



# North Luffenham Parish Council

Minutes of the meeting of the Parish Council (Trust) held at the North Luffenham Community Centre at 8.40pm on Monday, 5<sup>th</sup> December 2016

**Present:** Cllr Cummings (Chairman), Cllr Cade (Vice Chairman), Cllr Inman, Cllr Marson, Cllr Riordan, Cllr Sewell, Cllr Smith

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

## **There were 2 members of the public present**

The Chairman opened the meeting by welcoming all present.

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

**1. Apologies for absence:** Cllr Burrows

**2. Declarations of interest**

Cllr Sewell declared an interest in item 4 by virtue of holding Agricultural Tenancy. Cllr Cade declared an interest by virtue of being Chair of the Cricket Club.

**3. Minutes of PC (Trust) meeting of 17<sup>th</sup> October 2016**

**Resolved:** to accept and sign as a true record.

**4. Matters arising**

**a. Geoff Sewell Close house sales:** Cllr Cummings had maintained ongoing correspondence with J Faircliffe (RCC). During a recent meeting with Syd Overington, (the Chair of the Parish Council at the time of the original sale to Spire), Cnty Cllr Waller, Cllr Riordan and Cllr Cummings key outcomes had been identified as follows:

- i. a clear understanding of the need for the Parish Council to develop a closer relationship with Spire
- ii. an early indication of a property becoming available to ensure that it can be well advertised locally
- iii. a request for an introduction to be arranged by RCC to the appropriate managers at Spire

**Action: Cllr Cummings**

**b. Allotments:**

- i. **Poop scoop signs and notices:** additional notices had been obtained
- ii. **Fencing costs:** quotes x 3 had been obtained to supply and fix 400m of fencing and submitted to the PC for consideration. Clarification was sought to establish where the proposed fencing would be erected and to ascertain where the responsibility for the fencing costs would lie. Cllr Sewell left the room whilst the matter was discussed further. On the advice of Cllr Cade it was **accepted** that the PC as trustee landowner should provide appropriate fencing, as had previously been agreed.

**Resolved:**

- to acknowledge that as landowner, it is the PC's (Trustee) responsibility to pay for associated costs to have the fencing erected
- to fund the costs from the PC (Trust) reserves
- to establish the most competitive price from the lowest quotes of two of the suppliers discussed and place the order

**Action: Cllr Cade**

**c. Woodland Walkway**

- i. Hang gate – this had been completed
- ii. Woodland Trust free trees application – an application had been made.

**d. Play Areas/S.106 LEAP contribution:**

Quotes x 3 had been obtained from different suppliers but not without difficulties. In particular, because of different conditions stipulated within the small print, a direct cost comparison between each supplier was difficult to ascertain. Cllr Marson would continue to progress and provide an update at the next council meeting.

**Resolved:** to convene at the Oval in advance of the next council meeting to agree the appropriate location for each piece of equipment. A presentation by Cllr Marson to include costs and recommendations would follow (on the same day).

**Action: Cllr Marson/All**

**5. To receive and consider the report of the Finance Working Group:**

**a. To consider recommendations made by the Finance Working Group**

**Resolved:** to accept the draft together with the additional proposals as noted in item 5 c.

**b. To review Allotment Rates**

A number of local Parish Councils had been contacted with a view to establishing a benchmark for allotment rents. Taking into consideration the additional costs per allotment tenant for 2017 of £3 for Allotment Society membership and £3.50 towards public liability insurance, it was proposed that the allotment rents remain unchanged for the forthcoming year. **Resolved:** to **agree** that the allotment rents remain unchanged.

**c. Budget FY 17/18**

The proposed budget was to be revised to reflect potential additional costs that had been identified during the PC meeting as follows:

- Fencing costs
- Repair costs to cricket nets
- Mowing of Oval

Furthermore it was noted that:

- tenders should be explored for mowing the Oval and that, if this cannot be done by the Cricket Club, then part of the cost be apportioned to them

**Action: Cllr Cade**

- A possible need for the Finance Working Group to review the investment policy document and current investments and to make appropriate recommendations.

**Action: Finance Working Group**

**6. Correspondence received by the Clerk**

- Notification had been received to relinquish plot 10B on 31.12.16
- Allotment application request had been received from a NL resident
- Report of suspected tree root damage to driveway of property adjacent to Oval. **Resolved:** to advise NLPC insurers of this correspondence

**Action: Clerk**

**7. Finance Report presented by the Clerk**

- To consider and approve the Finance report - **approved**
- Authority sought to spend Allotment Holders' Public Liability Insurance Premium, up to £175.00 (the Insurance Premium of £157.76 had been confirmed during the day of the PC meeting) - **approved**

**8. Oval and Field Gardens Report**

Nothing to report.

**9. To consider control of dog fouling on the Oval and elsewhere in the village**

Whilst the majority of dog owners had been commended for clearing up after their dogs, two recent incidents had been reported; in particular, a resident had been challenged on the Oval and, although offered a dog bag, refused to clear up after their dog. **Resolved:** to re-post Toxocara Canis item on the village website and to review existing Bye Law notice.

**Action: Cllr Smith/Clerk**

**10. To consider actions required/issues arising in connection with the registration of the charity**

During the registration process of the charity, various considerations were required to complete the online application form. Such considerations included how allotments are managed for the benefit of needy residents, and how costs are set.

The response was that there is currently no waiting list; allotments rates are reviewed annually and compared with other local councils to ensure that an appropriate rate is set. It was **agreed** that a councillor would formulate a policy to encapsulate the relevant issues and put it to the Field Gardens Working Group for approval, and, if appropriate, implementation.

**Action: Cllr Riordan**

**11. Date of next meeting – Monday, 16<sup>th</sup> January 2017**

**The meeting closed at 9.35pm**

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

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