

**Wing Parish Council**  
**Minutes of the Wing Parish Council meeting**  
**held on Wednesday 29<sup>th</sup> March 2023 7.30pm Wing Community Centre**

Ref. No.	MINUTE ITEM	Action
24/23	<p><b><u>Attendance</u></b></p> <p>Cllrs. Siddle, Roberts, Oakley, Fish and Adams.  Parish Clerk  1 member of the public – Joanne Beaver.</p>	
25/23	<p><b><u>Apologies</u></b></p> <p>None</p>	
26/23	<p><b><u>Declarations of interests and requests for dispensations</u></b></p> <p>None.</p>	
27/23	<p><b><u>Public participation</u></b></p> <p>A plan to extend the layby on Morcott Road, potentially in 2017, was mentioned. It was agreed that the Parish Council minutes and records will be searched for more information.</p>	
28/23	<p><b><u>To approve the minutes of the meeting 25<sup>th</sup> January 2023</u></b></p> <p>These were approved and signed by the Chairman.</p>	
29/23	<p><b><u>Matters arising from the minutes of meeting 25<sup>th</sup> January 2023</u></b></p> <p>There have been no responses to the request for feedback and requests for projects for the Parish Council.</p> <p>Work to the Maze has been completed and will be maintained.  Cllr. Oakley was thanked for her perseverance in this matter.</p> <p>All other items are complete or dealt with on the agenda.</p>	
30/23	<p><b><u>Draft Neighbourhood Plan</u></b></p> <p>The Chairman thanked the Neighbourhood Plan Steering Group for their work and commitment to completing the draft plan. He outlined where we are in the overall process. Comments received during the Regulation 14 consultation, and the Steering Group's responses, were noted.</p> <p style="padding-left: 40px;">a) To approve the final draft of Wing Neighbourhood Plan for submission.</p> <p>It was proposed that the Wing Neighbourhood Plan be accepted and approved by the Parish Council.</p> <p>All in favour</p>	

	<p><b>b)</b> To approve submission of evidence, on the sites and features of environmental significance, for forwarding to Rutland County Council’s Bio-Diversity Consultant.</p> <p>It was proposed that the evidence collected should be submitted to the RCC Bio-Diversity Consultant.</p> <p>All in favour.</p>	
<b>31/23</b>	<p><b><u>Clerk’s reports &amp; correspondence</u></b></p> <ul style="list-style-type: none"> <li>• Parish Council elections 4<sup>th</sup> May 2023 – anyone wishing to stand for election must submit their nomination pack to RCC by 4<sup>th</sup> April 2023</li> <li>• Meeting dates – dates for meetings 9<sup>th</sup> May, 12<sup>th</sup> July, 27<sup>th</sup> September, 29<sup>th</sup> November.</li> <li>• Annual Parish meeting – this will take place on 9<sup>th</sup> May 2023 as part of the Annual Parish Council meeting.</li> <li>• Reply from Bluestone Energy to Parishioner questions – see Staveley Solar Farm 38/23 below.</li> </ul>	
<b>32/23</b>	<p><b><u>Councillor’s reports</u></b></p> <p>Cllr. Siddle reported a request from Gloria Wight to plant an Oak tree in memory of her late husband. It was suggested that a suitable location for this would be at the rear of the playing field. The Parish Council approved this location.</p> <p>A buddleia on the verge outside Pear Tree Cottage, corner of Church Street and Bottom Street is overgrown and requires removing. The clerk will report this to Rutland County Council.</p>	
<b>33/23</b>	<p><b><u>County Councillor’s report</u></b></p> <p>Cllr. Baines was not present at the meeting.</p>	
<b>34/23</b>	<p><b><u>Middle Street verge &amp; kerbing</u></b></p> <p>Negotiations with Rutland County Council (RCC) to replace the verge and kerbing have reached an impasse. RCC’s budget for this work is limited to a standard installation of concrete slabs and kerbing, and any bespoke elements (materials, installation) will require Parish Council contribution exceeding the funds available.</p> <p>The work is deemed essential and urgent, and the proposals from RCC Highways do not appear to be consistent with RCC policy for the conservation area as previously applied to private planning applications. It was agreed that the matter should be escalated to Mark Andrews Chief Executive RCC and C. Cllrs. Edward Baines and William Cross. The Chairman will compose a letter for forwarding to RCC.</p>	KS

