North Luffenham Parish Council

**Minutes of the meeting of the Parish Council Meeting held in the North Luffenham Community Centre at 7pm on   
Monday 22nd October 2018**

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

# There were 4 members of public present

**63/18. Apologies**. Cllr Sewell

**64/18. Declarations of Interest:** None

**Chairman’s Opening Remarks.**

Our Chair welcomed all to the meeting and indicated that key objectives as well as routine governance and finance business were to:

* Discuss the proposals for the development of St George’s Barracks and identify how the PC should respond to the Master Plan put forward by RCC.
* Review the detailed arrangements for Bonfire Night 2018
* To make an initial review of the 2019/20 Budget prior to a detailed review by the Finance and Investment Committee.
* To review and approve quotes received in connection with new play equipment. This is being considered by PC rather than by Trust as this is to be financed by the S106 monies received from the Rosewood development.
* To consider how to respond to RCC’s Local Transport Plan update – Moving Rutland Forward.

The Clerk confirmed that the Agenda and all policy papers to be considered had been published on the village web site for at least 3 working days.

**65/18. Public Forum**. No issues were raised.

**66/18. Approve and sign Minutes** as follows:

* Parish Council meeting of 28th August 2018
* Extraordinary meeting of 20th September 2018

It was **resolved** to accept the minutes as a true record of those meeting.

**67/18. Progress since the last meeting**

* The Clerk advised that following completion of his courses he would review the Freedom of Information Policy of the Parish Council using the template provided by LRALC, tracking any changes from that policy, and circulate the draft to all Councillors: **Action Clerk**
* The Clerk reported that there had been no further developments to the signage in Pinfold Close

**68/18. Chairman’s Report. The Chairman gave a verbal report in which he commented:**

**Parish Council Strategy Review Meeting**. I am pleased to report that considerable progress has been made following the Strategy Review held on 23 Jul:

* St George’s Barracks – PC receives regular reports.
* Play Area – Additional quotes received – to be actioned tonight
* Meeting with Forestry Officer has taken place – further action in hand to resolve will be discussed tonight.
* Long term strategy of tree planting – needed to be kept in mind
* Future of Cricket Club and proposal to enable fund raising – some progress made – cricket club anticipate operating next year.
* Walkway access – resolution agreed – awaiting RCC approval for change.
* Community Centre – The future of the Community Centre is being discussed with RCC and the School, but at present it is not directly a Parish Council matter.

**Remembrance Commemorations.** I represented theVillage at the Poppy Event on Sunday 21 Oct – we were presented with a horseshoe. I would seek your approval to place it in the Church. Approval was given, but its position in the Church to be publicised via the web-site so as to encourage all residents to view it. The village Remembrance event will be held in the Church at 10.40hrs on Sun 11 Nov 18. A ‘poppy arch’ installation is being prepared in the church.

**Response to Local Plan**. Thank you to all who contributed to the preparation of our response to the recent consultation document. In total, almost 1,750 forms were submitted. Our document and individual forms were delivered to RCC to meet the required deadline. RCC are struggling to consolidate responses and will need to demonstrate how consultation responses have shaped the revised version of the Local plan in a statement of community engagement.

**69/18. To receive an update regarding St George’s Barracks Masterplan consultation.**

The Chair had circulated an update prior to the meeting the main details included were

1. RCC have proposed a number of changes to the initial Masterplan including the reduction of homes to be built on the site from 3,500 to 2,700
2. On 11th Oct, I represented the SGB Advisory Group at the RCC Special Growth, Infrastructure and Resources Scrutiny Panel and gave a presentation. A copy of the presentation has been circulated and has been published on the website.
3. On 26th November 2018, The County Council will be considering an application for Housing Infrastructure Funds (HIF). We are concerned that such an application will inevitably lead to a Planning Application in 2019 to develop the site. We will be looking to develop relevant questions to raise at the meeting. In addition, we will ask villagers to write to Councillors to express their concerns.
4. Last night I circulated the Agenda and Documents pack for an RCC Cabinet Meeting to be held on 30th Oct. when a proposed major development at Woolfox (now Public as a document and circulated to PC members) and SGB (Local Plan) will be considered too. Some of the wording related to Local Plan is ‘interesting’ and the responses to the recent consultations are mentioned in terms of quantity (1,750 individual responses).  There are some specific points flagged to cabinet and it looks as if the Pre-submission Local Plan is not likely now in early 2019. Now what happens to the Housing Infrastructure Fund (HIF) bid in the short term and the required statement of Community Engagement in the mid-term is in the air.
5. The document also includes a revised Office of National Statistics method of establishing future growth. In the case of Rutland this proposes 179 dwellings per annum for the period 2018 to 2028, considerably in excess of the standard method of 130 dwellings and the Strategic Housing Market Assessment of 160 houses/annum.
6. Cllr Gordon Brown, Portfolio Holder for Environment, Finance, Planning and Property has offered to come and brief the Council on what the criteria are for growth and the development of previously developed land. It was agreed that this would be a good idea. **Action Cllr Cummings to arrange**

The Chair commented that NLPC need to adopt a clear position before RCC launch the HIF bid on 26th Nov 18. The Working Group seek your guidance on how you would wish to proceed. Agreement was reached that as a Parish Council we should continue to try to influence the nature of the Development and not take a ‘blanket opposition’ approach

It was the view of the Parish Council that they sought an appropriate solution to the redevelopment of the site which was sustainable, environmentally sound and incorporated innovative and imaginative ideas including attracting high tech business to the site. Any proposed solution should not impact unduly upon the existing communities.

