



# North Luffenham Parish Council

Minutes of the meeting of the Parish Council held at the North Luffenham Community Centre at 7pm on Monday, 5<sup>th</sup> September 2016

**Present:** Cllr Cade (Chairman), Cllr Inman, Cllr Sewell, Cllr Riordan (late)

**Also in attendance:** Mrs A Ashpole (Parish Clerk), Cnty Cllr Miss Waller

## **There were 3 members of the public present**

The Chairman opened the meeting by welcoming all present, including Mrs Ashpole to her first full meeting as Parish Clerk.

The Clerk confirmed that Transparency arrangements had been observed and that the rules had been complied with.

## **Public Forum**

- Mr Wyatt, regarding allotment public liability insurance: sought clarification that the allotments are a public area. He was advised that the general public has free access. **Resolved:** to discuss at the next PC meeting.
- Mrs Whittaker regarding a village map: an example of Barrowden's map was tabled, which could aid new residents / visitors to the village. A map could also be included in the Village Welcome Pack. **Resolved:** to present details at the next PC meeting.
- Mrs Whittaker, regarding the overflow of the dog poo bin by the church: it was established that this is a waste bin located on land owned by the church. **Resolved:** an application for this bin to be included to the existing PC dog bin collection service will be sought at the next PC meeting.
- Mrs Whittaker, regarding lottery grant for village archives: noted that this had been **acknowledged** at the previous PC meeting.

## **The meeting proper then began**

1. **Apologies:** Cllrs Cummings, Marson, Smith and Burrows

2. **Declarations of interest:** None

3. **Minutes of PC meeting held on of 11<sup>th</sup> July 2016**  
**Resolved** to accept and sign as a true record.

### **4. Matters arising**

a. **Burial space:** Cllrs Cummings and Smith continue work on this. A visit from an expert of Diocese of Peterborough remains outstanding which Mrs Whittaker will follow up.

**Action: Cllrs Cummings / Smith and Mrs Whittaker**

b. **Village Information Pack:** the draft had been circulated for comments and it was noted that a village map could be included. An appropriate web version will be made available. Cllr Inman was thanked for her work to date.

**Action: Cllr Inman**

Cllr Riordan arrived at the meeting with apologies for her late arrival, which were accepted.

- c. Village Plan questionnaire:** continues to be a work in progress.  
**Action: Cllr Smith**
- d. Communication with Villagers / Contact System:** supporting papers had been circulated and remains a work in progress.  
**Action: Cllr Smith**
- e. Speed indicator devices (SIDs):** RCC had advised that 2 signs had been ordered; there may be sufficient funds for a third. Instead of having a third sign, the PC explored alternative uses for the surplus funding:
  - i. holes in the highway: could not be considered further because such repairs would come from a different source of funding. As an aside, it was noted that holes in the highway can be either reported to the Clerk or directly via the RCC website.
  - ii. 20mph road painted signs.A decision of possible alternatives was not time-dependent. **Resolved:** to discuss at the next PC meeting.

## 5. Correspondence

- a. CAB:** letter of thanks received.
- b. Potential Mobile Post Office Service:** reinstating a Post Office service for 1 hour per week from a mobile unit is being investigated by the Post Office. Butt Lane has been identified as the preferred location because it provides appropriate hard-standing for the vehicle and a suitable communications connection point.
- c. Pension Auto-enrolment alert:** it was noted that action will not be required before the staging date of 1 May 2017.
- d. Parish Notice Boards / Leisure Courses** – Brooksby Melton College sought permission to promote their courses. **Resolved:** Mrs Whittaker to receive A5 leaflets for availability at the Community Centre.
- e. Society of Local Council Clerks (SLCC) membership**  
Membership has been transferred from the former Clerk to current Clerk. **Resolved:** approval for renewal (due Nov 2016) will be sought at the next PC meeting.
- f. Leicester & Rutland Association of Local Councils (LRALC) Development and Member Support Questionnaire 2016**  
Following consultation with the Chairman and former Clerk, an online response had been submitted.

## 6. Finance Report

a. The Finance report was **approved**

### b. CCLA Investment Management

Authority was sought for authorised signatures to be revised from the former Chairman (Syd Overington) to the current Chairman (Paul Cummings) and the correspondent from the former Clerk (Ian Ferguson) to the current Clerk (Angel Ashpole) – **approved**

### c. Authority sought to spend:

- i. **Association of Local Council Clerks (ALCC)** is a new Trade Union. There is no cost to current full members of SLCC. After 31 Dec 2016 ALCC subscription will be £10 p.a. (for full members of SLCC only).  
**Resolved:** that the PC will support Trade Union membership for the Clerk.
- ii. **Grant Thornton:** Certified Annual Return for YE: 31/03/16. Approval sought for payment of £300 + VAT – **approved**.

## 7. Planning

Cllr Inman reported as follows:

### To receive the following decisions

- a. The Garden House, Lyndon Road - Application: Fell 1 No. Robinia tree – **no objection**
- b. 34 Butt Lane – construction of upper floor extension – **granted**
- c. The Fox Inn – 2016/0530/DIS and 2016/0532/DIS – it was confirmed that the alterations of drawings were associated with the new house build – **approved**

**Resolved:** to note receipt of these decisions.

### To comment on the following application

- d. 2016/0788/FUL: Suncrest, Foster's Bridge – **Application:** variation of condition 5 of planning permission 2013/0497/FUL – no objection had been raised by the immediate neighbour to convert the existing Bungalow for storage/recreational use. However, concern had been expressed about the potential to later restore the building to an abode. The applicant advised that this was not his intention and stated that separate planning permission for such a use would be required.  
**Resolved:** to return a **neutral** response.

## 8. Community Centre: Register with Charitable Commission

This item should have been entitled 'Community Centre' only, as the issue of the Charitable Commission registration refers to item 9 of the Trust Agenda. Cllr Riordan advised that the Working Group is not yet ready to report its findings.

## 9. Bonfire Night – Reports and insurance

This item was listed on the Parish Council (Trust) Agenda when in fact was an item for this meeting, reported as follows:

Further to the Bonfire Night Working Group Report, Cllr Cade reported that he had sourced a one-off event insurance quote from NFU for £426.13

which provides the appropriate cover required for the Bonfire Night event; this compared favourably with quotes from alternative insurers. The quote is valid until the end of September.

Concerns were expressed that the NFU quote had not been approved by the Working Group and about how to limit numbers to a maximum of 500 people. An option to switch the PC's overall insurance cover to NFU or one of the other insurance providers in order to get a more cost-effective total package was discussed. A maximum spend of up to £575 was **approved** subject to the Bonfire Night Working Group researching the above option, clarifying the numbers issue and, if appropriate, formally approving the NFU quote. **Resolved:** that the PC to agree the detail of the cover via email.

**Action: Bonfire Night Working Group/All Councillors**

The detail of fireworks is to be discussed at the next PC meeting.

**Action: Clerk**

**10. Any Other Business**

**a. PC Notice Board**, Kings Road is warped. The supplier will be contacted in order to get it repaired.

**Action: Cllr Cade**

**b. Clerk's change of email address** to [nlparishclerk@outlook.com](mailto:nlparishclerk@outlook.com). The Clerk confirmed that this is an interim solution until implementation of the Communications project currently being undertaken by the IT/Communications Working Group.

**c. Citizens Advice Rutland:** an invitation had been received to the AGM which will include afternoon tea and launch of latest Rural Deprivation Report on 12/10/16. Those present were unavailable. Anyone who wishes to attend should contact the Clerk by the end of September.

**11. Date of next meeting:** Monday 17 October 2016

**The meeting closed at 8pm**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_