



# North Luffenham Parish Council

Minutes of the meeting of the Parish Council (Trust) held at the North Luffenham Community Centre from 9pm on Monday, 4<sup>th</sup> December 2017

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

**In attendance:** Mrs Ashpole (Clerk/RFO)

**There was 1 member of public present**

**49/17 Apologies:** Cllr Sewell

**50/17 Declarations of Interest:**

Cllrs Cade & Burrows by virtue of being members of NL Cricket Club  
Cllr Riordan re item 57/17 by virtue of living adjacent to the Oval

**51/17 To approve and sign Minutes of PC Trust meeting of 16<sup>th</sup> October 2017: it was resolved to approve** and sign the minutes as a true record.

**52/17 To receive an update about progress of outstanding resolutions:**

- a. 41/17 a:** Erection of boundary fencing of Manor Farm land adjacent to the Woodland Walkway: the job had been completed. A question was raised from the floor about access to the allotments. It was again clarified that as the allotments are on village land managed by the Sole Trustee, parishioners cannot be prevented from accessing that land.
- b. 43/17 c:** Repair to Oval bench: thanks were asked to be conveyed to the resident who repaired the bench at a nominal cost to NLPC in comparison to the original quote for a replacement bench.
- c. 45/17 c: Play equipment, phase 2:** responses from advert for a volunteer – none received – another advert would be placed in the next newsletter. A request would be made for a site visit by APL to check the slack on the zip wire. The Oval Committee were tasked with starting work on proposals for additional equipment.

**Action: Clerk to contact APL / Oval Committee (proposals)**

- d. 44/17 b: Management of allotment monies:** a ticket had been logged with LRALC, who had referred it to NALC<sup>1</sup> Legal.
- e. 44/17 c iv: RCC's dog bylaw notification:** remained outstanding; Clerk would progress.
- f. 45/17 b i: RCC Forestry Officer one-hour site visit:** arranged for 10am 06/12/2017 - Cllrs Cade & Cummings would attend
- g. 45/17 d: Oval Play Area timber gate:** work was scheduled to commence in January 2018.

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<sup>1</sup> National Association of Local Councils

### **53/17 Chairman's Report**

- a. Review of draft budget paper FY18/19 – key points were shared.  
**It was agreed** that the Finance Working Group would finalise at their next meeting and bring to the next PC meeting.

### **54/17 Finance Report**

- a. To consider and approve Trust Finance Report: **it was resolved to approve** the Report.
- b. To note that 4Counties Grounds Maintenance had deregistered for VAT

### **55/17 Field Gardens Report**

- a. **To recommend that the allotment rents for 2018 remain unchanged: it was resolved to approve.** The allotment plot rates are as follows: full £33; half £20; quarter £12.
- b. **To seek approval to spend £86.52 plus VAT to purchase a dog waste bin for the allotment access gate: it was resolved to approve.**
- c. **To seek approval to spend up to £30 for a polite notice sign asking Residents to respect the allotments and keep dogs on leads and on pathways.: it was resolved to approve.**
- d. **To receive and approve Allotment Lettings Policy: it was resolved to approve** subject to the following changes/checks:
  - i. page 1 'Background' – delete: , [which is appended to this policy for reference]
  - ii. p.1 'General Allotment Management ...' – item 3a is stated in the Agreement
  - iii. same section as ii above – that item 6 is stated in the Agreement.
  - iv. p.2 9 – Amend to "Such acceptance will be subject to ... "

### **56/17 Oval Report:**

- a. **To consider grass cutting for 2018:** quotes
  - i. Oval cuts - awaiting response from current supplier  
**Action: Cllr Cade to pursue**
  - ii. Quote of £74 more than last year received from current supplier mowing other areas  
**Action: Clerk to request written quote**
- b. **Oval Play Area:**
  - i. **To consider repair of split handrail at steps from Butt Lane adjacent to play area:** remedial repair would be undertaken prior to receiving a quote for a permanent fix  
**Action: Cllr Cade**
  - ii. **To seek approval for fencing costs to stop dogs entering the fenced play area of up to £150: it was resolved to approve**
- c. **To discuss size and type of goal posts: it was agreed to** refurbish the existing full-sized posts and to seek costings for an additional 'Junior' post. Careful consideration would be needed in the siting of such a post  
**Action: Oval Working Group**
- d. **To seek approval for purchase of grass seed and top dressing of up £50: it was agreed** by the PC to fund from Bonfire Night event profits and **it was resolved to approve** and to note on next Agenda

**Action: Clerk**

To resolve to go into private session in accordance with the Public Bodies (Admission to Meetings) Act 1960 in view of the confidential nature of the business to be transacted in the next item: **it was resolved to approve.**

**57/17 To receive an update regarding apparent tree root damage:** a procedure was being followed; the resident would be updated.

**Action: Clerk**

**58/17 Agenda items for discussion at the next meeting:**

- a. Apparent tree root damage

**59/17 Date of next Parish Council (Trust) meeting:**

Monday, 8<sup>th</sup> January 2018

**The meeting closed at 9.55pm**

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

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