NORTH LUFFENHAM PARISH COUNCIL

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| Minutes of the meeting of the Parish Council (Trustee) held at the North Luffenham Community Centre at 8.10 pm on Monday July 11th 2016  |
| Present: Cllr Cummings (Chairman), Cllr Cade (Vice-Chairman), Cllr Burrows, Cllr Mrs Inman, Cllr Smith, Cllr Marson & Cllr SewellAlso in attendance: Mr. I Ferguson, (Parish Clerk), Mrs. A Ashpole (Parish Clerk designate)There were 4 members of the public present. As the business associated with item 7 began, 3 additional members of public entered the room. |
| ITEM | ACTION |
| 1. APOLOGIES

Cllr Riordan  |  |
| 1. DECLARATIONS OF INTEREST

Cllr Sewell declared an interest in items 5 & 7 by virtue of holding Agricultural Tenancy.Cllrs Cade and Burrows declared an interest in items 6 & 8 by virtue of being Chair and Vice Chair respectively of the Cricket Club |  |
| 1. MINUTES OF PARISH COUNCIL (TRUST) MEETING of MAY 16th 2016

These were AGREED to be a true record of the meeting and duly signed by The Chairman1. MATTERS ARISING
* **Geoff Sewell Close house sales.** Furtherto Cllr Cummings letter to RCC of 4 July, he reported that he had again written to RCC requesting an update on this matter. In his response on 8 July to Cllr Cummings, James Faircliffe, FCIH | Housing Strategy and Enabling Officer, RCC, advised that they have reminded Spire Homes of the clarification required regarding “the exact interplay between the 80% cap and rural repurchase.” Mr Faircliffe also advised that Spire Homes had apologised for their delayed response. Mr Faircliffe advised that he will contact Spire Homes again the following week and we await further correspondence on this matter. Cllr Cummings stressed the importance of ensuring that the development remains affordable for local people as intended.
* **Allotment holders’ insurance.** Further to advice received from our insurers that every allotment holder should have Public Liability Insurance, Mr Mike Wyatt, Chairman of the North Luffenham Allotment Association (NLAA), advised that he had explored costs of an additional £4 for Public Liability Insurance with several allotment holders, the majority of which had responded positively. Pro rata, the cost of annual membership to National Allotment Society of £3 per allotment holder would enable each member to benefit from £4 per year Public Liability Insurance. All allotment holders should be notified as soon as possible of the increase of £7 per allotment per year, in addition to the annual rent, which will be effective from January 2017. It was agreed that Cllr Cade and Mr Wyatt would draft a letter for allotment holders, for circulation.
* **5-a-side goalposts.** Oval/Field Gardens Working Group investigated the issue of goalposts and proposed that existing goal posts be replaced with 5-a-side goal posts, at a cost of approximately £1,500, to be included within the LEAP funding proposals.
* **Cricket Club dates for use of the The Oval.** The Clerk confirmed that these had been received and circulated.
1. FINANCE
* The Finance report had been circulated with the agenda and was accepted
* Mow All Invoice. Cllr Cade reported that he had contacted Mow All regarding Invoice No. 750 as it did not reflect work and cost as agreed under Item 5, March 14th 2016 NLPC Minutes. Cllr Cade advised that Mow All agreed the discrepancy in their invoice which should have stated payment of £250 for cutting of the Allotment Field. Payment of Mow All Invoice No. 750 at £250 was AGREED.
* To avoid any subsequent confusion for work requested from suppliers, Cllr Cummings suggested that the Parish Clerk issue Work Orders. This was AGREED.

