

BELTON IN RUTLAND PARISH COUNCIL

Parish Clerk

**Jan Clayton Warren, Apple Lodge, Littleworth Lane, Belton in Rutland, Rutland. LE15 9JZ
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MINUTES OF THE BELTON IN RUTLAND ANNUAL PARISH COUNCIL MEETING HELD ON WEDNESDAY 27th May 2015

Present: Councillors:
Hugh Neill
Brian Shuttleworth
Gail Williams
Jane Cronin
Jane Thornalley
Amanda Steele

Retiring Chairman: Trevor Sellers
Clerk: Jan Clayton Warren

1. Apologies for absence
 - a. None
2. Declarations of disclosable pecuniary interest on items included in the agenda
 - a. None
3. To approve the minutes of the Annual General Meeting held on Monday 3rd June 2014
 - a. Approved without alteration by all present at the meeting of 3rd June 2014
4. To accept (a) the resignation of Cllr Sellers and (b) To elect a Chairman
 - a. The resignation of Cllr Sellers was accepted by the meeting with sincere thanks for his many years of dedication and involvement with the Parish Council.
 - b. Cllr Williams proposed Cllr Neill seconded by Cllr Steele.
5. To receive the Chairman's Declaration of Acceptance of Office
 - a. Duly received
6. To elect a Vice Chairman
 - a. Cllr Williams proposed Cllr Shuttleworth seconded by Cllr Steele
7. To receive Councillors declarations of election and personal interests following the most recent election
 - a. All formal paperwork was received for distribution to the appropriate authorities
8. Public Session
 - a. None
9. To review any works necessary for the War Memorial
 - a. The meeting was advised that Mr Dickman and Barnham Stone and Harborough Stone had been approached for an assessment of any work that may be considered necessary at this time to the War Memorial. Barnstone Stone undertook a site survey and reported the Memorial to be in very good condition and not requiring any works for its preservation for some years.

- 10. To review Standing Orders and agree any amendments required**
 - a. Agreed with one amendment page 195 six and not sixty thousand
- 11. To review Financial Regulations and agree any amendments required**
 - a. Agreed by all
- 12. To review subscriptions held by the Parish Council**
 - a. It was agreed to continue with the subscription for LRALC and NALC
- 13. To agree to continue to use RCC Schedule of Burial Fees**
 - a. Agreed by all
- 14. To review the procedure for dealing with the correspondence of the Council**
 - a. It was agreed that correspondence should continue to be dealt with by both electronic and regular hard copy
- 15. To review the terms of work agreement with the Parish Clerk**
 - a. The terms of work for the Parish Clerk were found to be acceptable
- 16. To review and approve Annual Accounts for 2014/2015**

The accounts were carefully scrutinised by the meeting and found to be a true and accurate record and were duly signed

 - a. Minute reference to confirm that the accounting statements were approved by the council on this date
 - b. Minute reference recorded as minute reference signed by Chair of the meeting approving these accounting statements
- 17. To review and approve risk assessment documents**
 - a. The meeting agreed that a register reflecting the period checks for street furniture should be kept and the Clerk was asked to put this into effect.
- 18. To approve insurance renewal**
 - a. The insurance renewal with Came and Company continuing under the three year arrangement was found to be satisfactory and accepted
- 19. To approve Cemetery cut contract**
 - a. At this time it was agreed that while the Council would continue to use CGD a close eye should be kept on the frequency and acceptability of the work and the Clerk as asked to have in place alternative quotes should they be found to be necessary
- 20. To approve minutes of the Parish Council meeting of 6th April 2015; EGM 27th April 2015 and Parish Council meeting of 11th May 2015**
 - a. The minutes for the meetings of 6th April and 11th May were agreed by all who were present. The minutes of the EGM of 27th April were agreed by all who were present.
- 21. To consider planning application 2015/0324/FUL Change 2 front windows from single glazed wooden frame to PVC double glazed 8, Main street Belton in Rutland**
 - a. The meeting found they had no alternative but to object to this application due to the material suggested of PVC in the conservation village and the fact that the design is not in keeping with the windows at present in place.
- 22. RCC agreement to Change of use of agricultural building to residential under Class Q Barn off College Farm Lane**

- a. The meeting were advised of RCC's agreement to the change of use from agricultural to residential.
- 23. To consider planning application 2015/0411/FUL to erect a conservatory Ringrose House, Belton**
- a. The meeting has no objection to this application
- 24. Consideration of projected budget for the coming year including current balance and projected incoming VAT repayment.**
- a. The clerk was asked to include the servicing of the Church Clock; two outstanding invoices for CGD and an invoice for use of Village Hall for Parish Council meetings.
- 25. Payments:**
- The meeting gave full consideration and agreed payments supported by invoices as follows:
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|---|------------------------|
| a. NALC and LRALC Annual Membership Fees | £156.99 (0.01) |
| b. Invoice for use of vestry January- 30 th June 2015 and electricity for defibrillator Belton & Wardley PCC | £62.50 (0.02)
£6.00 |
| c. Playsafety Limited Annual Inspection Secret Garden | £163.20 (0.03) |
| d. Came & Co. Insurance renewal on second year of 3 Year contract to include Village Hall & Secret Garden | £768.55 (0.04) |
| e. CGD Two cuts for April 2015 inc. £14 VAT | £84.00 |
| f. Parish Clerk 56 hours for April & May at £10 per hour Plus Broadband at £20 (10 each for April & May) | £580.00 |
- 26. Appeal for donation from Rutland Citizens Advice Bureau**
- a. The meeting agreed that a cheque be issued for £150
- 27. Business to be taken forward to the next Parish Council meeting**
- a. The request for an additional litter bin at the bus stop in Littleworth Lane
 - b. The matter of parking on Main Street which is now a serious issue where the bus uses it
 - c. Village Planting
 - d. The Secret Garden – update following risk assessment