



North Luffenham Parish Council

Minutes of the Parish Council Extraordinary Meeting held on Monday 29th April 2019 at 7pm at North Luffenham Community Centre

Present: Cllr Cummings (Chair), Cllrs Inman, R Sewell, Smith, Riordan, Cade and Burrows and County Cllr's Waller and Bool

Public: There were 3 members of the public present

34/19 Apologies: Cllr J Sewell

35/19 Declarations of Interest: None

36/19 Chairman's Report. The Chair welcomed everyone to the meeting including the three residents who are to become Parish Cllrs with effect from 7th May 2019 following the uncontested election. He advised that the main purpose of the meeting being to agree the year end finances for 2018/19. He advised that the finance working group had met on the 9th April to review the figures prior to this meeting and also in anticipation of the internal audit scheduled for the 1st May

37/19 Finance Report

- a. The financial report for the year 1st April 2018 to 31st March 2019 was presented to the meeting with explanations provided as needed. The report was approved as presented. The AGAR Section 2 – Accounting Statements for 2018/19 circulated in advance of the meeting was agreed.
- b. The following payments were received and approved:
 - £56.01; Printing of March Newsletter
 - £210.00; LRALC re Internal Audit Fee
 - £40.00; LRALC re clerk training for year end finances course
 - £40.00; ICO re data protection renewal fee
 - £424.00; Trevor Johnson, repairs to notice Board
 - £229.01; NALC/LRALC membership fees
 - £67.00; DM Payroll. Annual fee
- c. Two items not previously advised, £200 +vat (external audit fee incurred due to expenditure for 2018/19 being more than £25,000) and £26.80 (8 litter pickers for weekend clear-up). These proposals were discussed and agreed.
- d. The finance report included the fixed asset schedule. Cllr Riordan raised a query with regard to the play equipment that had recently been purchased by the PC using section 106 monies it had received. As

the equipment had been sited on land owned by the Trust, with their agreement, should the equipment be gifted to that Trust and therefore not appear on the fixed asset schedule of the PC. It was agreed that the clerk seek clarification from the Internal auditors/LRALC

38/19 Review of Parish Council Risk Analysis. The Chair advised that he had reviewed the current risk register and had been able to reduce 2 areas of risk from Medium to Low namely; payment of the Clerks salary and Parish Council notice boards, the latter having been recently repaired.

39/19 To consider membership of The Council for the Protection of Rural England (CPRE). The Chair advised the primary concern of CPRE was the protection and retention of the rural environment. After discussion it was proposed by Cllr Sewell and seconded by Cllr Smith that we become a member of the organisation at a cost of £36 pa. It was unanimously agreed

40/19 To consider the actions needed of retiring Councillors and data protection requirements. Guidance from LRALC had been previously circulated by the clerk. Going forward it was agreed that all Cllrs will have a dedicated NLPC email account for NLPC business

41/19 Planning Cllr Smith

Reference: 2019/0346/FUL

PROPOSAL: Construction of attached triple garage and barn and erection of kitchen garden wall. Ketton Fields Ketton Road North Luffenham Rutland PE9 3UT

Cllr Smith advised that he had visited the site and felt that the proposed development would not have a negative visual impact and that the PC should not object. The recommendation was approved.

42/19 Date of next meeting: **Annual Parish Council Meeting; Monday 20th May 2019 @7pm**

Meeting closed at 7.50 pm