



# 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 26<sup>th</sup> June 2023 in Edith Weston Village Hall

**In Attendance:** Andrew Lunn (AL) (Chair), Juliet Stuttard (JS) (Vice Chair), Peter Vickers (PV), Charlotte Cave (CC), Helen Wood (HW), Sara Glover (SG) Clerk

**Visitors:** 4 members of the public were present

Agenda No		Action
099/23	<b>Apologies</b>	
	It was resolved to accept apologies from Councillors Gale Waller (GW) and Tim Smith (TS)	
099/23	<b>Declarations of interest in items on the agenda</b>	
	None.	
100/23	<b>Public Open Forum</b>	
	A question was raised as to whether the response from the MoD in respect of the Officer's Mess could be circulated wider than just Edith Weston village. The Parish Council agreed that this could be done but that responses should be emailed to <a href="mailto:ewpc.comms@gmail.com">ewpc.comms@gmail.com</a> .	
101/23	<b>Rutland Council Report</b>	
	In the absence of GW and TS, AL noted that GW was following up on the complaint of lorries parking on Welland Road, and that the alcohol licence for the kiosk on Rutland Water had been approved as submitted.	
102/23	<b>Minutes of the meeting held on Tuesday 30<sup>th</sup> May 2023</b>	
	<b>Resolution:</b> Approved and to be signed as a true record.	AL
103/23	<b>Matters arising from the minutes not on the agenda</b>	
	None raised.	
104/23	<b>Update from the Army</b>	
	No update received and no Army representative in attendance. JS has contacted the Army and is waiting to be informed of the name of the new liaison officer.	
105/23	<b>Update re the Officer's Mess proposals</b>	
	AL has spoken to Cascade who were planning to submit to planning this week, but nothing has been received by RCC as of today's date. Cascade are keen to attend a Parish Council meeting but it was proposed by AL that a special meeting is held solely to discuss this issue. This was agreed by the	

**Appendix 1**

	Parish Council and AL will email proposed dates, giving consideration to comments from the public in relation to the timing of this.	AL
106/23	<b>Forum Updates</b>	
	No forums attended this month.	
107/23	<b>Neighbourhood Planning Committee (NPC) update</b>	
	RCC has approved the environmental screening phase with minor amendments and no requirement for full screening. NPC now needs to complete key dates, responses from the village survey, assets and village facilities. The Consultant's will enhance the policy section. The NP can then be submitted for Reg 14 (consultation phase) probably to start end August/early September.	AL
108/23	<b>Planning applications</b>	
	<b>i. 2023/0609/FUL: Detached timber garage</b> Willowcroft, 2 Tyler Close, Edith Weston LE15 8EX Deadline: 7 <sup>th</sup> July 2023 <b>Resolution:</b> no objection	
109/23	<b>Environmental Issues</b>	
	<ul style="list-style-type: none"> <li>● TPO review – the interactive map on RCC website which identifies all the trees with a TPO was not printable. It was agreed that trees with a TPO could be reviewed during the village audit on 2<sup>nd</sup> July.</li> <li>● Audit of village/road surfaces – to be reviewed on 2<sup>nd</sup> July.</li> <li>● Speedwatch – first training session held 26/6 with 17 attendees. Second session to be arranged.</li> <li>● Street lighting – RCC has agreed to remove the identified lights from their inventory but were not very forthcoming on refunding money to the Parish Council. AL to speak to GW.</li> <li>● Village entry gates – 2 quotes had been requested.</li> <li>● Double yellow lines – out to consultation but EWPC had given feedback to RCC that they had requested the double yellow lines to be extended up to the entrance to Cheney Wood.</li> <li>● Tommy's Close bench – JS had drawn a blank on any past correspondence but it was agreed to review a suitable location during the village audit.</li> </ul>	<p style="text-align: right;">All All HW AL</p>
110/23	<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>	
111/23	<b>Correspondence received by the Clerk</b>	
	<ul style="list-style-type: none"> <li>● Neighbourhood Plans received from Wing and Whissendine – AL will review these.</li> <li>● Neighbourhood Watch Community Safety Charter – it was agreed to sign up to this.</li> </ul>	<p style="text-align: right;">AL SG</p>
112/23	<b>Applications for the office of Parish Councillor (2 vacancies)</b>	
	As there were three applications for two vacancies, the co-option process would require a vote. AL outlined the process for the candidates in that each	

	<p>would make a presentation and then they and the public would be asked to leave. The Parish Council would discuss each application in a closed session, taking account of the person specification and specific gaps in skills on the current Parish Council. Each vacant post would be considered separately, with the two candidates who were unsuccessful after the vote for the first post being considered for the second post. The candidates/public would then be invited back in to receive the results of the vote.</p> <p>It was proposed, seconded and approved by the Parish Council that the vote for each post would take part in the closed session.</p> <p>Each candidate made their presentation and the public meeting of the EWPC was closed until after the vote.</p> <p>The results of the vote were:</p> <ul style="list-style-type: none"> <li>• Post 1 – Joseph Akak</li> <li>• Post 2 – Paula Munro</li> </ul>	SG
113/23	<b>Policies</b>	
	<p>It was resolved to approve the policies below with the minor amendments noted, and that each policy clearly states that there is a different procedure if the person concerned is a Parish Councillor.</p> <ul style="list-style-type: none"> <li>• Bullying &amp; Harassment and Disciplinary Policies – approved with an amendment stating that the Personnel Committee would be set up as required.</li> <li>• Grievance Policy – approved.</li> </ul> <p>It was resolved to approve the Reserves Policy, noting that JS raised a query as to whether a specific sum should be included in relation to reserves held specifically relating to St Georges Barracks. It was agreed that as the approved budget showed clearly what the purpose of reserves this ought to be sufficient justification for the level of reserves being held.</p> <p>Email policy – it was resolved to accept the Email policy and for each Parish Councillor to set up a separate email address (first <a href="mailto: name.surnameew@gmail.com">name.surnameew@gmail.com</a>) for specific use for Parish Council business.</p> <p>It was resolved that a second person should have access to the <a href="mailto: ewpcclerk@gmail.com">ewpcclerk@gmail.com</a> address in case of absence of the Clerk.</p> <p>SG was asked to check the GDPR policy in relation to keeping of information; Parish Councillors were asked to delete any personal information held (eg candidates applications) and to move any email correspondence from personal email addresses to their Edith Weston email once this has been set up.</p>	<p>SG</p> <p>SG</p> <p>SG</p> <p>SG All</p> <p>SG</p> <p>SG All</p>

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	GW had asked for both email addresses and mobile numbers for all Parish Councillors – all agreed that this could be provided.	SG
113a/23	<b>Any Other Business</b>	
	An email had been received re Tommy's Close in relation to raising an invoice direct to EWPC – AL to have a discussion with Peter Shepherd prior to the next Parish Council meeting.	AL
114/23	<b>Date of next Parish Council meeting</b>	
	Monday 31 <sup>st</sup> July 2023 at 7.15pm in Edith Weston Village Hall.	SG