35/23	<p><b><u>Allotments</u></b></p> <p>Linda Clark has resigned as allotment co-ordinator, having moved away from Wing. There have been no volunteers to take on the role. The Chairman will attempt to find a new coordinator.</p>	
36/23	<p><b><u>House numbering and addresses</u></b></p> <p>Cllr. Oakley suggested that the street naming and numbering of properties in Wing is incomplete, making some difficult to identify. It was agreed that this is the responsibility of the individual homeowner.</p>	
36/23	<p><b><u>Uncontrolled and off-lead dogs</u></b></p> <p>Cllr. Adams reported issues with dogs running off lead and uncontrolled, attacking and causing injury to animals in fields and neighbouring gardens. It was accepted that not all such instances involved residents of Wing.</p> <p>It was agreed that a communication will be circulated via the village email asking that owners better control their dogs.</p>	MA/SF
37/23	<p><b><u>Report on Parish Forum and Parish Council Chairman Summit with Alicia Kearns MP</u></b></p> <p>The Chairman reported attending the latest Parish Council Forum meeting. Discussions included and a memorial statue for Queen Elizabeth II and progress on the Local Plan.</p> <p>The Chairman had also attended a 'summit' for Parish Council Chairs convened by the local MP Alicia Kearns. Issues raised included solar farms, GP services and traffic problems.</p>	
38/23	<p><b><u>Staveley Solar Farm</u></b></p> <p>The response from Bluestone Energy to questions raised by the Parish Council on behalf of Wing was received just prior to the Parish Council meeting. It was agreed that this will be circulated to the village for information. Wing Parish Council is unlikely to be a statutory consultee on any formal planning application, therefore parishioners will be encouraged to make their own comments.</p> <p>Cllr. Fish agreed to communicate this to the Parish.</p>	SF
39/23	<p><b><u>Wing Village Communication</u></b></p> <p>It was noted that the current 'wingrutlandpc' email account used to circulate information, first set up during the Covid pandemic, does not clearly identify the author of the communication. It was agreed that future communications will clearly state on whose behalf the item is circulated. A small entry explaining this will be added to the Parish magazine.</p>	SF

40/23	<p><b><u>Bank Reconciliations and financial summary</u></b></p> <p>These were approved, attached below 46/23, 47/23 and 48/23.</p>	
41/23	<p><b><u>To approve payments since the last meeting</u></b></p> <p>2Commune £342.00 – website hosting  Clerk’s salary February and March £358.37 x 2  LRALC £180.00 Internal Audit service  Spendlove Contracting £1419.01 grass cutting.  Wing Community Centre £200 art grant  HMRC £249.90 Q4 PAYE</p> <p>These were approved.</p>	
42/23	<p><b><u>To approve payments</u></b></p> <p>Autela Payroll Services £83.27  Rutland County Council £160.65 election  Your Locale £952.80  The Community Heartbeat Trust £162.00  Wing Village Hall £200 grant</p> <p>These were approved</p>	
43/23	<p><b><u>To receive planning applications and decisions received from RCC since the last meeting</u></b></p> <p>2022/0821/LBA Wingwell, 5 Top Street. Refurbishment, repair or where necessary the replacement of the existing windows and glazed doors to Wingwell. Granted 09/02/23.</p>	
45/23	<p>The meeting closed at 9.10pm</p> <p>Next meeting Tuesday 9<sup>th</sup> May 2023</p>	

Wing Parish Clerk  
29<sup>th</sup> Mar 2023

Chairman.....

### Summary of Action Logs

<b>Number</b>	<b>Description of action</b>	<b>Responsible</b>	<b>Due date</b>
1.	3 quotations for tree works Year 1 & 2 to be obtained.	KS/JD/MA	C/F – ASAP
2.	Cllr. Roberts to complete church clock maintenance risk assessment.	JR	C/F
3.	Welcome packs for new residents to be prepared.	JO	C/F
4.	Thinning community copse	KS/JDeJ/MA	Autumn 22
5.	Update defibrillator volunteers and order battery	JR	ASAP
6.	Trees at playing field entrance to be trimmed	MA/JDeJ/MA	ASAP
7.	Kerbing on Middle Street - RCC response to proposed unsatisfactory. Chairman to contact Mark Andrews RCC for action.	KS	ongoing
8.	Commemorating Platinum Jubilee and Coronation – Cllr. Roberts to gather opinions on suitable memorial.	JR	ongoing
9.	Communication on control of dogs to be circulated	MA/SF	ASAP

Wing Parish Council  
 Finances April 2022- March 2023  
 The financial year is divided into six two-month periods.

