

# **BELTON IN RUTLAND PARISH COUNCIL**

## **Parish Clerk**

**Jan Clayton Warren, Apple Lodge, Littleworth Lane, Belton in Rutland, Rutland. LE15 9JZ  
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## **Draft Minutes of the Parish Council held on Monday 14<sup>th</sup> September 2015 at 7.30 pm in the Village Hall**

Those present:

Cllr Hugh Neill (Chairman)  
Cllr Jane Cronin  
Cllr Gail Williams

Parish Clerk: Jan Clayton Warren

### **1. Apologies for absence**

Cllr Brian Shuttleworth, Cllr Amanda Steele, Cllr Jane Thornalley

### **2. Declarations of disclosable pecuniary interest on items included in the agenda** none

### **3. Updates on actions from these minutes not included in agenda items**

Although not tabled on the agenda the meeting is aware of the outstanding new contract for the Parish Clerk which is yet to be finalised. It is hoped this will be complete by the end of 2015.

### **4. To approve the minutes for the Parish Council meeting of 20<sup>th</sup> July 2015**

Agreed by the meeting in entirety and signed by Chairman

### **5. Co-option of David Boyd as a Councillor for Belton in Rutland Parish Council tabled for approval by those present**

Mr Boyd, already known to some of the Councillors, was introduced to the meeting. A discussion followed regarding the responsibilities and role of a Parish Councillor. Mr Boyd confirmed he wished to stand for cooption and this was duly passed by those present.

### **6. Rutland Community Agents – 10 minute presentation of their services**

A detailed presentation was made to the Council of the services available from this organisation together with the recent change in name. Their next event is already on the Village Website and the Clerk who is also the voluntary administrator will work with them to ensure the village is kept up to date with their activities.

### **7. Public Session:**

Mrs Trish Crouch on behalf of the Village Hall Committee presented the Parish Council with a cheque representing a donation of £1000 towards their work generally and with village groups. The Chairman thanked Mrs Crouch on behalf of the meeting.

### **8. Financial statement:**

The balance of the PC account as of 30<sup>th</sup> June is £7,217. There are no outstanding cheques to be credited and no payments other than those listed in (9) plus bank of Ireland deposit Protection Information

## 9. Payments

- i. All invoices being checked against payments listed to be made were approved and cheques with two signatures issued for the following:
  - A Grant Thornton Audit £120
  - b. RCC Street Lighting £223
  - c. Andrew Carter Brown June & July £50 each £100
  - d. CGD Contractors August invoice for 2 cuts July £ 84
  - e. Parish Clerk including provision of broadband
    - i. 39 hours for weeks 20<sup>th</sup> July to 9<sup>th</sup> September
    - ii. at £10 per hour £390

## 10. Listed buildings App for windows Waterend Barn 2015/0745/LBA

The Clerk was asked to respond to RCC that because the visual aspect of buildings on roads leading into the village and we would wish this listed building to retain its original aspect of build. We therefore have no objections to the wooden double glazed replacement windows as indicated in the plans without deviation and visually a replica of what currently exists.

## 11. Bulb Planting in the village

**Including** Snowdrops, aconites and scillars. Cllr Steele who will be advising and organising this initiative with the Parish Council was unfortunately unable to be present. It was the decision of the meeting to set a budget for perhaps three years with a detailed planting schedule of how and where the planting would take place.

## 12. Sign for Village Hall

It was the decision of the meeting that the Clerk request three signs. The need was highlighted by the fact that the person giving the presentation in agenda item (6) was late as a result of not being able to find the Village Hall. We shall therefore be requesting finger posts at either end of Main Street with another directly opposite the Village Hall.

## 13. New Transparency code

The meeting was brought up to date with matters pertaining to the Transparency code and the application from the Parish Council for funding under the terms of the first tranche of funding. The meeting requested the Clerk complete the application form to include the maximum number of hours support; a laptop the details of which were given to the clerk amounting to £399 and an A3 printer, scanner, copier amounting to £199. These amounts are in excess of the recommended maximums for such items but it is felt that in order to offer reliable service the prices are justified.

## 14. Audit update

The meeting was given a full update regarding both this year's audit, the changes that will be put in place for next year and the fact that external audits will be at the discretion of the Council should they wish to continue after 2017/18. When more information is available from advisory bodies the Parish Council will take a decision on whether to opt back in.

**15. Risk Assessment Record**

A risk assessment record for September 2015 was reviewed by those present and signed by two Councillors with a request that the next be made available for the Annual Parish Council Meeting in May 2016.

**16. Any matters for the full meeting of the Parish Council on October 19<sup>th</sup> 2015**

One matter was raised regarding parking space changes at the west end of Main Street which the Clerk has been asked to take forward to the next meeting on Monday October 19<sup>th</sup>.

The meeting closed at 8.30pm