

**MINUTES OF THE MEETING OF COTTESMORE PARISH COUNCIL, HELD
REMOTELY, ON 18 JANUARY 2021, USING THE ZOOM MEETING
PLATFORM**

174/20 PRESENT: Mr C Donovan (Chairman), Mr N Barker, Mrs J Edwards, Mr J Meara, Mrs J Patient, Miss C Simmonds, Mrs S Harvey (Ward Councillor) and Mr K Nimmons (Clerk).

175/20 APOLOGIES: There were no apologies.

176/20 DECLARATIONS OF UNREGISTERED DISCLOSABLE PECUNIARY INTERESTS IN AGENDA ITEMS AND REQUESTS FOR DISPENSATIONS FROM MEMBERS ON MATTERS IN WHICH THEY HAVE A REGISTERED DISCLOSABLE PECUNIARY INTEREST

There were no unregistered disclosable pecuniary interests in agenda items to be declared or any requests for dispensations received from members.

177/20 PCSO DIANA FREEMAN

PCSO Freeman advised the current areas of priority for Police activity that included speeding, and rural crime and farm equipment theft. She also provided figures for the number of speeding offences recorded following the recent positioning of the camera van at locations within the village, which were 37 on Greetham Road, 10 on Rogues Lane, and 13 on Main Street. Concerns were expressed around the movement of vehicles on Rogues Lane between 8.00 and 9.00 AM. PCSO Freeman advised that she would endeavour make some visits around this time.

178/20 PUBLIC TIME

Fifteen minutes are allocated to public time, as an opportunity for members of the public to bring matters to the attention of the Parish Council. There were five members of the public in attendance. One had a specific interest in Agenda Item 6. Consider the requests for financial assistance from village organisations for the 2021/22 Financial Year, and two a specific interest in the item of Correspondence from Cottesmore Amateurs FC – Seeking clarification of its ability to access the football pitches over Parish Council land, in connection with a grant application. These items were brought forward for discussion.

179/20 CONSIDER THE REQUESTS FOR FINANCIAL ASSISTANCE FROM VILLAGE ORGANISATIONS FOR THE 2021/22 FINANCIAL YEAR

The Scout Group Leader advised that an order has been placed for replacement windows and a new door for the hut at a cost of £3,984.00. A company is due to visit to assess the crack in the wall. It was expected that part of the grant for £5,000.00 awarded for this financial year would be drawn down for the windows and door before 31 March 2021.

It was proposed by Mr Meara, seconded by Mrs Edwards and agreed that an allowance be made in the 2021/22 Budget for £1,000.00 to be carried over from the 2020/21 approved grant.

180/20 CORRESPONDENCE

From Cottesmore Amateurs FC – Seeking clarification of its ability to access the football pitches over Parish Council land, in connection with a grant application. The Chairman of the Football Club advised that as a condition of providing grant funding, the Football Association are requesting to know that access to the pitches via the drive from Main Street will not be prevented. He advised further, that there is no intention to park vehicles beyond the four bar wooden gate, and access for vehicles beyond this gate would be restricted to emergency, maintenance and delivery.

He also confirmed that the Football Club fully supported events such as the Annual Bonfire Night, and would seek to work with the organisers of large events at the Community Centre that could clash with football matches.

Concerns were expressed about the Community Centre car park having no spaces for users of the Hall when the football facilities are being used.

It was agreed that the Football Club would produce wording for an agreement between it and the Parish Council on arrangements for access to the pitches and use of the Community Centre car park.

181/20 MINUTES OF MEETINGS

Minutes – 14 December 2020

It was proposed by Mr Meara, seconded by Mrs Patient and agreed that the **Minutes** of the meeting held on 14 December 2020 were correct, and be approved and signed.

182/20 MATTERS ARISING

Parish Council Taking on the Ownership of the Heath Drive Play Area

The Clerk reported that the Council's solicitor is waiting for a plan from the transferors' solicitor and confirmation that they are happy to proceed.

Report of the Risk Related Inspection of the Trees on Parish Council Land

Mr Barker expects the work to be carried out in February.

Water Collecting on the West Side of the New Build Out on Main Street

Mrs Harvey will again chase up the outstanding work.

