

MINUTES OF THE MEETING OF COTTESMORE PARISH COUNCIL, HELD REMOTELY, ON 26 APRIL 2021, USING THE ZOOM MEETING PLATFORM

001/21 PRESENT: Mr C Donovan (Chairman), Mr N Barker, Miss K Bull, Miss J Clegg, Mrs J Edwards, Mr R Gallacher, Mr J Meara, Mrs J Patient, Miss C Simmonds, Mrs S Harvey (Ward Councillor) and Mr K Nimmons (Clerk).

002/21 APOLOGIES: Apologies were received from the Police.

003/21 OBSERVATION OF A MINUTE'S SILENCE IN REMEMBRANCE OF THE DUKE OF EDINBURGH WHO DIED ON 9 APRIL

004/21 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.

005/21 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 four members of the public in attendance.

Access to the allotment site from Jubilee Gardens

A resident of Jubilee Gardens addressed issues raised by other residents in connection with the allotment site being accessed from Jubilee Gardens, and outlined the advantages of this being allowed.

006/21 MINUTES OF MEETINGS

Minutes – 15 March 2021

It was proposed by Mr Gallacher, seconded by Mr Meara and agreed that the **Minutes** of the meeting held on 15 March 2021 were correct, and be approved and signed.

007/21 MATTERS ARISING

Parish Council taking on the ownership of the Heath Drive Play Area

The Clerk advised that confirmation of the land being registered is awaited from the Land Registry.

Speeding traffic in the village and the implementation of the two outstanding items agreed in 2018

The Clerk reported that RCC has provided details in connection with the installation of the gateway features on the B668 at both entrances to the village, and has ask if there are any objections to the proposals.

It was proposed by Mr Meara, seconded by Mrs Patient and agreed that the Council welcome the proposals, but would request that the one at the entrance

from Oakham be moved further out from the village, which would have safety benefits, as well as allowing the gates on either side to be the same size.

Allotments, including discussion on

- **survey of trees**
Mrs Edwards advised that funding for the survey has been included in the biodiversity grant application and quotations will be obtained once the outcome of the application is known.
- **quotation for car park**
It was proposed by Mrs Patient, seconded by Mr Meara and agreed that the quotation of £500.00 from Mr Barker to create the additional car parking spaces, be accepted.
- **use of solar lighting**
Concern for the impact of flashing, multi-coloured solar lighting on wildlife, and it creating light pollution and being out of character in a conservation area, was expressed. It was agreed that the views of the National Allotment Society be obtained and a decision made at the May meeting.
- **size of poly tunnels**
It was proposed by Mr Barker, seconded by Miss Bull and agreed that one freestanding polytunnel (maximum size of 2 metres by 3 metres and 2 metres in height) or polycarbonate greenhouse (maximum size of 6' 6" by 9' 9" and 6' 6" in height) be allowed per plot.
- **'greenhouse' shed lean to**
It was proposed by Mr Donovan, seconded by Mr Barker and agreed that the proposed lean to was not acceptable.
- **access to site and whether that can be through the Jubilee Gardens open space**
It was proposed by Mr Donovan, seconded by Mr Meara and agreed that the allotment holders, who are residents of Jubilee Gardens and Old Hall Mews, be allowed to access the allotment site through the Jubilee Gardens Open Space. The access gate will have a padlock, the code for which, will only be known by these holders.
The operation, and not the principle, will be reviewed at the July meeting to check it is working. Subject to this review and the agreement of RCC, as the owner of the Open Space, a special condition, in the form of an addendum, will be added to the contract of the relevant allotment holders.
- **code padlocks for open space gate and Rogues Lane hand gate**
It was proposed by Mr Gallacher, seconded by Miss Clegg and agreed that a budget of £50.00 be set for the purchase of two padlocks.
- **creation of three additional plots**
Mr Barker advised that it would be possible to create one additional full plot, three three quarter plots and two half plots. It was proposed by Mr Gallacher, seconded by Mr Barker and agreed that the costs to prepare the plots, without turf footways, be established for consideration at the May meeting.
- **installation of a pond on the allotment site**
Mrs Edwards advised that planning permission was required to install a pond on the site and this would be further considered at the May meeting.

- **installation of a pond on an allotment plot**

It was agreed that this be considered at the May meeting.

- **water supply**

A water supply has been established. Mr Barker gave an indication of the volume of water that would be used and the annual cost. It was agreed that the usage be monitored, with a view to the responsibility, between the Council and plot holders, for payment for the water, being reviewed.

Village Improvement Working Group

Mrs Edwards advised that progress had been made with the grant for the multi-court refurbishment.

