

Minutes of a Meeting of Caldecott Parish Council held on Thursday 17th March 2016 at 7.30 p.m. in Caldecott Village Hall.

- Present 2016/19** Cllrs Campbell (Chair), Bennett (Vice Chair), Davidson , Lerner, Pitt and Tobin, Mrs J Medwell (Clerk), County Cllr J Lannie and three members of the public.
- Apologies 2016/20** There were none.
- Declarations 2016/21** There were no declarations of interest or requests to speak on agenda items.
- Open Forum 2016/22** The Chair welcomed the visitors.
It was noted that the street light outside 7 Uppingham Road was not working. The clerk to contact the relevant department at Rutland County Council. **JM**
County Cllr Lammie informed the Council that the County Council has now taken over responsibility for the County lighting stock which will imminently be upgraded to LED. This will be divided into Highways and Community Lighting – the parish council will be expected to contribute approximately £147 towards the £800 energy cost per annum for the village from March 2017. The Council welcomed this decision.
Meeting closed to the public.
- Minutes 2016/23** The minutes of the meeting held on 8th January were **approved** as a true record and duly signed by the Chair.
Proposed Cllr Davidson Seconded Cllr Lerner
- Matters Arising 2016/24** There were no matters arising.
- Finance 2016/25**
- a) Payments**
The following cheques were presented for signature and unanimously **agreed**:
- | | | |
|-----------|--|---------|
| J Medwell | Clerk Salary/ Expenses/Postage Feb/March | £379.98 |
| CORY | Environmental Dog Bin Collection | £17.94 |
- b) Receipts**
- | | |
|---------------|---------|
| VAT Refund | £156.56 |
| Rental Income | £325.50 |
- c) Bank Reconciliation**
- | | |
|----------------------------------|-----------|
| Nationwide Account | £6,079.22 |
| Less Ring-fenced Money from CRAG | £1,422.11 |
| Transparency Fund | £1,068.00 |
| Total Balance of Reserves | £3,589.11 |
- The Bank Reconciliation was unanimously approved and then duly signed by the Chair.
- d) To Approve New Bank Account :** **JM**
The Council **agreed** to open a new HSBC Community Current Account to replace the existing Nationwide Building Society Account in order to bring the financial affairs up-to-date. Cllrs Davidson, Bennett and Lerner will accompany the clerk to open the account at HSBC Market Harborough Branch. Cllr Campbell will be added as a signatory at a later date once the account is open. **AD**
AL
MB
- Proposed Cllr Bennett Seconded Cllr Tobin

Co-option 2016/26	There had been no progress in the co-option of another member of the parish council, matter to be kept on the agenda.	
Website 2016/27	The Council noted that the current website, hosted and provided by Leics County Council was becoming obsolete at the end of August. The Clerk had circulated examples of good parish council websites, created by Curtis Website Design prior to the meeting and recommended purchasing a .gov domain name. This will be funded from the 'Compliance to Transparency Code' Fund. The Council agreed to pursue this website.	JM
Neighbourhood Watch 2016/28	The Chair updated the Council on the Neighbourhood Watch Scheme. He reported that flyers had been circulated with the parish magazine and a couple of residents had expressed an interest but that more volunteers were needed. Cllr Davidson said he was prepared to co-ordinate and start the process. The Council observed that it was of benefit to the village and suggested the topic be an agenda item for discussion at the Annual Village Meeting. The Chair will circulate a flyer to that effect and also to alert parishioners to the 101 phone number as the first number to contact in case of reporting any suspicious activity.	NC
Traffic Matters 2016/29	<p>The Council expressed its disappointment that the proposal for a pedestrian crossing in the village which had been put forward and considered at a cabinet meeting in November 2015 had not been approved this year. The Council agreed that this crossing was essential for the safety of the residents and to pursue further.</p> <p>The Council noted that Paul Slater, RCC Highways Engineer was collating responses to suggestions by RCC to changes to speed limits in the village to 20mph for a report to go to cabinet within the next month.</p> <p>Cllr Tobin advised the Council that he was unable to coordinate the 'Speed Awareness Week' in conjunction with LCC Road Safety Officer Chris Bilby due to work commitments. He reported that speed monitoring systems would be put in place instead and would inform the Council once the speed data has been collated.</p> <p>The Council noted that the alteration of the traffic light sequences to red at the Eyebrook bridge to slow down traffic coming into the village had been made in December 2015.</p>	JM
Review of Internal Controls 2016/30	The Risk Assessment, Asset Register (as per Insurance Schedule 2015) and Financial Regulations had been circulated to all Councillors for review prior to the meeting. Taking the review of the policies and procedures into consideration and The Accounts and Audit (England) Regulations 2011, regulation 4(2), the Parish Council agreed that it believes there is an adequate system of internal controls in place to safeguard the assets and finances of the Parish Council to mitigate the risk of loss or damage and that it operates in compliance with the new Transparency Code.	
Planning 2016/31	<p>2016/0149/FUL 5 Uppingham Road Ms Becky White Two Storey Rear Extension, Detached Garage and Front Garden Wall and Gates</p> <p>Due to time constraints, this application had been circulated and reviewed prior to the meeting. The Council made no objection but noted that the garden wall would need to be in keeping with the existing walls along the road.</p> <p>2015/1118/LBA The Old Plough Bed and Breakfast Alteration to configuration of rooms and removal of existing window, fit door and door frame</p> <p>The Council noted that this application had been approved by Rutland County Council.</p>	

**Mill Garage
2016/32**

The Council referred to County Cllr J Lammie for his comment on this matter. Cllr Lammie advised that this had been passed to Environmental Health and Planning Enforcement and that he was awaiting a response from RDC Director of Places Dave Brown for his report and recommendation which he expected to receive and pass on to the Council within a week. The Council raised the mound of tyres on the site as being a fire hazard and the reduced visibility from the parked caravan a Highways issue. Cllr Lammie will feed that back.

JL

**Correspondence
2016/33**

The following were distributed by e-mail.
LRAC – Changes to Website
LRAC – Newsletter
RCC – Bulletins and Weekly Round Robins
RCC – Parish Council Forum Meeting
HDC – New Local Plan Consultation
LCC – County Council Draft Financial plan 2016-2020

**D.O.N.M
2016/34**

The next meeting of Caldecott Parish Council which will be the Annual General Meeting and the Annual Meeting of the Parish Council will be held on Monday 16th May at 7.00 p.m. in Caldecott Village Hall.

The meeting closed at 8.42 pm