



North Luffenham Parish Council

All Councillors are summoned to the Parish Council Meeting on Monday, 5th March 2018 at **7pm** which will take place in the North Luffenham Community Centre

Agenda

127/17 Apologies

128/17 Declarations of Interest

129/17 Public Forum

130/17 To approve and sign Minutes of meeting of 8th January 2018

131/17 To receive an update about progress of outstanding resolutions from the last meeting:

- a. 113/17b: update on affordable homes Audit Report – Cllr Cummings
- b. 118/17: Freedom of Information request to RCC for the Memorandum of Understanding for the St George's Barracks development – Cllr Cummings
- c. 114/17 b: Resilience Planning Working Group – Cllr Cummings

132/17 Chairman's Report

- a. St George's Development Update
- b. To seek to approve St George's Steering Group Terms of Reference
- c. To note formal appointment of Cllr Jonathan Davies
- d. To note resignation of Clerk and to provide an update on progress to fill the vacancy

133/17 Finance Report – Clerk

- a. To consider and approve Finance Report
- b. To consider anticipated budget forecast for FYE 17/18
- c. To note submission to RCC of Precept 2018-19 for £13,136
- d. To note receipt of VAT refund of £4,454.78 into NLPC bank account and to note:
 - i. transfer of £886.20 VAT to Field Garden Trust bank a/c
 - ii. transfer of £3,133.40 VAT to S106 Business a/c
 - iii. the balance of £435.18 VAT refund in NLPC bank a/c
- e. To seek approval to appoint LRALC Internal Audit Service
- f. To seek approval to spend £210 for LRALC Internal Audit Service
- g. To seek approval to spend £70.42 for Clerk expenses
- h. To seek quotes for Insurance Policy renewal as from 01/04/2018
- i. To note attendance at PFK Littlejohn External Audit Briefing on 26/02/2018 organised via LRALC¹

134/17 To note draft Staffing Committee Minutes of 18/01/2018 – Cllr Riordan

¹ Leicestershire & Rutland Association of Local Councils

- 135/17 To consider a proposal to increase Clerk's hours from 10hrs to 11hrs/week based on current hours worked and to make provision for a further hour from Reserves if required – Cllr Cummings**
- 136/17 To receive and consider Web Group Report – Cllr Burrows**
- 137/17 To propose a dedicated Parish Council meeting to discuss the Village Plan Survey and consider the summary of suggestions – Cllr Smith**
- 138/17 To consider Council preparations for General Data Protection Regulation (GDPR) – Cllr Cummings**
- a. To consider the need for dedicated Parish Council email addresses for councillors
 - b. To note launch of NALC² GDPR Toolkit for local councils
- 139/17 To consider Churchyard Grant Application of £500 – Cllr Cade**
- 140/17 'Village Tidy' day – Cllr Cade**
- a. To identify a date
 - b. To seek approval for purchase of 6 litter pickers at cost of up to £50
- 141/17 To consider a date for this year's Village Day and:**
- a. to identify the format
 - b. to confirm organising
- 142/17 Correspondence – Clerk**
- a. RCC Green Waste Collection: to note sign-up by 02/03/2018
 - b. RCC: Bus Stop Enhancements for 2018
 - c. Royal British Legion: Silent Soldier
 - d. Western Power: Safety leaflet
- 143/17 Planning - Cllr Smith**
- a. **To receive planning applications for the following:**
 - i. **2017/1050/FUL – Withdrawn** - alterations and extension to existing garage to create additional double garage with storage room above. Fir Tree House, Ketton Road, North Luffenham
 - ii. **2018/0081/FUL - Proposal:** Erection of single-storey extension. 31 Ancaster Way, North Luffenham
 - iii. **2018/0061/FUL - Proposal:** 2018/0061/FUL – Proposal: Retrospective application for the erection of detached dwelling house with detached garage. Fir Tree House, Ketton Road, North Luffenham
 - b. **To receive planning decisions for the following:**
 - i. **2018/0006/CAT - Granted:** Fell 6 No. Pine Trees. Reduce crown of 1 No. Oak Tree by 1m. Remove 3 No. lowest branches of 1 No. Sycamore Tree. Misty Hill, 7A, Digby Drive, North Luffenham

² National Association of Local Councils

144/17 To note Planning Committee Minutes of:

- a. 24/01/2018
- b. 08/02/2018
- c. 22/02/2018

145/17 To consider Governance papers for approval:

- a. Code of Conduct (General)
- b. Freedom of Information

146/17 Items mentioned at this meeting to be considered on Agenda for the next NLPC meeting

147/17 Dates of next meetings (Mondays):

- a. **Parish Meeting (called by Chairman) 16th April 2018**
- b. **Annual Parish Council meeting, 21st May 2018**

Angela Ashpole
Parish Clerk
27th February 2018