Minutes of the Annual General Meeting of Caldecott Parish Council held on Thursday 16th May 2019 at 7.30 p.m. in Caldecott Village Hall.

Present 2019/36

Cllrs Bennett (Chair), Richmond (Vice Chair), Brown, Hide, MacDermott and McCole, Mrs J Medwell (Clerk) and five members of the public.

Election or Councillors 2019/37

Three Councillors had been elected unopposed at the recent election, they were M Bennett, C Hide and J Richmond. These new members signed the acceptance of office form, countersigned by the clerk who will return them to the JM Electoral Monitoring Officer at Rutland County Council.

The new members were also issued with Register of Interests forms to be

completed and checked by the clerk before return to the RCC Electoral JM

Monitoring Officer.

Election of Chair 2019/38

The position of Chair was open to all Councillors. Cllr Richmond nominated Cllr Bennett and was seconded by Cllr Hide.

Cllr Bennett agreed to become Chair.

Election of Vice Chair 2019/39

The position of Vice-Chair was opened to all Councillors. Cllr Hide nominated Cllr Richmond and was seconded by Cllr Bennett.

Cllr Richmond agreed to become Vice-Chair.

Co-option of New Councillors 2019/40

Mr C Brown, Mr A MacDermott and Ms Lesley McCole expressed a wish to volunteer for co-option on to the Council.

Mr C Brown was proposed by Cllr Richmond and seconded by Cllr Bennett

Ms L McCole was proposed by Cllr Richmond and seconded by Cllr Hide

Mr A MacDermott was proposed by Cllr Hide and seconded by Cllr Richmond

Acceptance of office forms were signed by the new members and countersigned by the clerk. Register of Interest forms were given to the new members for filling out, these were to be checked by the clerk before return to the RCC Electoral Monitoring Officer.

JM

It was noted that the Parish Council was still one member short of a full complement.

Apologies 2019/41

There were none.

Declarations 2019/42 Open Forum 2019/43

There were no declarations of interest.

The Chair welcomed the visitors and introduced RCC Highways Engineer Robyn Green.

Ms Green presented to the meeting her findings from a recent site meeting with Cllrs Hide and Bennett and a feasibility study for a proposed pelican crossing in the village.

Ms Green recommended two zebra crossings, one outside the pub, the other outside the church. She recommended re-instating the splinter island at the Lydington Road junction, constructing a footpath on the Lydington Road leading to the playing field, installing a 'children playing' sign and creating a 40 mph buffer zone alongside the playing field. These recommendations will be taken to the Working Group meeting on 4th June. Ms Green advised the Council to submit another 'Integrated Transport Capital Programme- Scheme Proposal Form' for a zebra crossing from Welland Close to the playing field.

As far as the parking issues along Welland Close were concerned, Ms Green suggested that residents apply for vehicular access on the verges. She said that the County Highways department would contact and raise this with Spire Homes.

The Council thanked Ms Green for all her help.

Meeting closed to the public at 8.10 pm.

Minutes 2019/44

The minutes of the meeting held on 21st March 2019 were **approved** as a true record and duly signed by the Chair.

Proposed Cllr Hide Seconded Cllr Richmond

Matters Arising 2019/45

There were no matters arising.

Finance 2019/46

a) Payments

The following cheques were presented for signature and unanimously agreed:

Line 63 000001 000002 000003	WREN – Play Park Ian Arnott – Internal Audit Wilko – Stationery BIFFA – Dog Bin Emptying	3230.60 75.00 36.76 39.00
000004	LRALC – Membership Fees	147.12
000005	J Medwell – Clerk Salary and Expenses	523.28
000006 000007	The Copy Shop – Bulletin Zurich Municipal – Insurance	19.50 273.96
000007	Wilko – Ink Cartridge	22.00
Receipts		7.054.00
Precept / Gran	Į.	7,251.00 1,961.27
b) Bank Reconciliation		
Lloyds Account		11,347.75
Less Ring-fenced Money from CRAG		368.54
Play Park		363.68
Total Balance of Reserves		£10,615.53

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

c) Approval of Certificate of Exemption 2018/19

The Council noted that its gross income or expenditure did not exceed £25,000 in the year ending 31st March 2019 and therefore **agreed** to certify itself as exempt from a limited assurance review under section 9 of the Local Audit (Smaller Authorities) Regulations 2015.

