routing agreement with RCC.

The only reference to "monitoring" is the complaints procedure, which quite unfairly, puts the monitoring responsibility onto the local inhabitants and other road users, which is totally unacceptable.

Kind regards

Peter

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Appendix C

New PC Noticeboard

Neil Farmer

Fri, 24 Apr,
09:29 (4 days
ago)

to Mr, Edward, PETER, Helen, Julie, me

Hi All

For discussion on Monday regarding the requirement for a new PC Noticeboard. Please see attached 3No quotes obtained for various options.

- 1) 1st attachment – ex Broxap, a man made option at £2161 incl delivery. If you put product code BX63 PTN into their website search you can see an image. The notice board at 1.88m long x 0.868m depth is slightly smaller than we currently have and its made from a re –cycled material
- 2) 2nd attachment – ex Greenbarnes who give a man made option at £2,256.64 and in dark stained oak at £2,198.86 the sizes vary very slightly but are much nearer our existing size which is 2.5m long x 0.8m height
- 3) 3rd & 4th attachment – ex Landmark who show some images that are not quite what we are looking for in “looks” the £2,694.97 option being far too small and the £4,758.55 a bit overblown in requirements.

I would veer towards the Greenbarnes natural oak option at £2,198.86 in replication of what we already have myself, however we may want to ask them if the third panel was non lockable, so that it was accessible for more public use, as the existing one is.

Thoughts on positioning it on the opposite side of the drive for a more non cluttered look, and out from under the tree canopy, so not as exposed to moss build up?

Regards

Neil Farmer
Estimator

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Birmingham Road, Allesley, Coventry, CV5 9AB

www.idverde.co.uk

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14 February (2019 - 2020)

Edith Weston Parish Council
18 February 2020 to 30 March 2020

PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Description	Supplier	VAT	Total
69	Clerks Wages	17/02/2020	30/9/2019 12B	Community account	Salary	Edith Weston Parish Council	0.00	195.43
66	Clerks Expenses	18/02/2020	28/20	Community account	Salary	Mrs C E Gwilliam	0.00	108.24
67	Audit Internal/Ex	18/02/2020	28/20	Community account	Internal audit	LRALC	0.00	210.00
68	Miscellaneous	18/02/2020	28/20	Community account	Annual subscription	LRALC	0.00	40.00
70	Telecoms	06/03/2020		Community account	Village Hall broadband	Zen Internet	3.42	20.52
71	Telecoms	09/03/2020		Community account	Village Hall broadband	Zen Internet	3.40	20.40
72	Clerks Wages	16/03/2020	30/9/2019 12B	Community account	Salary	Edith Weston Parish Council	0.00	
73	Donations	18/03/2020	14/20	Community account	Donation	Edith Weston PCC	0.00	
Total							6.82	1,390.02

RECEIPTS LIST

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT	Total
15	Bank interest	01/03/2020		Community account	40322105	Bank interest	HSBC	0.00	4.70
Total							0.00	4.70	

ACCOUNT BALANCES on 30 March 2020

Current - £685.66
Savings - £29,679.48

Clerk Hours 15 February 2020 to 29 March 2020

17/2/2020 - 23/2/2020 PCLG 3hrs30min: Unpaid
EWPC 11 hrs
NPC None
SGB None Unpaid
24/2/2020 - 1/3/2020 PCLG 3hrs30min: Unpaid
EWPC 13hrs45mins
NPC None
2/3/2020 - 8/3/2020 PCLG 5hrs30min: Unpaid
EWPC 10hrs
NPC None
9/3/2020 - 15/3/2020 PCLG 2hrs30min: Unpaid
EWPC 7hrs
NPC None
16/3/2020 - 22/3/2020 PCLG 1hr30mins Unpaid

Edith Weston Parish Council**31 March 2020 to 27 April 2020****PAYMENTS LIST**

Voucher	Code	Date	Minute	Bank	Description	Supplier	VAT	Total
1	Telecoms	06/04/2020		Community account	Village Hall broadband	Zen Internet	3.42	20.52
4	Telecoms	08/04/2020		Community account	Village Hall broadband	Zen Internet	3.40	20.40
2	Clerks Expenses	03/04/2020	m17/20	Community account	Annual Subscription	LRALC		80.00
3	Clerks Expenses	03/04/2020	m29/20	Community account	Annual Subscription	LRALC		40.00
5	Clerks Wages	15/04/2020	m30/4/19 12B	Community account	Salary	Edith Weston PCC		195.43
Total							6.82	356.35

RECEIPTS LIST

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT	Total
1	Bank Interest	01/04/2020		Buisness Money Manager		Bank Interest	HSBC		5.04
2	Precept	07/04/2020	m12/20	Community accounty		Precept	Rutland County Council		21,606.20
Total							0.00	###	###

ACCOUNT BALANCES on 27 April 2020

Current - £22015.51

Savings - £29679.48

Clerk Hours 30 March 2020 to 26 April 2020

30/3/2020 - 5/4/2020		PCLG	None	Unpaid
		EWPC	5hrs	
		NPC	None	
6/4/2020 - 12/3/2020		SGB	None	Unpaid
		PCLG	1hr30mins	Unpaid
		EWPC	1hr10mins	
		NPC	None	
13/4/2020 - 19/4/2020		PCLG	None	Unpaid
		EWPC	10hrs15mins	
		NPC	None	
20/4/2020 - 26/4/2020		PCLG	1hr	Unpaid
		EWPC	6hrs40mins	
		NPC	None	
Total				
		Unpaid hours	2hrs30mins	
		Paid Hours	30hrs	
		Overtime	none	



INVOICE

Zoom Video Communications Inc.
55 Almaden Blvd, 6th Floor
San Jose, CA 95113
billing@zoom.us

Invoice Date: 04/15/2020
Invoice #: INV15630603
Payment Terms: Due Upon Receipt
Due Date: 04/15/2020
Account Number: 121952996
Currency: GBP
Account Information: Edith Weston Parish Council
4 Normanton Cottages, Empingham Road
Normanton, Rutland LE15 8RW
United Kingdom
ewpcclerk@gmail.com

Purchase Order #:

VAT ID:

[Zoom W-9](#)

CHARGE DETAILS				
Charge Description	Service Period	Subtotal	Tax	TOTAL
Charge Name: Standard Pro Monthly Quantity: 1 Unit Price: GBP11.99	04/15/2020-05/14/2020	GBP11.99	GBP2.40	GBP14.39

INVOICE TOTALS	
	Subtotal: GBP11.99
	Total (Including Tax): GBP14.39
	Invoice Balance: GBP0.00

TAX DETAILS				
Charge Name	Tax Name	Jurisdiction	Charge Amount	Tax Amount
Standard Pro Monthly	Value Added Tax (VAT)	Federal	GBP11.99	GBP2.40
			Total Tax	GBP2.40

TRANSACTIONS				
Invoice Total				GBP14.39
Transaction Date	Transaction Number	Transaction Type	Description	Applied Amount
04/15/2020	P-16408872	Payment		(GBP14.39)
			Invoice Balance	GBP0.00