NORTH LUFFENHAM PARISH COUNCIL

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| Minutes of the meeting of the Parish Council held at the North Luffenham Community Centre at 7.00pm on Monday July 11th 2016 | |
| Present: Cllr Cummings (Chairman), Cllr Cade (Vice-Chairman), Cllr Burrows, Cllr Mrs Inman, Cllr Smith, & Cllr Sewell  Cllr Marson had indicated that he would be joining the meeting later  Also in attendance: Mr. I Ferguson, (Parish Clerk) and Mrs A Ashpole (Parish Clerk – designate)  There were 4 members of the public present.  The Chairman opened the meeting by welcoming all present and in particular welcomed Mrs Angela Ashpole , Parish Clerk/RFO (Designate). The Key objectives are   * Review the transfer arrangements to the new Clerk/RFO * Consider how to proceed with Village Plan * Review Village Day on June 11th * Consider how to proceed with Bonfire Night 2016   The Clerk confirmed that in promulgating this meeting Transparency arrangements had been observed and further confirmed that the Annual July 1st Transparency rules had been complied with.  PUBLIC FORUM  Speed of Traffic on Edith Weston Road. 2 members of the public expressed concern that this was getting worse. The Chairman said that the issue was on the agenda to be discussed  Station Rd/Ketton Rd junction. A member of the Public thought a lorry had shed a load of gravel but he was assured it was debris from the very wet weather and this would disperse  The meeting proper then began | |
| ITEM | ACTION |
| 1. APOLOGIES   Received from Cllr Riordan. Cty Cllrs Miss Waller and Bool had said they are unable to attend   1. DECLARATIONS OF INTEREST   None. However The Clerk had sent round a note asking councillors to update their respective registers of interest and asked those that had not yet replied to do so |  |
| 1. MINUTES OF THE MEETING HELD ON MAY 16th 2016   These were agreed and signed by The Chairman as being a true record |  |
| **4 MATTERS ARISING**   * Speed indicator devices (SIDS) Since the last meeting The Clerk and Cllr Smith had met on-site with Paul Slater of RCC to discuss the site of both the westbound and eastbound SID on Edith Weston Rd. Mr Slater had sourced two suppliers Coeval and Westcotec the latter being the larger sign due to the flashing lights in the 4 corners. Furthermore there is difficulty in finding a power source for the sign near Woodyard Corner and that will be solar powered. There is some £12113 of s.106 money earmarked for this. The total prices are Westcotec - £10696; Coeval £7626; It was AGREED that the PC will leave the choice of which supplier to Mr Slater and the Clerk will write to that effect * Village Information Pack. This item will be discussed when Cllr Marson joins the meeting. * Burial space Cllr Cummings reported that he still awaits a visit from the appointed Diocesan representatives. Mrs Whittaker, Churchwarden, is chasing this up. In the meantime Cllrs Cummings, Smith together with Janet Whittaker will prepare a short paper identifying possible ways forward.   **5 CORRESPONDENCE**  The Clerk had received a letter from Rutland CAB telling of the work they  do. For many years the PC has given them a s.137 donation of £100 and it  was AGREED to do that again in FY16/17  **6 TRANSFER OF RFO/CLERK DUTIES**  The Chairman advised the PC that in selecting a new Clerk the selection panel had interviewed 4 strong candidates but unanimously recommended the appointment of Mrs Ashpole and this was agreed by councillors. The Clerk explained that during the month of July Mrs Ashpole is shadowing what he does and gradually various elements of the job are being transferred to her so that there is a seamless join on August 1st. In particular The Clerk is advising all those organisations and individuals with whom the PC has business dealings of the change of Clerk. Mrs Ashpole thanked all concerned for the help and welcome she had enjoyed.  **7 FINANCE**   * **The Finance report** which had been circulated with the Agenda was accepted. * **Increase in Parish Clerk’s salary scales.** SLCC, the Parish Clerks’ union had negotiated a 1% increase for all Parish Clerks effective April 1st 2016. This would cost an extra £19-19 to the wage bill for the Clerk (IF) for the period April 1st to July 31st 2016. This was AGREED * **Financial Regulations/risk management.** Cllr. Cummings had circulated a revised Risk Assessment prior to the meeting. The proposed changes are in the areas of Reduced adequacy of Precept, Ability to pay invoices, Conflicts of interest and maintenance of assets or amenities. It was AGREED to adopt the changes and review the paper every 6 months. * **Training** There are 3 half day courses at LRALC. These are for new Clerks and cost £35 each. It was AGREED to spend £105 on Mrs Ashpole attending these courses during Sept/October 2016 | Clerk(IF)  Cllrs Cummings & Smith  Clerk(IF)  Clerk(IF)  Clerk(AA)  Clerk(IF)  Cllr Cummings  Clerk (AA) |