Speeding Traffic in the Village and Possible Actions to Help with Traffic Calming

Mrs Harvey clarified that because the Police only log certain accidents, it is important that the Parish Council keep a log of all incidents, including near misses. The Council log will be kept by the Transport and Road Safety Committee.

The Actions Required Following the Councillors Village Walk

It was agreed that as there were no further updates, this now be removed from the agenda.

The Siting of a Football Goal on the Grass Area Adjacent to the Village Hall

Mr Barker advised that the conditions resulting from the wet weather had further delayed the installation and it will now be done in April.

Update From the Liaison Meeting held With Representatives of the Village Hall Management Committee

Mr Donovan gave an update on last week's meeting. This included that a draft of the revised constitution was ready to be returned to the solicitor and that, although the Charity Commission have six named trustees, it was still sensible for the Parish Council to be named as a trustee, as this provided 'future proofing'.

The Provision of Allotments, Including a Survey of the Trees, and a Bench or Tree in the Orchard, in memory of a Former Resident.

A quotation to carry out the tree survey had been received from Rutland County Council. It was agreed that two further quotations be obtained.

As access to the allotment site would be restricted to allotmenters, it was suggested that it would not be sensible for the tree or bench, in memory of the former resident, to be sited in the allotment area. Another site would need to be identified and the Pastures Paddock was suggested.

Mrs Edwards advised that a risk assessment had been circulated and that Miss Simmonds and herself have submitted a bid to Anglian Water to enable the purchase of a community hub building for the allotments.

It was advised that there is a possibility that planning permission would be needed for a pond to be installed, but that it would not be required for a gate to be put in the fence between the allotments and the open space at Jubilee Gardens. This gate is to be locked with use only for access by grass cutters.

It was agreed that due to the wet weather, the opening date be moved back to 1 March 2021.

It was proposed by Mr Donovan, seconded by Mrs Patient and agreed that the budget be further increased by £4,000.00 to £16,000.00.

Village Improvement Working Group

Mr Meara advised that he had identified four companies to approach for quotations for the Trim Trail. It was estimated that the cost would be in the region of £1,000.00 per item, plus installation.

The Clerk advised that further information is awaited from RCC with regard to the possibility of the Pastures Paddock being used to site the Trim Trail.

It was agreed that in the short term the Parish Council does not have the funds for this project, but when a site has been identified and quotations obtained, a site meeting would be arranged, and sources of grant funding investigated.

The 2020 Certified Inspection Report on the Play Areas and Multi-Court, and the Actions Required

Mr Barker advised that he would attend to the topping up of the wood chip in March when the weather has hopefully improved.

Registering with Land Registry the land surrounding, and on which the Community centre is sited

The Clerk advised that following a telephone conversation with the Land Registry Office it may be possible to register the land without the involvement of a solicitor. This is to be investigated further.

'Rubbish' deposited in the Heath Drive Play Area

Mr Barker advised that he had overlooked to investigate this and will do so on Wednesday.

Cleaning and smartening up the interpretation board

The Clerk advised that he has contacted the manufacturer of the interpretation board and has been asked to provide a photograph of the 'damaged' area, which he will do.

Work required to the hedge on the west side of the Community Centre car park

Mr Barker is yet to obtain a quotation for the required work.

Mole activity on the grassed area to the east of the Village Hall

It was advised that no further mole hills had appeared and agreed that no action would be taken at the moment, but that it would be monitored.

An event to recognise and celebrate the service of Mrs Shirley Smith to the community

It was agreed that consideration of this be postponed until the current lockdown has been lifted.

The adoption of Jubilee Gardens

There was no update available on this.

AGENDA ITEMS

179/20 CONSIDER THE REQUESTS FOR FINANCIAL ASSISTANCE FROM VILLAGE ORGANISATIONS FOR THE 2021/22 FINANCIAL YEAR (Cont.)

It was proposed by Miss Simmonds, seconded by Mrs Edwards and agreed that £1,000.00 be awarded to Cottesmore Amateurs Football Club towards the cost of security lighting and cameras to be installed on land leased by the Football Club to the south of Parish Council owned land.

It was proposed by Mrs Patient, seconded by Mrs Edwards and agreed that a grant of £190.00 be made to Cottesmore Gardening Group towards the cost of hall hire and public liability insurance for the annual village produce show.

