

North Luffenham Parish Council

**Minutes**

**17th September 2025**

A full parish council meeting for North Luffenham Parish Council was held on 17th September 2025 at 7pm in the NL Community Centre.

Present – Cllr T Smith (chair), Cllr J Spiegl, Cllr Cade, Cllr Forbes, Cllr Purves.

Amy Lord – Clerk and Responsible Finance Officer.

**Full Council Meeting**

**75/25** **Public Forum**

A resident attended to talk about archiving village information they had compiled and donating imagery to the Community Centre. The Parish Council thanked them for all the work put into collecting and preserving this material.

The issue of the recent loss of broadband and phone services in the village was also raised. Concerns were expressed about the effect on lifeline systems and the risks for vulnerable residents. It was agreed that the Parish Council would contact Rutland County Council to ask what support might be available and whether advice could be built into the village resilience plan.

Matters were raised regarding the correspondence going to the clerk and whether or not it was being sent on to the councillors and added to the ‘correspondence’ section on the agenda, also the lack of paperwork with the agenda for the meeting, the clerk confirmed this was the case with the correspondence and the paperwork for the agenda would be corrected going forward. The Finance Committee was also raised, including the need to consider bank accounts offering higher interest rates and for a clear annual accounts report for the Trust. It was also noted that not all committees and working groups currently have Terms of Reference, and this will need to be followed up. Clerk to look in to the working groups terms of reference and review accounts reports. Clerk to research options for higher interest bank accounts.

**76/25 To receive ward report.**

There was an update on the ongoing local government reorganisation. Several proposals are currently under consideration, including unitary authority options and the potential expansion of Leicester City. The preferred position for Rutland remains the North–South model, incorporating Leicester City and Rutland. This option aligns with the seven criteria that councils are required to meet. The matter will go to Cabinet at Rutland County Council on 14th October, with a final decision expected on 21st November before submission to Government in December.  
It was noted that further information is available on the Rutland County Council website regarding waste. From March, it will be a statutory requirement to dispose of food waste separately. A food waste caddy will be provided, and black bin sizes will be reduced, although collection schedules will remain unchanged.  
An update was given on the Bus Service Improvement Plan, with a report available to view on the RCC website.  
It was noted that a flood event is being held at RCC on Friday, which will provide advice and information on measures that residents can take to help prevent flooding.

-------------------- Meeting officially commences ----------------

**77/25 To receive and approve apologies for absence.**

77.1 Apologies were received from Cllr Burrows and Cllr Gorse. Cllr Spiegl proposed acceptance of apologies, all approved. Ward Cllr Waller was not present.

**78/25 To receive declarations of interest.**

78.1 Cllr Forbes declared interest on agenda item 86.2 as part of the gardening club

**79/25** **To receive, approve and sign Minutes of the previous meeting held on 13th August 2025.**

79.1 The minutes of the Council meeting held on 13th August 2025 had been circulated prior to the meeting. They were proposed for approval by Cllr Purves and seconded by Cllr Forbes. All approved. Cllr Smith signed the minutes.

**80/25 Matters arising from previous minutes.**

Vacuum cleaner purchased.

Playground inspection quotes received and sent out prior to meeting

Task list created and to become rolling agenda item.

**81/25 Chairman’s report.**

The new Clerk has now started in post. The Chairman requested that councillors ensure all queries are responded to promptly via the Clerk.  
Issues with online banking were raised and are being followed up. Clerk and Cllr Smith to continue working on fixing issues with banking.  
It was noted that the Local Plan is currently under inspection, with particular reference to regulations and St George’s Barracks. No new plans have yet been received.

**82/25** **Correspondence and reports from other meetings.**

No correspondence received. Clerk has asked for a list of regular groups to expect updates from to list on the agenda going forward.

**83/25** **Policies**

83.1 Cllrs suggested some amendments to be made to the financial regulations. Clerk to update and Cllrs will review corrections at next meeting.

**84/25 Finance Report:**

84.1 All approved the Finance Report

84.2 To receive and approve the financial regulations – as above 83/25

84.3 To approve setting up a standing order for the Clerk’s salary.

84.4 To approve the addition of two signatories on the bank account – it was suggested that Cllr Spiegl and Cllr Gorse are added as signatories.

84.5 Cllrs approved all payments except for school recharges invoice, for £2281.87, which is to be looked in to further. Cllr Spiegl to arrange meeting to discuss the breakdown of charges. Proposed Cllr Spiegl, seconded Cllr Forbes. Payments to be raised once the online banking issue has been resolved.



**85/25 Planning**

85.1 No planning applications received.

**86/25** **Community Centre**

86.1 There has been no meeting as yet for the community centre committee.

86.2. Councillors discussed the hire rate to be charged to NLGC for the period January 2025 to September 2025. It was noted that the rates should be reduced as the Community Centre had not always been left clean. As a gesture of goodwill, the rate for the Club’s last financial year was set at £20 per month instead of £30 for the six month period. Cllr Cade proposed, Cllr Spiegl seconded, all approved.

**87/25 To receive and consider the report from the CIL Group**

87.1 Cllr Burrows not present to provide update.

**88/25** **Bonfire**

It was discussed that another bonfire event be held this year. Cllr Cade proposed, Cllr Purves seconded, and all approved. It was agreed that a working group would be formed to organise the event. Councillors noted that issues from previous years, including cash handling and kitchen arrangements, would need to be addressed.

**89/25 Working groups and committees**

It was suggested that all committees were changed to working groups including changing terms of reference. Proposed Cllr Forbes, seconded Cllr Spiegl. Clerk to look in to terms of reference change.

**90/25 AGAR task list for Clerk and Councillors**

Clerk advised that the HMRC VAT claim had been calculated and was ready to send. Task list to become a rolling agenda item.

**91/25 Items for next agenda**

Bonfire

AGAR task list

Neighbourhood plan monitoring report.

Budget

**92/25** **Date of next meeting**: 15th October

**Close of meeting 20.25pm**

**Amy Lord. 18/09/2025**