

**MINUTES of Wing Parish Council Meeting held on Wednesday 28<sup>th</sup> September 2016 in the Village Hall.**

**28/16 Attendance Register:** Cllr's Tulloch (chair), Dejardin, Newsham, Seviour & Spooner,

County Councillor Edward Baines  
One member of the public

**29/16 Apologies for Absence:** Cllr's Clark & Curley. Accepted by members

**30/16 Declarations of Pecuniary Interest** None

**31/16 To approve the minutes of the meeting held on Wednesday 27th July 2016:**  
Proposed by Cllr Seviour, seconded by Cllr Spooner, that the minutes are a true record of the meeting. Unanimously agreed.

**32/16 Clerk and Councillor's reports:**

A report has been received about the poor condition of the road surface in The Jetty:  
*The clerk will advise Rutland County Council's Highways Department*

Overhanging trees between Village Hall and garden of first flat Morcott Road – agreed some time ago to pay £150 for the work: *Cllr Tulloch agreed to remind the contractor to carry out the work. Also to check that the contractor has adequate insurance.*

Water leak Church Street: *Rob Baxter, RCC has stated that a larger pipe is required and work will be carried out by the end of the year.*

Defibrillator update: *Cllr Newsham advised that the new website was up and running and reports uploaded.*

Damage to trees Top Street: *The clerk was requested to ask Rutland County Council for a copy of the investigation report from Environment Services as it is possible that the ground is contaminated. Also request a copy of the police report. Council are concerned that such an action damaging trees may set a precedent*

Notice Board: *PB has kindly relocated to the bus shelter but a new pane of glass is required. The clerk to ensure safety glass is used.*

Post Box: *The owners have agreed for the relocation, Royal Mail has been informed.,*

Bottom Street sign (Reeves Lane) needs replacing: *The clerk to inform Rutland County Council Highways Department.*

Trees, Anglian Water: *agreed to flay back overhanging trees and include trees Mill at Cottage although there is a question of ownership*

*CID Visibility problem still continue as trees need cutting back. Action Cllr Tulloch*

*HSBC – has advised that the documents lodged with them needs to be removed within six months, Cllr Tulloch will collect the Village Hall Title Deeds this coming Friday. A copy will be made and distributed to members. The documents will then be lodged with Daltons, Stamford.*

*Seats on the playing field: Reminder that council agreed that oil should be applied.*

**33/16 Democratic ten minutes. An opportunity for members of the public to speak:**  
None

**34/16 Accounts circulated with the agenda:** Noted that the invoice for the CID has yet to be received from RCC. Accounts approved by members.

**35/16 To receive the audited Annual Return 2015 – 2016:** Received by members and noted the item concerning Consolidated Stock.

**36/16 WPC as Trustees and WVHMC:**

- a. To receive the Report of the meeting held on Wednesday 7th September 2016:  
Received by members.
- b. To consider and approve the Draft Management Agreement between WPC as Trustee and the WVHMC: as agreed by the Trustees in attached minutes of the meeting held immediately prior to this meeting. Unanimously agreed. Agreement signed by the Chair.

**37/16 Funding of £15,000 has been secured towards the cost of the new play equipment (£17,000):**

- a. To accept the £2,000 from Augeon approval is required to pay Entrust 11%, £220.00
- b. To consider funding the additional amount to complete the project:

Proposed by Cllr Dejardin, seconded by Cllr Seviour to accept the £2,000 offered by Augeon and pay the £220 to Entrust to secure the funding. To accept the revised quotation from Playforce for £15,000 with a change from metal to wooden swings. Also to pay Playforce from council funds £1,260 for the removal of the existing equipment. To request careful removal of the existing multi play equipment to be stored at the premises of Cllr Tulloch to endeavour to sell on Ebay. This also applies to the swing seat basket and chains. Unanimously agreed.

**38/16 To agree to the Stopping up order – 3 Top Street, Wing, Rutland: Legal Services**  
Peterborough City Council on behalf of Rutland County Council has made a request under section S116 Highways Act 1980 to remove the Highway rights. Council confirmed receipt and raised no objections to this request.

- 39/16 Following an inspection of the layby, Morcott Road by Rutland County Council, RCC has suggested it should be a capital project. To consider further action:**  
Council are disappointed that this work was classified as a capital project and not revenue as parked cars restrict visibility when hall users turn out onto Morcott Road: Cllr Baines agreed to raise this with RCC Highways Department.
- 40/16 To consider further action on the continuing water leak and kerbstones in Church Lane:** Covered in the Clerks report.
- 41/16 To approve the leaflet for Neighbourhood Plan Consultation:** Subject to a few amendments the leaflet be approved. Unanimously agreed.
- 42/16 To consider the Village Hall and Parish Council insurance comparison:** John Hackett produced an in depth comparison analysis of both the Village Hall insurance and Wing Parish Council insurance (copy attached with suggested action)  
The chair on behalf of council thanked John for his sterling work who had spent many hours and phone calls at no charge. Cllr Seviour confirmed that all of the concerns that he'd raised in his previous report had now been addressed by John and the outstanding items related to the differing respective values for Trustee Indemnity and Public Liability Insurance were the subject of quotations to be supplied to the Village Hall Management Committee for comment.
- 43/16 To consider raising the clerk's salary as agreed in the precept 2016–2017:**  
Proposed by Cllr Tulloch, seconded by Cllr Seviour, that the increase as agreed in the budget for the financial year 2016 – 2017 be applied taking the salary to £1800 p.a. Unanimously agreed.
- 44/16 Planning applications received in time for the meeting:** None
- 45/16 Correspondence; Citizens Advice Bureau, RCC Conduct Committee**
- 46/16 Any other business:** Cllr Baines advised that the Site Allocation approval report has been delayed to March 2017.