It was proposed by Mr Meara, seconded by Miss Simmonds and agreed that £500.00 be awarded to Rutland Railway Museum (Trading as Rocks by Rail) towards the cost of the purchase of the unrestored standard gauge steam locomotive named 'Stamford'.

It was proposed by Mrs Patient, second by Miss Simmonds, and agreed that a grant of £500.00 be awarded to WARC's (Ways Around Cottesmore) towards the cost of gathering legal evidence for Definitive Map Modification Order applications to RCC.

It was proposed by Mr Donovan, seconded by Mrs Edwards and agreed that a grant of £1,500.00 be awarded to the Parochial Church Council to assist with the cost of maintaining the Rogues Lane extension, and the upkeep of the church clock.

It was proposed by Mrs Patient, seconded by Mrs Edwards and agreed that £425.00 be granted to Cottesmore History & Archaeology Group towards the cost of updating the 'Cottesmore Round' and publishing a small book on Cottesmore Hall.

183/20 CONSIDER THE PROPOSED BUDGET FOR 2021/22, AND THE PRECEPT TO BE REQUESTED

A proposed budget had been produced and circulated by the Clerk. This was discussed. One change was made - the amount budgeted to be granted was reduced by £4,000.00 as this amount is expected to be drawn down by the Scout Group in this financial year rather than being carried over.

It was proposed by Mr Donovan, seconded by Mr Meara and agreed that the draft budget, altered to reflect the agreed change, be adopted.

The agreed budget is attached.

It was proposed by Mr Meara, seconded by Miss Simmonds and agreed that the Precept for 2021/22 be set at £28,900.00, an increase of £1,360.00, to allow for inflation and a contribution to the allotment project, and which gives a Parish charge of £38.21, £1.21p more than 2020/21, for a Band D property.

184/20 DISCUSS THE GROUNDS MAINTENANCE CONTRACT FOR 2021

The Clerk advised that a quotation for the grass cutting had been received from Biffa which he will circulate to Councillors. Quotations are awaited for hedge cutting and herbicide.

It was agreed that a decision as to who to engage for 2021 be made at the February meeting.

185/20 DISCUSS THE GARDEN MAINTENANCE CONTRACT FOR 2021

The Clerk advised that a quotation had been received from the current contractor, Elms Landscapes, which was an increase of 4.9% on 2020.

Mr Barker is to obtain another quotation and it was agreed that a decision on the provider for 2021 be made at the February meeting.

186/20 CONSIDER, ENDORSING THE PLANS FOR A NEW RADIO STATION TO SERVE THE COMMUNITY OF THE RUTLAND AND STAMFORD AREA, AND MAKING A DONATION TOWARDS THE COSTS

It was proposed by Mr Meara, seconded by Mrs Edwards and agreed that it is currently not possible to make a donation as there is too much uncertainty around the plans at the moment. It can be revisited if and when progress is made, and in the meantime Jennifer is to be contacted to wish her success. It was noted that these plans are separate from the Community Interest Company which is taking over the Rutland and Stamford Community Radio Project set up using seed funding from Rutland County Council.

187/20 CONSIDER THE SITING OF A ZIP WIRE IN THE AUSTHORP GROVE PLAY AREA

It was agreed that due to current budget limitations, the plans to site a zip wire at the Austhorp Grove Play Area be revisited at a later date.

188/20 DISCUSS THE ARRANGEMENTS FOR A LITTER PICK IN THE SPRING

It was agreed that this be discussed at the February meeting when hopefully things are clearer in terms of the lifting of the lockdown and the roll out of the vaccination programme.

189/20 DISCUSS THE FILLING OF THE THREE COUNCILLOR VACANCIES, AND COUNCIL ACTIVITIES IN THE MEANTIME

It was agreed that, if there is not to be an election to fill the three Councillor vacancies, when considering the individuals presenting for co-option, it is important that their abilities and/or interests are suitable for the Parish Council roles in need of filling.

The roles with vacancies include the Planning Committee, Village Improvement Group and Webmaster.

190/20 DISCUSS THE WESTERN BOUNDARY TO THE ALLOTMENT, AND GATE TO ACCESS THE OPEN SPACE

RCC has advised that a gate can be installed in the fence between the Jubilee Gardens open space and the allotment site to allow access for grass cutting. It was further stated that there will be no access from Jubilee Gardens to the allotments through this gate for allotmentees.