| 1. **PLANNING**   Cllr Smith reported as follows   * **The Barn, Glebe Road** demolition of extension and build new extension and new vehicle access. The PC objected to this but it has been approved by RCC * **Moor House Farm** Alteration to farmhouse and barn conversion. This is supported by PC * **15 Lyndon Road.** Removal of trees - supported * **34 Butt Lane** construction of upper floor extension. Cllr Smith has spoken with the applicant and neighbour. Cllr Smith proposes a neutral response. This was AGREED  1. **TRANSPARENCY**   The grant of £122-48 has been received for the purchase of a new scanner (this cost to include 2 hours training)   1. **BACKING UP PARISH COUNCIL DOCUMENTS**   Cllr Cummings reported that this issue has now been resolved and the proposal in the agenda has been withdrawn. The issue of back-up will be tackled at a later meeting.  **11 VILLAGE PLAN QUESTIONNAIRE**  2 questionnaires had been circulated with the agenda 1 for Adults, 1 for 11-17 yr olds. Cllr Smith thanked those that had commented on the on the draft. It’s a work in progress. He is looking for volunteers to help develop the plan. Younger people find the questionnaire too long hence the separate 11-17 version. A committee comprising Cllrs Cummings, Marson, Burrows & Smith + villagers was formed.   1. **VILLAGE DAY REVIEW**   Cllr Cummings reported a successful day summed up by the High Sheriff as follows “I am proud that Rutland can put on such a demonstration of community spirit. It is just what we all feel England is great at – certainly North Luffenham is”. Cllr Cummings thanked all those who had participated. At a later date the PC will discuss future similar events.  **As Cllr Marson had joined the meeting The Chairman returned to MATTERS ARISING – item 4 – Village information pack.**  Cllr Marson said that a draft copy of the booklet had been sent out earlier that day and comments had been received. Cllr Marson will bring a proposal re distribution to the next meeting.   1. **COMMUNICATION WITH VILLAGERS**  * Prior to the meeting Cllr Smith had circulated a paper dividing the village into 7 geographical areas. Each Cllr will take an area and be responsible for residents queries/issues from the area. It was AGREED to adopt the paper, make it happen and review in July 2017.  1. **LED LIGHTING UPGRADE**   The Clerk advised the PC that RCC plan to upgrade all street lights in the County to LED units. For North Luffenham this would be at a cost of  £479-90. This compares favourably with our lighting costs in recent years. It was AGREED that the PC will embrace this initiative.   1. **BONFIRE NIGHT 2016**   Cllr Cummings reported that we had been advised by our insurers that bonfire must be at least 100 metres from trees property etc. Cllr Cade thought the PC should decide whether it wants a Bonfire Night. Cllr Burrows thought there was much support for the event from the Public. It was AGREED to re-instate Bonfire Night Working Group to review plans   1. **PARISH COUNCIL FORUM on July 18th**   The Clerk asked if there are any volunteers to attend this. There were none  **17 OTHER BUSINESS**   * **Lottery grant** Cllr Cummings advised the meeting that Mrs Janet Whittaker, the Village Historian, is applying for a lottery grant to maintain village archives on behalf of The Parish Council * **River Chater** The Clerk raised with the Environment Agency, the issue of the River Chater being blocked but had had no reply. He will try again   **18 DATE OF NEXT MEETING** Monday September 5th 2016    **There being no further business the meeting closed at 8-05 pm**  Signed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_chair\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_date | Cllr Smith  VP questionnaire comm.  Cllr Marson  Cllr Smith  Clerk (IF)  Bonfire night working gp  Clerk (IF) |