**6 REVIEW OF CHARITABLE SCHEME AND ASSOCIATED LEASES**Cllr Cummings advised that Cllr Riordan had undertaken a detailed review of the Charitable Scheme, the Cricket Club and the Bowls Club leases. Before this is published, due to the complexity of contents within these documents, Cllr Cummings has asked Cllr Riordan to arrange a briefing for Councillors to enable all to consider the issues prior to discussion in an open forum. Cllr Cummings to circulate the papers. Dates to be published in due course.1. **FIELD GARDENS REPORT**
2. **Allotments: issue raised by Geoff Sewell Close residents** Cllr Cummings referred to Item 8 of Minutes (Trust) for May 16th 2016. Clarification had since been sought from a resident of Geoff Sewell Close. In consideration of potential issues Cllr Cummings suggested that the proposal to create new allotments at the rear of Geoff Sewell Close is put on hold, whilst the Field Gardens/Oval Working Group put together a detailed proposal, which should take account of the points raised in the Chairman’s recent note to Councillors of 8 July on the subject for consideration by the Parish Council acting as Trustee, to the next meeting. Those affected should be informed and any monies received in respect of specific plots should be returned. This was AGREED.
3. **Allotments: location of dog-bin** a dog-bin had been purchased and fixed to the gate of the allotments although it had been noted in previous minutes that the dog-bin was specifically for the Walkway. The contract for emptying dog-bins may need to be extended to accommodate extra costs. It was AGREED to relocate the dog-bin on the Walkway at the roadside. It was also noted that complaints regarding fouling from dogs had been received from allotment holders. Poop scoop signs and a polite notice for allotments will be reviewed to ensure consistency.
4. **Walkway: fencing costs** Cllr Sewell awaiting fence costs.
5. **Walkway: bench** a quotation for a bench for the Walkway for £200 + VAT was tabled. A total sum of £265 (to include cement/fixing) was AGREED. Cllr Marson proposed that the bench should be located on the return loop – AGREED.
6. **Walkway: permissive pathway** Authorise a spend of £50 for a ‘permissive pathway’ signage – AGREED. The signage to have the following wording (with the map):“By permission of the landowner (NLPC) and at their own risk, the public may walk the pathway shown on the map.This is a permissive path allowed by NLPC and can be restricted at any time. No rights of way are created.”

 1. **OVAL REPORT**
2. **Walls update:** contractor will talk to affected residents before he begins work.
3. **Mowing the central area/approve annual cost** – Cllr Cummings referred to the quotation of £461.40 from ‘Paint it or Plant it’ (previously circulated) which indicated the true potential commercial cost. It was AGREED to authorise an immediate payment of £500 to the Cricket Club AND make further payments of £500 each on receipt of invoices in September and November 2016, as per their quotation of 16 May 2016. Payment to be made on the understanding that the Cricket Club are responsible for maintenance of their equipment.

Cllr Cummings suggested that by 1 February 2017 the Oval Working Group should seek additional commercial quotations for FY17/18 and a further quote from the Cricket Club for consideration in the FY17/18 Budget. 1. **Play area/S.106 LEAP contribution** Cllr Marson reported that the Oval/Field Gardens Working Group had consulted a number of people of mixed ages regarding the use of the play area. It was noted that the existing equipment was fit for purpose. There was a consistency in feedback for the requirement of 2 distinct areas - for younger and older children. Older children had requested a zip wire and seemingly a skate park. Further clarification had identified that it was a small ramp rather than a skate park that was sought.

Cllr Marson sought approval to manage the process of developing proposals for the play area within a planning budget of no more than £30,000. This would entail ensuring:1. the use of one contractor to review maintenance of existing equipment
2. identify projected maintenance costs and avoid introducing equipment that requires regular maintenance costs
3. 3 suppliers are briefed and to meet them on site
4. references and written quotations from each of the 3 suppliers obtained
5. Cllr Marson will contact local residents

This approach was AGREED.Cllr Cade reminded the meeting that grants may be available from other sources. | Cllr CummingsCllr Cade/Mr Wyatt Clerk (IF)Clerk (AA)Cllr RiordanCllr CummingsField Gardens/Oval Working Group&Clerk(IF)Cllr CadeCllr SewellCllr CadeCllr CadeClerk (IF)Oval Working GroupCllr Marson |
| 1. **ANY OTHER BUSINESS**Cllr Sewell reported that a resident had complained of dog fouling on the Oval. It was AGREED that Cllr Smith would draft a message for the website. It was noted that the village road signs required cleaning. The Clerk would progress this with the Highways Department at RCC. A resident had expressed concern regarding the speeding of buses through the 20 mile per hour limit within North Luffenham. This situation to be watched carefully. Cllr Marson reported that there had been a significant improvement on parking within Church Street at school times.

**10 DATE OF NEXT MEETING** - Monday September 5th 2016There being no further business the meeting closed at 9.15 pm\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(signed) \_\_\_\_\_\_\_\_\_\_\_\_(date) | Cllr SmithClerk (IF) |