A quotation of £493.00 plus VAT had been received to install the gate. Further quotations are to be obtained.

191/20 OTHER MEETINGS

Village Hall Management Committee Meeting held on 11 January 2021

Mrs Patient had circulated a report of the meeting. This included items on the lockdown arrangements and that the Hall is ready to re-open whenever this is possible, the position with the Sports & Social Club, and the financial situation.

180/20 CORRESPONDENCE (Cont.)

From Mrs Irene Reay – Tendering her resignation as a Councillor. This was noted and disappointment expressed that the role of Councillor was not found to be suitable for Mrs Reay. Thanks were offered for her interest in the Parish Council.

From Ladywell Accountancy Services – Advising that the business will be ceasing at the end of the financial year and that a replacement pay role provider will be required. The Clerk advised that he has made enquiries about fulfilling the role himself and will investigate further.

From a resident – Expressing concern about the state of the footway outside the entrance to the allotment site. This was noted.

192/20 PLANNING

Observations

First floor rear extension to dwelling and associated internal alterations.
33 Sheepdyke, Cottesmore. LE15 7DU.

It was agreed that the Council, whilst not particularly favouring the design of the proposed extension, accepted that it was not visible from the street and had therefore no impact on the neighbouring Conservation Area. However, the Parish Council would be very supportive of any comments made to RCC about it from immediate neighbours who can see the proposed extension, and would expect RCC to pay careful attention to comments they may have about its impact on them.

Full Planning Permission

Dismantle glazed roof and erect new stone parapet and pyramid rooflight to garden room.
Cottesmore Grange, 67 Main Street, Cottesmore. LE15 7DH.

Listed Building Consent

Dismantle glazed roof and erect new stone parapet and pyramid rooflight to garden room.
Cottesmore Grange, 67 Main Street, Cottesmore. LE15 7DH.

Notice of Decision in Respect of a Section 211 Notice Proposing Work to a Tree or Trees in a Conservation Area

Prunus Avium (Gean) (T1) - fell as in moderate condition with noteworthy defects and of low amenity value. Number 07MD on plan.

Prunus Avium (Gean) (T2) - fell as in moderate condition with noteworthy defects and of low amenity value. Number 07ME on plan.

Prunus Avium (Gean) (T3) - fell as in moderate condition with noteworthy defects and of low amenity value. Number 07MF on plan.

Cottesmore Village Hall, 23 Main Street, Cottesmore. LE15 7DH.

Silver Birch T1 reduce by 3 metres and reshape and pull back from house and over path by 2 metres.

Jandau, 12 The Pastures, Cottesmore. LE15 7DZ.

Rutland County Council District Council decided not to exercise its powers to make a provisional Tree Preservation Order in these instances.

193/20 FINANCE

Income

Interest	0.38
2 nd Cottesmore Scouts – Ground Rent 2021	1.00
Western Power Distribution – Wayleave payment	15.37

HMRC VAT Refund				2,614.02
Allotment fees for February and March 2021				38.00

Expenditure	Net	VAT	Total
Roadman – December 2020			154.38
RCC – Community street lighting 2020/21			1,738.76
LRALC – Councillor training for Mrs Reay			40.00
Chris Whatton – Allotment fencing			2,947.50
Chris Whatton – Allotment gate with posts and furniture			450.00
LexisNexis – Arnold Baker Local Council Administration			119.99
Clerk’s Salary – December 2020			621.92
Clerk’s Expenses – December 2020			31.92

Payments made since the last meeting

Browne Jacobson – Allotment legal fees	3,030.00	606.00	3,636.00
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Payment of the expenditure as detailed above, was proposed by Mr Meara, seconded by Mrs Patient and agreed.

Account Balances

HSBC Community Account (as at previous meeting £1.37)			1.29
HSBC Business Money Manager (previous meeting £41,350.35)			34,278.73

Report on Bank Reconciliation Verification Check

Mr Meara reported that he was able to verify the bank reconciliation. Mr Barker will provide the verification for the February meeting.

194/20 OPEN FORUM

Changes to bus timetable

Mr Meara highlighted the reduction in bus services to and from the village as a result of timetable changes.

195/20 NEXT MEETING

The next Parish Council meeting is scheduled to be held on Monday 15 February 2021 at 19.30.

