

**Minutes of the Annual General Meeting of Caldecott Parish Council held
on Thursday 25th May 2017 at 7.15 p.m. in Caldecott Village Hall.**

- Present
2017/30** Cllrs Campbell (Chair), Bennett (Vice Chair), Davidson and Richardson, Mrs J Medwell (Clerk) and five members of the public.
- Election of Chair
2017/31** The position of Chair was open to all Councillors. Cllr Davidson nominated Cllr Campbell and was seconded by Cllr Bennett.
Cllr Campbell **agreed** to become Chair and duly signed the Declaration of Acceptance of Office witnessed by the Clerk.
- Election of Vice
Chair
2017/32** 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
2017/33** Cllrs Brown, Lamer and Tobin.
The Council **agreed** to clarify whether Cllr Tobin wished to remain on the Council. **JM**
- Declarations
2017/34** There were no declarations of interest or requests to speak on agenda items.
There were no changes to the members Register of Interests.
- Co-option of New
Councillor
2017/35** The Council **agreed** to co-opt Mr Scott Richardson on to the Council to fill the casual vacancy.
Proposed Cllr Campbell Seconded Cllr Bennett
Cllr Richardson was welcomed onto the Council and duly completed the Declaration of Acceptance of Office in the presence of the Clerk and the Register of Member's Interests.
The Clerk will return these to the Monitoring Officer at Rutland County Council. **JM**
- Open Forum
2017/36** The Chair welcomed the visitors.
Cllr Davidson referred to an email from Rockingham Parish Council seeking the Parish Council's support regarding the potential installation of a footpath on the A6003 from Rockingham to Caldecott. The Council reiterated that it had been unsuccessful in its pursuit of this recently with both Rutland and Leics County Council's and would respond as such to Rockingham. **JM**
It was noted that the lock on the notice board in the bus shelter was faulty. The Council **agreed** to put on the next agenda to discuss replacing the board.
Meeting closed to the public.
- Minutes
2017/37** The minutes of the meeting held on 16th March 2017 were **approved** as a true record and duly signed by the Chair.
Proposed Cllr Bennett Seconded Cllr Davidson
- Matters Arising
2017/38** There were no matters arising.

**Finance
2017/39**

a) Payments

The following cheques were presented for signature and unanimously **agreed**:

Peter Hankins	Repairs to Flagpole	£50.00
LRALC	Membership	£137.69
J Medwell	Clerk Salary / Admin Expenses	£449.27
Zephyr	2 New Flags	£88.74
BIFFA	Dog Bin Emptying	£17.94
Zurich	Insurance	£279.96
Ian Arnott	Internal Auditor	£60.00

Receipts

Precept / Grant	£3,400.00
Rental Income	£27.00
VAT	£125.69

b) Bank Reconciliation

Nationwide Account	£9,305.44
Less Ring-fenced Money from CRAG	£1,422.11
Transparency Fund	£400.00

Total Balance of Reserves £7,483.33

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

c) Approval of Annual Governance Statement and Year End Accounts 2016/17:

The Clerk had prepared the 2016/17 Financial Accounts in accordance with the Accounts and Audit Regulations 2015 and circulated prior to the meeting.

The Annual Governance Statement 2016/17 was considered, unanimously **approved** and duly signed by the Chair and Clerk.

The Accounting Statement 2016/17 was 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 2016/17 accounts will be presented to the External Auditor. There were no matters raised by the Internal Auditor.

JM

e) Transparency Funding:

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

JM

**Neighbourhood
Watch
2017/40**

Cllr Davidson informed the Council that a 'Neighbourhood Watch' group had been formed and that he was in the process of registering it. Emails of the 20 houses participating in the scheme had been collected and Cllr Davidson agreed to enquire whether Data Protection registration was required. The Council **agreed** to meet the cost of any posters and signs that will be required.

AD

**Traffic Matters
2017/41**

The Council noted the following with regards to the Integrated Transport Capital Programme:

Accident Cluster Site: Caldecott junction, Great Easton Road – Approved for construction during 2017/18

High Friction Surfacing – A6003 junction with B672 – Rejected

Welland Close – parking area – Scheme removed from screening stag

Pelican crossing – Uppingham Road – Reconsidered for feasibility next year.

The Council expressed its disappointment with the decision regarding the pelican crossing – The Chair will pursue with RCC Highways department.

NC

**Parish
Defibrillator
2017/42**

The Clerk reported that she had contacted BT with regards to adopting the Phone box. The response from BT was that this kiosk has listed building status and is therefore protected from removal and that there were no plans to decommission the service. The kiosk could be adopted subject to a 90 day consultation exercise with Rutland Council on the removal of the telephone service itself and the Parish Council would be responsible for the future upkeep of a listed building and would have to obtain planning consent for change of use.

It was **agreed** that the Village Hall be consulted as to whether a defibrillator could be sited on the outside of the Village Hall.

Cllr Richardson left the meeting at this point.

**Planning
2017/43**

2017/0357/FUL 11 Uppingham Road Replacement of single garage following vehicle impact

The Council had previously considered this application and made no comment.

2017/0229/FUL 45 Main Street Erect fence panels to provide privacy

The Council had previously considered this application and made no comment. It was noted that this application had since been withdrawn.

**Mill Garage
2017/44**

Concerns were raised once again with the level of noise and working hours at the garage. The Council **agreed** to look at the site licence or planning application with regards to permitted working hours and to contact the Health and Safety Executive regarding its concerns with Health and Safety.

NC

**Allotments
2017/45**

In the absence of Cllr Tobin there was no allotment report.

The Clerk informed the Council that two allotments had not been paid for. The Council **agreed** to ascertain whether these were being tended and to contact the tenants involved to return payment by the end of June otherwise the allotment would be offered to the next on the waiting list

The clerk will copy the allotment map and circulate to all councillors at the next meeting.

JM

**Correspondence
2017/46**

The following were distributed by e-mail.
LRALC – New Transparency Funding
LRALC – Rutland Branch AGM
RCC – Parish Council Forum Papers and Weekly Round Robins
CBC – Adoption of Planning Obligations

**Next Meeting
2017/47**

The next meeting of Caldecott Parish Council will be held on Thursday 20th July at 7.30 p.m. in Caldecott Village Hall.

Items for next agenda

CRAG monies
Bus Shelter Notice Board

The meeting closed at 8.23 pm

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