



North Luffenham Parish Council

Minutes of the meeting of the Parish Council (Trust) held at the North Luffenham Community Centre at 8.05pm on Monday, 5th September 2016

Present: Cllr Cade (Vice Chairman), Cllr Inman, Cllr Sewell, Cllr Riordan

Also in attendance: Mrs A Ashpole (Parish Clerk), Cnty Cllr Miss Waller (for item 4)

It was noted that Cnty Cllrs Waller and Bool would usually only remain for PC (Trust) Meetings when they felt they could contribute to specific item(s).

There were 2 members of the public present and another entered the room at 8.30pm

1. Apologies for absence: Cllrs Cummings, Marson, Smith & Burrows

2. Declarations of interest

Cllr Sewell declared an interest in item 4, g. by virtue of holding Agricultural Tenancy.

Cllr Riordan declared an interest in item 7, a. by virtue of owning an adjoining property.

3. Minutes of PC (Trust) meeting of 11th July 2016

Resolved: to accept and sign as a true record.

4. Matters arising

a. Geoff Sewell Close house sales: further to communication received since the last Parish Council (PC) meeting, RCC had advised that they continue to follow up and await a satisfactory response from Spire Homes.

Cnty Cllr Waller left the meeting.

b. Allotment Holders' Insurance notification:

Resolved letters had been sent/delivered to all allotment holders.

In order to get the transaction completed, Mr Wyatt, (Chair of the NL Allotment Society) sought approval from the Parish Council for payment of the premium in December. **Resolved:** to seek approval for the specified cost at the next PC meeting.

c. Works Orders System: a first draft was tabled. To improve the process it was suggested that the Works order number could be supplied by the Clerk upon receipt of quote(s). Different views were expressed, such as: too complex; may align with Governance and Accountability. **Resolved:** to agree that the Clerk work on this with the other members of the Working Group as part of the review of Governance Procedures.

d. Review of Charitable Scheme: reported at item 9, below.

e. Allotments: Dog Bin

Resolved: that the dog bin had been moved.

f. Allotments: Poop scoop signs & notices

Resolved: these had been obtained and will be displayed.

Action: Cllr Cade

- g. Allotments: Fencing costs:** one quote had been obtained to date and further quotes are being sought. It was noted that although Cllr Sewell had declared an interest in this matter, that interest was not prejudicial to his role in this, given that he has relevant contacts from the requisite trade.

Action: Cllr Sewell

- h. Allotments: Walkway Permissive Pathway sign:** a sign had been purchased; a copy of the map is required.

Action: Cllrs Cade/Cummings

- i. Play Areas/S.106 LEAP contribution:** it was reported that despite liaising with 4 suppliers, only two quotes had been received to date and this remains a work in progress.

Action: Cllr Marson

5. Correspondence: none to report.

6. Finance Report

- a.** The Finance report was **approved**.

- b.** A transfer of £800 from Money Manager Account to NLPC Trust account was advised.

7. Oval report

- a. Walls update:** seek approval to pay inv no 439 for £1400.00 – **approved**. An additional quote to complete work that was not initially apparent will be sought.

Action: Cllr Cade

- b. RCC Assessment:** Waste Bin No 124 – dislodged from post and reported to RCC. **Resolved:** the bin appears to have been remounted to the post.

8. Field Gardens Report

Bonfire Night items: these had been discussed in the Parish Council meeting, at item 9, immediately preceding this meeting.

- 9. Review of Charitable Scheme and Associated leases.** Cllr Riordan advised that prior to briefing councillors, she will require them to have read various Charity Commission Guidance Notes, links to which she will circulate. However, her research had highlighted the need to register the Charity with the Charity Commission because of the level of its annual income.

Action: Clerk/Cllr Riordan

10. Any Other Business

A member of public entered the room at the published start time of 8.30pm. It is difficult to ascertain the finish time of the earlier PC meeting. **Resolved:** to replace the start time of the PC Trust meeting with 'immediately following the PC meeting'.

11. Date of next meeting - Monday 17 Oct 2016

The meeting closed at 8.45pm

Signed: _____ Date: _____