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

The Clerk advised that there was no further update on this item.

Cleaning and smartening up the interpretation board

On seeing the photographs of the damage, the manufacturer has advised that it had been caused by being 'knocked' and that two new rails are required. The cost of these is awaited.

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

Mr Barker is yet to contact the resident.

The Grounds Maintenance Contract for 2021

Mr Barker is yet to contact Biffa with the details for the hedge cutting and herbicide, in order that a costing can be provided.

It was proposed by Miss Simmonds, seconded by Miss Clegg and agreed that a budget of £500.00 be set for Biffa to cut a pathway on the verges along the Market Overton Road and down Mill Lane to the school.

The Garden Maintenance Contract for 2021

The Clerk advised that the contractor had agreed to include the 'garden' at the base of the village sign, opposite the church, within the amount quoted.

The Arrangements for a Litter Pick in the Spring

Mrs Harvey advised that RCC is able to loan equipment for a litter pick. She will confirm the arrangements to do so and liaise with Mrs Edwards.

The siting of a football goal on the grass area, adjacent to the village hall

Miss Bull and Mr Meara had installed the goal adjacent to the multi-court, although within 24 hours, it had been moved to in the court.

The 2020 Certified Inspection Report on the play areas and multi-court and the actions required

Mr Barker is yet to lay the wood chip.

The setting up of a Parish Council Facebook Page

Miss Clegg outlined how the Facebook Page would work.

It was proposed by Mr Donovan, seconded by Mr Gallacher and agreed that a Parish Council Facebook Page be set up as soon as is practicable.

AGENDA ITEMS

008/21 CONSIDER THE PURCHASE OF A DOG BAG DISPENSER FOR OUTSIDE THE CEMETERY

It was proposed by Mr Barker, seconded by Mrs Edwards and agreed that a budget of £120.00 be set for the purchase and delivery of a dog bag dispenser, and further supply of bags.

009/21 AGREE THE DATE FOR THE ANNUAL MEETING OF THE PARISH COUNCIL IN MAY

It was agreed that the Annual Meeting of the Parish Council take place remotely at 7.30 pm on Thursday 6 May 2021.

010/21 AGREE THE DATE FOR THE POSTPONED ANNUAL PARISH MEETING

It was agreed that the Annual Parish Meeting take place in the village hall at 7.00 pm on Wednesday 26 May 2021.

011/21 CONSIDER THE APPOINTMENT OF A CONTRACTOR FOR PHASE ONE OF THE MULTI-COURT PROJECT

It was proposed by Mr Donovan, seconded by Miss Clegg and agreed that HC Courts be contracted to carry out phase one of the multi-court project at a quoted price of £23,946.80.

It was proposed by Miss Bull, seconded by Mr Barker and agreed that the work be booked to start on 17 May 2021. Mrs Edwards will advise the contractor.

012/21 REVIEW THE DOCUMENTATION PRODUCED AS A RESULT OF THE GENERAL DATA PROTECTION ACT REGULATION (GDPR) – UPDATE AND AMEND AS NECESSARY

Having reviewed the six items of documentation circulated by the Clerk, including the Data Audit with the inclusion of allotment data, it was proposed by Mr Meara, seconded by Mrs Patient and agreed that no further updates or amendments were necessary.

013/21 OTHER MEETINGS

Parish Council Forum held on 19 April 2021

A report of the meeting, attended remotely by Mr Meara and Mrs Patient, had been circulated. Items covered included a presentation by the Leicestershire and Rutland Wildlife Trust on biodiversity issues, an update on the Rutland Climate Summit and a presentation on External Funding Access.

014/21 CORRESPONDENCE

From a resident – Expressing concern about the reduction in height of the hedge between the service road on Greetham Road and the B668, and the poor quality of repairs to this service road and Mill Lane, and requesting that

these issues are taken up with RCC by the Parish Council. Concern was also expressed about vehicles speeding through the village and requesting a meeting with Councillors to share some ideas to help address the issue. The concerns about the hedge had been dealt with by the Council at the time it was cut, and in the meantime gaps have been filled in with planting and the hedge is improving. The poor quality of repairs will be pointed out to the RCC Highway Office when one or two Councillors join him on his inspection visit. The RCC Portfolio Holder for Culture and Leisure, Environment, Highways, Transportation & Road Safety has met with Councillors and the Council is liaising with RCC in connection with the issues of speeding within the village. It was suggested that the resident be invited to be the co-ordinator for the Community Speedwatch Programme.