Proposed Cllr Bennett Seconded Cllr Brown

The Certificate of Exemption was then duly signed by the Chair and Responsible **JM** Financial Officer and will be returned to the External Auditor.

d) Approval of Approval of Annual Governance Statement 2018/19

The Council considered and **approved** the Annual Governance Statement 2018/19.

Proposed Cllr Hide Seconded Cllr Bennett

This was duly signed by the Chair and Responsible Financial Officer

Approval of Annual Accounting Statement 2018/19

The Clerk had prepared the 2018/2019 Financial Accounts in accordance with the Accounts and Audit Regulations 2015 and circulated prior to the meeting.

The Council considered and **approved** the Annual Accounting Statement 2018/19.

Proposed Cllr Bennett Seconded Cllr Richmond

This was duly signed by the Chair and Responsible Financial Officer.

e) Internal Audit Report:

The Clerk informed the Council that the accounts had been successfully presented to the Internal Auditor with no issues raised.

All matters pertaining to finance are displayed on the website on www.caldecott-pc.gov.uk

Neighbourhood Watch 2019/47

The Council was very concerned to note the recent burglary from a lock-up in the village which had been very upsetting for the resident involved and which appeared to be one of a spate of similar break-ins in the surrounding area. It was felt that this incident which had involved further intimidation had not been handled sensitively by the police. The Chair informed the Council that she had written to the Northamptonshire and Leicestershire Police Commissioners welcoming their comments and assistance.

The Chair re-iterated the need for someone in the parish to take the lead in the Neighbourhood Watch Scheme. She has organised a meeting for Saturday 18th May in the Village Hall to which the new County Councillor Andrew Brown, the local policeman and the Rutland NW Co-ordinator had been invited. The Chair urged as many residents as possible to attend.

The Council commended the Chair for all her efforts with this.

Highways 2019/48

Proposed Bypass - Cllr Hide updated the Council on the progress with this initiative. The Local Transport Plan will be signed off by the new Cabinet on 18th June 2019. A website dedicated to the scheme has been set up at

www.caldecottbypass.strikingly.com

Safety Review of Parish Assets 2019/49

Cllr Hide had carried out a safety review of parish assets.

Cllr Richmond informed the Council that he had identified a possible source of funding from the Lottery Heritage Fund to repair the damaged Pinfold Wall. He is currently seeking further quotes for the work.

JR

The Clerk had sourced and circulated various quotes for a new notice board for the bus stop. She was asked to forward these again for a final decision.

JM

Cllr McCole raised the possibility of refurbishing the church clock. The Council advised that this was a PCC matter but would possibly consider donating funds towards this if appropriate.

Children's Playpark 2019/50

Cllr Hide was pleased to report that the fundraising team had raised £4,893 from various events around the village and that a further £2,600 had been pledged by local businesses.

Cllr Hide also informed the Council that the Contracts Finder notice had been prepared. The 'Invitation to Tender', which was compliant with the rules and regulations set out in the NALC LTN 87/ Procurement, had been circulated prior to the meeting. This was approved by the Council. Cllr Hide will now proceed with publishing these on the Government website.

CH

The Council moved not to advertise the contract in the local press

Proposed Cllr Bennett Seconded Cllr Richmond

Planning 2019/51

2019/0402/FUL Land Adjacent to 22 Main Street Construction of one new dwelling

Concern was expressed on the size of the property which appears to dominate the plot and will potentially be an over-development of the site. Concern was also expressed on creating a new access on to an already busy trunk road. The Council highlighted the need for consideration to be given in ensuring that the necessary supporting criteria are in place when excavating to levels below the neighbouring properties.

Allotments 2019/52

The Clerk informed the Council that two allotments were currently available.

The Council discussed updating the tenancy agreement. The Clerk will circulate to the Council members for their comments. Any amendments will be approved at the next meeting.

JM

Mill Garage 2019/53

There was nothing to report on this item. The Council **agreed** to remove it as a standing item from the agenda for the time being.

2019/54

Correspondence The following were distributed by e-mail.

LRALC – AGM 15th June

PKF Littlejohn – Audit Instructions

RCC - Notice of Elections

RCC - Community Safety Consultation

MacMillan Volunteer Co-ordinator - Regarding adoption of phonebox for 'Info

Point'

The Council agreed that this ought to be pursued further, the Clerk will arrange a

meeting on site with the co-ordinator to discuss.

JM

Next Meeting 2019/55

The next meeting of Caldecott Parish Council will be held on Thursday 18th July

at 7.30 p.m. in Caldecott Village Hall.

The meeting closed at 9.10 pm

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