



North Luffenham Parish Council

Minutes of the Parish Council (Trust) Meeting held on Monday 28th January 2019 in the North Luffenham Community Centre

- 01/19** Apologies: Cllrs Burrows, Smith, Riordan, J Sewell, R Sewell.
- 02/19** Declarations of Interest: None
- 03/19** The minutes of PC Trust meeting held on 3rd Dec 2018 were duly approved and signed.
- 04/19** Finance Report – Clerk
- a. Cllr Inman confirmed she had reviewed and agreed the Bank Reconciliation 31 Dec 2018
 - b. The finance report was received and approved.
 - c. The final budget for 2019/20 was duly approved.
 - d. The following payments were approved
 - C Cade Concrete post mix and stakes £74.64
 - Shield Insurance re Allotments Public liability Ins £160.51
 - e. It was noted that the wayleave payment of £8.05 from Western Power had been received and banked.
- 05/19** The following quotes for mowing for 2019 were duly approved:
- Mow All £1500.03. 7 Invoices of £214.29. This represented an increase of £10 pm on 2018
 - 4 Counties Ground Maintenance £2,250, being £90 per cut. This represented an increase of £10 per cut on 2018
- 06/19** Field Gardens Report - Cllr Cade
- a. **Allotments update:** The clerk advised that invoices for 2019 had been issued at the start of the month. As of 28 January 2019, 13 out of 40 invoices issued remained outstanding, with allotment holders to be contacted in a further couple of weeks if they remained outstanding at that stage
- 07/19** Oval Report - Cllr Cade
- a. To obtain a quote for the repair to the boundary stone wall to the rear of 3 Oval Close. This matter was still outstanding though it was noted that the wall section in question remained stable
 - b. It was noted that both the Bowls Club (£20) and the Cricket Club (£50), had settled their rent payments in a timely manner. It was also noted that the secretary of the cricket club had written to the Parish Council thanking them for allowing them to run the BBQ and hot drink stands at the Bonfire night celebrations which had raised much needed funds for the cricket club. They confirmed that they would be continuing with the Tuesday evening cricket matches.

- c. It was noted that from time to time, requests are received by the Cricket Club to use the pavilion for purposes other than Cricket matches. **Action:** Clerk to write to the Cricket Club to request that the Parish Council be formally notified of such events as well as dates for all matches.

08/19 To consider creating a specific policy for the management of works carried out by 3rd Parties. **Action:** It was agreed that the clerk draft a short document to include:

- Proper notification of when any works are to be carried out
- When works are completed, they are duly signed off as complete and to the required standard
- Any damage caused, be notified to the clerk immediately.

09/19 Date of next meeting: **Monday 4th March 2019 @ 7pm**

The meeting closed at 8.25pm