

**Minutes of the Annual General Meeting of Caldecott Parish Council held  
on Monday 16<sup>th</sup> May 2016 at 7.17 p.m. in Caldecott Village Hall.**

**Present 2016/35** Cllrs Campbell (Chair), Bennett (Vice Chair), Davidson, Larner, Pitt and Brown, Mrs J Medwell (Clerk) and four members of the public.

**Election of Chair 2016/36** The position of Chair was open to all Councillors. Cllr Davidson nominated Cllr Campbell and was seconded by Cllr Pitt. Cllr Campbell **agreed** to become Chair and duly signed the Declaration of Acceptance of Office witnessed by the Cllr Larner.

**Election of Vice Chair 2016/37** The position of Vice-Chair was opened to all Councillors. Cllr Campbell nominated Cllr Bennett and was seconded by Cllr Davidson. Cllr Bennett **agreed** to become Vice-Chair and duly signed the Declaration of Acceptance of Office witnessed by the Clerk.

**Apologies 2016/38** County Councillor James Lammie.

**Declarations 2016/39** There were no declarations of interest or requests to speak on agenda items.

**Open Forum 2016/40** The Chair welcomed the visitors.  
There was nothing raised at this time.  
Meeting closed to the public.

**Minutes 2016/41** The minutes of the meeting held on 17<sup>th</sup> March were **approved** as a true record and duly signed by the Chair.

Proposed Cllr Davidson      Seconded Cllr Larner

**Matters Arising 2016/42** There were no matters arising.

**Finance 2016/43** **a) Payments**  
The following cheques were presented for signature and unanimously **agreed**:

A Brooke Clarke	Mowing	£522.00
LRALC	Membership	£131.24
J Medwell	Clerk Salary / Admin Expenses	£426.50
CORY Environmental	Dog Bin Collection	£17.94
Zurich	Insurance	£326.29
Ian Arnott	Internal Auditor	£60.00

**Receipts**

Precept / Grant	£3,685.00
Rental Income	£65.50

**b) Bank Reconciliation**

Nationwide Account	£8,290.25
Less Ring-fenced Money from CRAG	£1,422.11
Transparency Fund	£1,008.00

Total Balance of Reserves      £5,860.14

The Bank Reconciliation was unanimously approved and then duly signed by the Chair.

**c) Approval of Annual Governance Statement and Year End Accounts 2015/16:**

The Clerk had prepared the 2015/2016 Financial Accounts in accordance with the Accounts and Audit Regulations 2011 and circulated prior to the meeting.

The Annual Governance Statement 2015/2016 was considered, unanimously **approved** and duly signed by the Chair and Clerk.

The Accounting Statements 2015/2016 were considered, unanimously **approved** and duly signed by the Chair and Clerk.

**d) Internal Audit Report :**

The Council noted that following a successful internal audit, the 2015/6 accounts will be presented to the external auditor. There were no matters raised by the Internal Auditor.

**e) Transparency Funding:**

The Council **agreed** to apply for this year's transparency funding. The Clerk will draw up the proposed application to include new website set up costs and will circulate before submission. **JM**

**Co-option  
2016/44**

The Council **agreed** to co-opt Mr Christopher Brown on to the Council to fill the casual vacancy.

Proposed Cllr Davidson      Seconded Cllr Bennett

Cllr Brown was welcomed onto the Council and duly completed the Declaration of Acceptance of Office in the presence of Cllr Lerner.

The Clerk will source the necessary Register of Interest forms from Rutland County Council. **JM**

**Website  
2016/45**

The Clerk informed the Council that the construction of the new website was underway and would be up and running by August when the old website ceased.

**Neighbourhood  
Watch  
2016/46**

The Chair updated the Council on the Neighbourhood Watch Scheme. He reported that flyers had been circulated and that the next step is to appoint a central contact to receive and disseminate information. Cllr Davidson **agreed** to contact the other interested parties. The Chair reiterated that the 101 phone number is the first number to contact when reporting any suspicious activity. **AD**

**Traffic Matters  
2016/47**

The Council discussed the proposed pelican crossing and **agreed** the way forward is to apply again to the Integrated Transport Capital Programme. The Chair said he would complete the Scheme Proposal Form and circulate prior to submission. **NC**

The reduction and extension out of the village with regards to speed limits was raised. The Clerk was asked to request an update on this from the County Council. **JM**

The Council noted that the alteration of the traffic light sequences from red to green at the Eyebrook bridge was being activated by vehicles travelling faster than 30 mph.

**Financial  
Regulations  
2016/48**

New model Financial Regulations from LCALC had been circulated to all Cllrs prior to the meeting. The Council noted the amendments and **agreed** to incorporate into the Parish Council's existing policy.

**Planning  
2016/49**

**2016/0149/FUL 5 Uppingham Road Ms Becky White Two Storey Rear  
Extension, Detached Garage and Front Garden Wall and Gates**

The Council noted that this application had been refused by Rutland County Council.

**Mill Garage  
2016/50**

The Council discussed the ongoing concerns with the Mill Garage, particularly with the out of hours work and antisocial noise in the middle of the night. The Chair referred to a copy of a letter from a local resident sent to Rutland County Council which detailed specific times and dates of these incidents. The Council encouraged residents to ring 'Noise Abatement' and the local police to report any future incidents.

The Council noted the response from County Cllr Lammie who said that both Environmental Health and Planning Enforcement have recently been on site and that there are ongoing investigations into the site at the current time. The Chair **agreed** to write again to Rutland County Council expressing the Council's grave concerns and to push for a resolution.

**NC**

**Correspondence  
2016/51**

The following were distributed by e-mail.

LRAC – New Transparency Funding

LRAC – Newsletter

RCC – Bulletins and Weekly Round Robins

RCC – Notice of Road Closure

Letter from local resident – Allotment request

The Council noted that one allotment had not been attended to or paid for. The Council **agreed** to contact the tenant involved to return payment by the end of June otherwise the allotment would be offered to the next on the waiting list. The Clerk to look out a plan of the allotment area.

**JM**

**D.O.N.M  
2016/52**

The next meeting of Caldecott Parish Council will be held on Thursday 14<sup>th</sup> July at 7.30 p.m. in Caldecott Village Hall.

The meeting closed at 8.25 pm