

BELTON IN RUTLAND PARISH COUNCIL

Parish Clerk

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Minutes of the Annual Belton in Rutland Parish Council on Monday 13th June 2016

Present:

Councillors
Hugh Neill
Brian Shuttleworth
Gail Williams
Jane Cronin
Jane Thornalley
Amanda Steele
David Boyd

Clerk Jan Clayton Warren

1. Apologies for absence
None
2. Declarations of disclosable pecuniary interest on items included in the agenda
None
3. To elect a Chairman
Cllr Cronin proposed Cllr Neill, seconded by Cllr Williams and agreed by all
4. To receive the Chairman's Declaration of Acceptance of Office
Duly accepted
5. To agree minutes from EGM 25th May 2016
With three amendments, one dated to be removed, the other dated to be removed and heading corrected, the content of the minutes was accepted by all as an accurate record.
6. To elect a Vice Chairman
The Chairman proposed Cllr Shuttleworth and this was seconded by Cllr Steele and agreed by all
7. Public Session
The owner of 4 Tokeys Close spoke in the public session to explain why he wished to remove the conifer hedge and undertake works to the other trees.
A number of members of the public were present to discuss the future security of the existing footpaths. Rumour had suggested, they advised, that it would be an agenda item and this highlighted the need to bring about an improvement in the digital

publication of the agenda. The hard copy agenda still being displayed on the noticeboard three working days before meetings.

The Chairman advised that the Council have asked LRALC who are speaking with NALC about a now expired permissive access but they are unaware of any other issues regarding the future of footpaths.

9. **Finances:** The balance of the account of the Parish Council on 19th May was £11,665.47. The only payment outstanding being that for the renewal of the Insurance for PC, Village Hall and Secret Garden £761.77
10. **Payments:** The invoices were presented to the Council and all payments were approved.
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|----|--|-----------------------|
| a) | St Peter's Church Invoice for use of vestry & defibrillator
1.1.2016-30.6.2016 | £68.50 |
| b) | Cemetery Lawns 4 x £42.50 20.4.1026 – 31.5.2016 | £170.00 |
| c) | Parish Clerk:
12 th April 2016 through to 5 th June 2016 total 36 hours | £360.00 |
| | Broadband for April, May and June at £20 each month | £ 60.00 |
| | TOTAL | <u>£420.00</u> |
11. **To review Standing Orders and agree any amendments required**
While standing orders are at present satisfactory it will be necessary for these to be looked at in more detail in the coming months with a view to ensuring they meet all of the Councils needs.
12. **To review subscriptions held by the Parish Council**
The Council hold one subscription with LRALC which was recently renewed.
13. **To agree to continue to use RCC Schedule of Burial Fees**
Agreed
14. **To review the procedure for dealing with the correspondence of the Council**
The meeting agreed they are happy with the procedure for dealing with the correspondence.
15. **To review the terms of work agreement with the Parish Clerk**
The only outstanding issue is that of the method currently used by the Clerk for paying her taxes direct to HMRC rather than, as is preferred Payroll. The Clerk advised the Council that this has been checked with HMRC on a number of occasions and their preference is to continue with the present arrangement. The internal auditor discussed this in detail at the time of the internal audit and advised it does not present a problem. However, the Clerk will again approach HMRC in writing and requested written confirmation of their preferred method.
16. **To review and agree Financial Regulations**
While the Financial Regulations are at present satisfactory it will be necessary for these to be looked at in more detail in the coming months with a view to ensuring they meet all the Councils needs.

17. **To review and approve Annual Accounts for 2015/2016**
 - a. **Minute reference to confirm that the accounting statements were approved by the council on this date 13.06.2016:
Approved and duly minuted as a record.**
 - b. **Minute reference recorded as minute reference signed by Chair of the meeting approving these accounting statements
Approved and duly minuted as a record.**
18. **To review and approve risk assessment documents (outside of Secret Garden which is to be discussed at the next Council meeting when the document from Rospa is received.)
While the financial risk assessment was available to the Council, at the Councils request a risk assessment is to be prepared for the next Parish Council meeting regarding all things for which the Council is responsible.**
19. **2016/0501/CAT Ash T1-3 Crown reduction, Conifer remove, Copper Birch and Birch crown lifting and crown reduction 4 Tokeys Close
The Council have no objections regarding the conifer hedge removal, or works to the Copper Birch and Birch will request Rutland County Council to place a TPO on the ash trees within this application to protect them for the future since ash is becoming endangered and these are three particularly fine specimens.**
20. **2016/0481/LBA proposal to retain (where possible) renovate and convert a group of five linear barns into ancillary recreational accommodation for the main residential House 11 Nether Street Parkfield House
There were no objections**
21. **Business to be taken forward to the next PC Meeting
There was no business to be taken forward to the next meeting**

The meeting closed at 8.40pm