



North Luffenham Parish Council

Minutes of the Extraordinary meeting of the Parish Council held at the North Luffenham Community Centre at 7pm on Wednesday, 8th November 2017

Present: Cllr Cummings (Chairman), Cllr Cade, Cllr Burrows, Cllr Inman, Cllr Riordan, Cllr Sewell, Cllr Smith

In attendance:

Mrs Ashpole (Clerk/RFO)

There were 8 members of public present

The Chairman welcomed those present and explained that as it was anticipated that item 84/17 would result in a lengthy discussion, he proposed and **it was agreed** to discuss item 85/17 first. To ensure ease of reference however, the minutes were recorded in the order of the published agenda.

82/17 Apologies: none

83/17 Declarations of interest: none

84/17 Consideration of a proposal to establish a dedicated Parish Council website and to identify a way forward: a variety of papers were reviewed and lengthy discussion ensued. Overall, in consideration of the papers, concern was expressed regarding cost of a commercial site and duplicated content. It was confirmed that NLPC **does** meet Transparency regulations.

Cllr Burrows advised Council on various questions and suggestions, which were noted as follows:

- a. various functionality was identified to meet PC needs, such as a calendar, dedicated email addresses, ease of access and to move away from huge lists of posts – it was considered that delivery of these functions would not be too difficult to implement
- b. it was suggested that Parish Council/Proper Officer must have editorial rights - agreed
- c. questions relating to enhancement of existing site:
 - i. could long lists of integrated items be replaced? – yes;
 - ii. could documents be viewed without downloading? – browser issue;
 - iii. is a regular back-up actioned? – undertaken weekly with accumulated monthly backups;
 - iv. data protection? – removal of old information was undertaken by Web Group
- d. an ad hoc option (as no supporting paper) was to have parishcouncil.northluffenham.com with editorial rights but this was not recommended due to potential duplicated content
- e. Facebook had become more popular than northluffenham.com site

- f. no solution exists that has a good web based document storage
- g. technical changes to website should be managed by Web Working Group

Following the discussion, three options were considered:

1. enhance existing website to include the Parish Council as the landing page
(5 votes)
2. seek funding for new website
3. consider additional/alternative options to achieve target
(2 votes)

It was resolved to explore options 1. and 3. and for all to email statement of requirements to Cllr Burrows.

Action: All

85/17 Identify how to take forward the Parish Council's response to the Rutland County Council's proposals for the redevelopment of St George's Barracks: key points were noted which included

comments from the floor, at the Chairman's invitation, as follows:

- as there was currently no plan, there was very little to consider
- the PC was mindful of potential conflict of interests associated with becoming a lobby group
- 2 members of public who have various aspects of environmental expertise volunteered their time
- the Master plan will take the RCC/MoD Partnership a year to write
- it was thought that the mineral survey would be completed by mid-January 2018
- concern was expressed re conflict of interest between developer / regulator
- the PC was keen to acknowledge the importance of engaging with parishioners to ascertain key points
- there would need to be an understanding of exactly what it is that could be achieved

It was resolved to:

- form a small working group, with membership of: Cllr Cummings, Cllr Burrows (IT expertise), Cllr Smith (Chair of Planning Committee) and Mr Tim Collins (environmental expertise)
- develop Terms of Reference which would identify purpose, to include liaison with County Councillors and locally affected PCs, especially Edith Weston, Ketton and Empingham and advise, brief and report back to NLPC and residents
- organise a public meeting ideally before Christmas to discuss principles and identify volunteers and, in particular, specialists

As all members of the public had left the meeting immediately after item 85/17 it was unnecessary to implement a resolution to exclude Press and Public from the meeting at this point due to the confidential nature of item 86/17 below.

86/17 Receive a report from the Staffing Committee: Minutes were summarised verbally to the Council and **it was resolved** to:

- a. accept Minutes of the meetings of the Staffing Committee for 23/10/2017, 30/10/2017 and 01/11/2017
- b. accept the resignation of the Clerk
- c. advertise the vacancy

87/17 Date of next Parish Council meeting: Monday 4th December 2017

The meeting closed at 9pm

Signed: _____ Date: _____

DRAFT