CURRENT PERIOD:		6	
		2022-23	Year to date:
<b>INCOME</b>			
Precept:		11,632.00	11,632.00
CIL:			3,520.54
Sundries:			2,268.57
Allotments:			195.00
Interest:			1.15
VAT:			
NP:			2,294.00
<b>TOTAL:</b>			<b>19,911.26</b>
<b>EXPENSES:</b>			
Clerk's Salary:		4,600.00	5,150.61
Clerk's expenses:		312.00	312.00
Street Lights - electricity:		550.00	772.37
Payroll services:		50.00	139.95
Grass cutting:		2,100.00	1,182.51
Insurance:		500.00	1,846.29
Training:		180.00	
Contingency:		1,000.00	250.00
Audit:		190.00	380.00
Subscription:		350.00	271.05
Church clock:		150.00	
Website:		150.00	285.00
NP:			1,500.00
Village maintenance:			
Bank charges:		100.00	140.00
Allotments:			
Defibrillator:		£350.00	100.00
VAT:			711.08
Election:		350.00	158.89
Play area:		700.00	97.95
<b>TOTAL:</b>		<b>11,632.00</b>	<b>11,632.00</b>
<b>OVERALL SURPLUS/DEFICIT:</b>		<b>-11,632.00</b>	<b>-11,632.00</b>
Current a/c: at 1 Apr 2022:		2,212.10	
Deposit a/c: at 1 Apr 2022:		686.69	
Adjustments:		-201.60	
Adjustments:		10.00	
2019/20 opening balance:		2,707.19	2,707.19
Income to date:		19,911.26	
Expenditure to date:		-13,297.70	
Surplus/deficit to date:			6,613.56
Bank balance at period end:			<u>9,320.75</u>



Balance as per Bank Statement 15th February 2023:		£11,212.74		Balance as per Bank Statement 15th February 2023:		£687.84	
Current a/c 00868337				Savings a/c 41213865			
		Payment No.		Unpresented	Presented		
Expenditure							
	25/01/2023	101231	AutelaPayroll	£52.31			
		101232	Play Inspection Co Ltd	£117.54			
	27/01/2023	101235	H Duckering - clerk's salary		£358.57		
	27/01/2023	101233	H Duckering - clerk's salary		£358.37		
	05/02/2023	DD	bank charges		£12.00		
	13/02/2023	101234	2Commune		£342.00		
	06/03/2023	101236	LRALC IA	£180.00			
		101237	Spendlove Contracting	£1,419.01			
		101238	Wing CC	£200.00			
		101239	H Duckering - clerk's salary	£358.57			
		101240	HMRC Q4	£249.40			
	08/03/2023	DD	bank charges	£13.00			
				<u>£2,589.83</u>	<u>£1,070.94</u>		
Receipts							
	19/01/2023		Savage plot 21	£10.00			
			Jones plots 9,10,11	£20.00			
			Poole plt 8	£10.00			
			Balam plot 22	£5.00			
	20/01/2023		Shield plot 20	£10.00			
	22/01/2023		Orr plot 5,6,7	£15.00			
	23/01/2023		Sayers plot 27	£5.00			
	24/01/2023		Rolland plt 31	£5.00			
	25/01/2023		Talbot	£5.00			
	26/01/2023		Fashion show	£810.00			
	29/01/2023		Hill plot 26A	£5.00			
	30/01/2023		Bywater plot 30	£5.00			
			Caldicott plot 13,14,14a	£25.00			
	31/01/2023		Rogers	£10.00			
			Williams plot 15	£10.00			
	03/02/2023		Rowsell plot 26B	£10.00			
	07/02/2023		Towell plot 23	£5.00			
	08/02/2023		Sayers plot 12	£5.00			
			Dalton plot 17	£5.00			
	09/02/2023		Cairns plot19	£10.00			
	10/02/2023		Bryers plot 18	£5.00			
	15/02/2023		Crawley plot 16	£5.00			
	06/03/2023		King plot 28		£10.00		
				<u>£995.00</u>	<u>£10.00</u>		
Balance as per account Current		£11,212.74					
Balance as per account Savings		£687.84					
plus unpresented credits		£10.00					
Less unpresented cheques		£2,589.83					
Balance as per calc		£9,320.75					