From RCC – Wanting to enable and empower every village and town to come together to create a coherent network of individual climate action groups that will work together. It was agreed that the role of ‘Environmental Champion’ be created at the May meeting, and Mr Donovan expressed an interest in being involved in the climate action groups.

From WARCS – Requesting release of the agreed grant of £500.00. It was proposed by Mrs Patient, seconded by Miss Simmonds and agreed that the grant be released.

From allotment holders living in Jubilee Gardens – Requesting to be able to access the allotment site from Jubilee Gardens and the open space. This was dealt with under **007/21** above.

From Rutland Railway Museum – Requesting release of the agreed grant of £500.00 to support the ‘Stamford Loco’ appeal. It was proposed by Mrs Edwards, seconded by Mrs Patient and agreed that the grant be released
From a resident – Volunteering to join the Community Speedwatch Programme when required. This was noted.

From Greetham Parish Council – Request to support objecting to the plans to develop the old Greetham Quarry. The plans include housing and one million square footage of warehousing, with parking spaces for over 600 cars and 230 lorries at any one time. It was proposed by Miss Simmonds, seconded by Miss Clegg and agreed, with Miss Bull and Mr Gallacher against, that the Council support, non financially, Greetham Parish Council, in fighting this proposal.

From LRALC – Request to renew NALC and LRALC membership for a total fee of £422.56. It was proposed by Mr Meara, seconded by Mrs Patient and agreed that the membership be renewed

From 2nd Cottesmore Scout Group – Requesting release of the agreed grant of £3,984.00. It was proposed by Mrs Edwards, seconded by Mr Gallacher and agreed that the grant be released.

O15/21 PLANNING

Observations

Single storey extension.
2 Debdale, Cottesmore. LE15 7BU.

It was agreed that there was no objection to this application.

Replace 5 no. single glazed cement windows and 1 no. steel casement window.
39 Mill Lane, Cottesmore. LE15 7DL.

It was agreed that there was no objection to this application.

Alteration to garage – front extension, new pitched roof and internal alterations with adjoined pitched roof front porch.
4 Wenton Close, Cottesmore. LE15 7DR.

It was agreed that there was no objection to this application.

Full Planning Permission

Single storey side extension, garage conversion and alterations to dwelling.
7 Harrier Close, Cottesmore. LE15 7BT.

Listed Building Consent

Installation of 5 no. replacement windows.
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

T1 – Conifer – to be removed to ground level. T2 – Cedar – to be removed to ground level. T3 – Conifer – to be removed to ground level.
3 Clatterpot Lane, Cottesmore. LE15 7DW.

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

016/21 FINANCE

Income

Interest	0.55
Allotment fees for March 2021 and 2021/22	30.00
Precept 2021/22	28,900.00

Expenditure	Net	VAT	Total
Roadman – March 2021			154.38
Citizens Advice Rutland – Donation			150.00
LRALC – Membership fee 2021/22			308.74
NALC – Membership fee 2021/22			113.82
Biffa – Empty dog bin at village hall	130.00	26.00	156.00
Mitsi Landscapes – Allotment field & hand gate	694.86	138.97	833.83
ReQuestAPlan – Location Plan for multi-court	17.50	3.50	21.00
ReQuestAPlan – Site Plan for multi-court	8.50	1.70	10.20
Rutland Railway Museum – Release of agreed grant			500.00
WRACS – Release of agreed grant			500.00
Scouts – Release of agreed grant			3,984.00
Clerk's Salary – March 2021			624.00
Clerk's Expenses – March 2021			21.23

Payment of the expenditure as detailed above, was proposed by Miss Bull, seconded by Mrs Edwards and agreed.

Account Balances

HSBC Community Account (as at previous meeting £1.05)	1.85
HSBC Business Money Manager (at previous meeting £23,729.34)	45,281.89

Report on Bank Reconciliation Verification Check

Miss Simmonds reported that she was able to verify the bank reconciliation. Miss Bull will provide the verification for the May meeting.

017/21 OPEN FORUM

Clatterpot House wall adjacent to Clatterpot Lane

It was advised that the condition of the top of the Clatterpot House wall, adjacent to Clatterpot Lane, had deteriorated since it was last inspected by RCC, with stones falling from the top and posing a risk to the public. It was agreed that RCC be advised, and requested to inspect it.

Notice board on Toll Bar bus shelter

It was advised that the notice board on the Toll Bar bus shelter is difficult to use due to the way it opens. It was agreed that this be discussed at the June meeting.

018/21 NEXT MEETING

The annual meeting of the Parish Council is scheduled to be held on Thursday 6 May 2021 at 19.30.