County Cllr Waller commented that if were to object wholly to the plan then we would need to come up with a costed alternate as RCC needed to see a return on the site and cover the cost of de-contamination, SGB being a brownfield site.

A proposal to contribute £150 towards the printing of bumper signs was refused as Cllrs felt that if residents wanted to display one in the back of their cars then they could purchase them direct.

A second proposal to buy advertising space in the Mercury along with other Parish Councils at a provisional cost of £750 for us was withdrawn before being discussed.

It was agreed that guidance received from LRALC with regard to NLPC contributing funds to a fighting fund would be circulated to all Councillors. **Action. Clerk to circulate**

**70/18. Correspondence – Clerk**

* RCC – Overhanging vegetation Pinfold Lane North. Clerk confirmed that the vegetation had been cut back.
* RCC – Email re blocking of speed sign Pinfold Lane North Clerk advised that this was in hand
* RCC – Consultation on Rutland’s 4th Local Transport Plan. Advised that the full documentation had been sent to the Chair and details posted on the web-site
* Lord-Lieutenant of Rutland, Remembrance Day Commemorations. The Chair had attended the meeting and brought back a sign to be situated in the Church, with photos to be published on the web-site
* RCC – Healthy Rutland Grant Scheme; Details had been posted on the Web-site. County Cllr Waller encouraged groups to apply

**71/18. Finance Report - Clerk**

* Cllr Burrows confirmed that he had reviewed the Bank reconciliation of the Parish Council accounts and all was in order
* The accounts to the 30th September were presented and approved along with the finance report
* The Parish Council approved the recommendation of the Finance Working Group to appoint LRALC as internal Auditors for the current year at a cost of £210. It was also noted that as the income for the Parish Council was below £25k then we then would be no requirement for an external audit
* The following payments were received, considered and approved:

1. Clerks Salary £841.75
2. HMRC £560.80
3. Clerks Expenses £67.60
4. Speigl Press £100 for the printing of letters to residents re SGB Consultation
5. Arnold Baker £129.99; to purchase the 11th Edition of Local Council Administration

The clerk confirmed that a VAT claim had been submitted in the sum of £542.40 covering the first 6 months of the financial year.

**72/18. To receive and review the initial draft of the financial budget for the year 1st April 2019 to 31st March 2020**

This had been pre-circulated. The Chair pointed out some minor changes in expenditure compared to FY18/19. It was agreed the Finance Working Group would meet to complete the budget in time to present it the next Council Meeting.

**73/18. Planning -**

Cllr Smith advised that three planning applications had been received:

**2018/0954/CAT PROPOSAL: T1 and T2 Cherry trees to be re-pollard to previous points due to previous pollarding which has created a cycle of needed works before the epicormic growth becomes too large.**

Sunny Knoll Farm Cottage 2A Digby Drive North Luffenham Rutland LE15 8JS

**2018/0955/CAT PROPOSAL: T1- 1 no. Cedar tree to be reduced all round by 1 metre.**

Sunny Knoll Farm 2 Digby Drive North Luffenham Rutland LE15 8JS

**2018/0891/FUL PROPOSAL: Conversion of a barn to create a single dwelling house.**

Sculthorpe House Pilton Road North Luffenham Rutland

It was also noted the following planning application approvals

1. **2018/0358/FUL** – The demolition and then the rebuild of a property at 12 Glebe Road
2. **2018/0890/CAT** – To fell a pine tree at 30 Kings Road

**74/18. Bonfire night.**

The Chair confirmed that plans were well advanced for this years event, though could do with a couple more volunteers on the night.

**75/18. Affordable Housing in Geoff Sewell Close.**

Cllr Riordan indicated that she felt that a notice/restriction could be added to the title deeds of the property subject to the consent of the landowners, in this case Spire Homes.

County Cllr Waller advised that she was due to meet with RCC’s lawyer and would investigate the issue with them as it not only applied to social housing in North Luffenham

**76/18. Update on Website update.**

Cllr Burrows advised that he would arrange a meeting with the Chair and Clerk to now progress this matter including the use of Google Docs. **Action Cllr Burrows**

**77/18.** **To receive, review and approve the quotes received in connection with the purchase of additional play equipment for the Oval.** (To be financed from the Section 106 monies).

Details of the quotes received for the purchase of additional play equipment as well as the repainting of the current swings and also repair to the surface below the swings had been pre-circulated.

The following purchases were approved:

Wicksteed Package 3 (Spiro Wheel Roundabout, Woodland Locomotive and Carriage); Cost ££8156.40 plus VAT

Wicksteed additional item Cockerel 3 way; Cost £1856 plus VAT

Stadia Sports 9 aside goal post and nets; Cost £772 plus VAT

Wicksteed to re-paint Swings; Cost £600 plus VAT

Wicksteed to re-surface below swings with Eco Tumble; Cost £5049 plus VAT

**Total Cost: £16,433.40**

**78/18. To review and consider NLPC response to RCC’s draft 4th Local Transport Plan – titled Moving Rutland Forward (MRF).** The consultation runs for 12 weeks until 4pm on Friday 11th January 2019.

It was agreed that Cllr’s Cummings, Riordan and Smith review the documentation and report back to the Parish Council at the next meeting

**79/18. Dates of next meeting: Monday, 3rd December 2018, 7pm @ the Community Centre**

**Meeting Closed at 8.30pm**

### Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_