Meeting closed at 9.05. pm

agreement 1/6/14-31/5/17

Provides good cover for Wing  
Parish Council. In particular

- 1) - Legal Expenses cover is provided by DAS Legal Expenses Insurance Co. Ltd Limit £100,000.
- 2) - Employers Liability Indemnity limit is £10m
- 3) - Public and Products Liability Indemnity limit is £10m.
- 4) - Officials and Trustees Indemnity limit is £500,000.
- 5) - Crisis Containment Indemnity limit is £25,000. (as stated in the Schedule) BUT THERE APPEARS TO BE NO MENTION OF THE ACTUAL WORDING IN THE POLICY ITSELF.

I would recommend that you communicate with the brokers Came & Co for an explanation.

Wing Village Hall Policy No. VH/M 000706 underwritten by Mavan underwriters who are part of Aon UK and operate this delegated Policy which is Insured by: -

- a) - Legal Expenses cover is provided by DAS Legal Expenses Insurance Co. Ltd Limit £100,000.
- b) - Trustees Insurance is provided by Royal Sun Alliance - limit £100,000.
- c) - Aviva Insurance Co. Ltd covers 60% of all other sections of the Policy
- d) - Allianz Insurance Co. Ltd covers the remaining 40% of the other sections of the Policy.

Due December 20 - Long Term agreement also applies for 3 years - but not sure of inception or expiry date.

Provides good cover for the Village Hall  
Committee. In particular

- 1) - Employers Liability Indemnity limit is also £10m
- 2) - Public and Products Liability Indemnity limit is £5m.3) - Trustees Indemnity limit is £100,000.

To increase the Indemnities to fall in line with the Parish Council Policy I.e. Public and Products Liability to £10m and the Trustees to £500,000 would increase the Annual Premium by £368.50 (inc 9.5% IPT).

There were a few amendments required to this Policy which was a Reissue from the previous Policy which was Insured by Allianz and arranged by the same brokers Aon UK. These have now been acted upon as follows: -

- 1) - The Policy is now endorsed with the Council's interest -- 'The Wing Parish Council are interested in the Insurance by this Policy as Trustees of the Community Centre'.
- 2) - The address of the Hall is now specified correctly (previously the correspondence address) 3) - It is confirmed that the solar panels are included in Buildings and the Sum Insured.
- 4) - In my view there is an error in the Policy wording as it is not clear whether there is cover for Theft of Contents of the Village Hall. I have suggested that this is taken up with

the Insurers but we have an e-mail dated September 5 2016 from Aon confirming that Theft of Contents is covered subject to Forcible and Violent entry. 5) - A separate item has been shown under Buildings for the Timber built Calor Gas store.

I have requested a note of the separate additional premiums required in case the Village Hall Committee elect to increase only one of the above Indemnity quotes.

David and I have been in correspondence and have met to discuss various matters regarding the two policies. I think that the above brief summary covers the main points with which he was concerned.

John A Hackett F.C.I.I Chartered Insurer.

**Minutes of the meeting of WING COMMUNITY CENTRE TRUSTEES held on Wednesday 28<sup>th</sup> September 2016 in the Community Centre.**

**01. Attending:** Cllr's Richard Tulloch (chair) John Dejardin, Wendy Newsham. Bryan Spooner, David Seviour.

**02. Apologies of absence:** Lyndon Curley & Tony Clark. Accepted by members.

**03. To approve the Report of the meeting held on Wednesday 7th September 2016:** Cllr Spooner gave a brief account of the meeting. Approved by Trustees.

**04. To consider and approve the Draft Management Agreement between WPC as Trustee and the WVHMC:** Agreed and signed by Cllr. Richard Tulloch.

**05. To consider any other issues relating to the trust:** As there are many issues to resolve, it was agreed that a follow up meeting should take place with some members of the Village Hall Management Committee. Cllr David Seviour will produce a briefing paper.

**It is important that there are at least two members of Wing Parish Council attending Village Hall management meetings, therefore if the nominated members, Cllr Richard Tulloch and Cllr Bryan Spooner are unable to attend, they must inform the clerk who will arrange for another member(s) to attend.**

**06. Date of the next meeting:** To be arranged  
Meeting closed at 7.25 pm