

Minutes of the Annual General Meeting of Caldecott Parish Council held on Thursday 21st May 2020 at 7.30 pm. This was held via electronic conferencing due to the Government requirement for social distancing during this coronavirus pandemic.

Present 2020/16	Cllrs Bennett (Chair), Richmond (Vice Chair), MacDermott, McCole and White (Cllr White joined the meeting at 8.04 pm), Mrs J Medwell (Clerk) and County Cllr Andrew Brown.															
Election of Chair 2020/17	<p>The position of Chair was open to all Councillors. Cllr Richmond nominated Cllr Bennett and was seconded by Cllr MacDermott.</p> <p>Cllr Bennett agreed to become Chair and will duly sign the Declaration of Acceptance of Office, witnessed by the Clerk.</p>															
Election of Vice Chair 2020/18	<p>The position of Vice-Chair was opened to all Councillors. Cllr Bennett nominated Cllr Richmond and was seconded by Cllr MacDermott.</p> <p>Cllr Richmond agreed to become Vice-Chair and will duly sign the Declaration of Acceptance of Office, witnessed by the Clerk. .</p>															
Apologies 2020/19	There were none.															
Declarations 2020/20	There were no declarations of interest or changes to the member's register of interests.															
Open Forum 2020/21	<p>There were no members of the public present.</p> <p>At this point the Chair took the opportunity to update the Council on the 'Covid Support Group' set up in the village to support those that are vulnerable or self isolating. So far 12 volunteers had come forward to assist with tasks such as collecting prescriptions. The Chair said the scheme was working well and would be advertised to all households via the newsletter. County Cllr Brown drew the Council's attention to food parcels which could be provided and delivered to vulnerable people by Rutland County Council. The telephone number for this will be circulated too.</p> <p>Meeting closed to the public.</p>															
Minutes 2020/22	<p>The minutes of the meeting held on 16th January 2020 were approved as a true record and duly signed by the Clerk on behalf of the Chair.</p> <p>Proposed Cllr Richmond Seconded Cllr Bennett</p>															
Matters Arising 2020/23	The Council advised that due to government regulations on social distancing the Annual Village Meeting had been postponed until next year.															
Finance 2020/24	<p>a) Payments</p> <p>The following cheques were presented for signature and unanimously agreed:</p> <table><tr><td>000031</td><td>LRALC – Membership Fees</td><td>150.22</td></tr><tr><td>000032</td><td>BIFFA – Dog Bin Emptying</td><td>77.44</td></tr><tr><td>000033</td><td>J Medwell – Clerk Salary and Expenses</td><td>542.46</td></tr><tr><td>000034</td><td>Ian Arnott – Internal Audit</td><td>75.00</td></tr><tr><td>000035</td><td>Zurich Municipal – Insurance</td><td>511.94</td></tr></table>	000031	LRALC – Membership Fees	150.22	000032	BIFFA – Dog Bin Emptying	77.44	000033	J Medwell – Clerk Salary and Expenses	542.46	000034	Ian Arnott – Internal Audit	75.00	000035	Zurich Municipal – Insurance	511.94
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Receipts	
Precept / Grant	5,025.00

b) Bank Reconciliation

Lloyds Account	8,485.47
Less Ringfenced	
Transparency Code	350.00
CRAG	368.54
Total Balance of Reserves	£7,766.93

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

c) Certificate of Exemption 2019/20

The Council noted that its gross income or expenditure exceeded £25,000 in the year ending 31st March 2020 and therefore acknowledged that it was not exempt from a limited assurance review under section 9 of the Local Audit (Smaller Authorities) Regulations 2015. The necessary documents will be presented to the External Auditor.

JM

d) Approval of Approval of Annual Governance Statement 2019/20

The Council considered and **approved** the Annual Governance Statement 2019/20.

Proposed Cllr Bennett Seconded Cllr Richmond

This was duly signed by the Chair and Responsible Financial Officer

Approval of Annual Accounting Statement 2018/19

The Clerk had prepared the 2019/2020 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 2019/20.

Proposed Cllr MacDermott Seconded Cllr Bennett

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 and
Crime Update
2020/25**

Whilst there had been no reported incidents of crime in the area, the Council noted a couple of suspicious looking cars in the village and urged residents to be vigilant at all times.

It was brought to the Council's attention that more incidents of speeding had been observed in the recent lockdown period. County Cllr Brown advised that the police were still active in the area with speed guns – the Chair will contact PC Peter Icke and request some police camera presence in the village.

MB

Cllr Richmond informed the Council that the Community Speed Watch scheme had been cancelled and that it was unlikely that Caldecott would be able to participate until the year after next.

**Highways
2020/26**

The Council referred to correspondence from Rutland County Council Highways engineer Robyn Green relating to the feasibility study report on Lyddington Road. A speed survey had been carried out which demonstrated that whilst the average speed of vehicles are complying with the stated speed limit, the 85th percentile speeds are in excess of 30mph. As the 40mph buffer zone has only been in place for 5 months, it is recommended for to defer this scheme and reassess in approx. 7 months' time.

In relation to the proposed crossings at other locations in the village Ms Green advised that the County Council has been awaiting a lengthy review of a crossing point at another site in Rutland on the main strategic network. This review is still on going and an update for Caldecott would be provided following the HTWG meeting in March. The Council agreed to follow this up.

JM

Regarding the Welland Close parking problems, Ms Green recommended that residents apply for individual vehicular accesses and then provide parking within their land.

**Parish Assets
2020/27**

Pinfold Wall - Cllr Richmond informed the Council that he had identified a possible source of funding from Historic England and was currently completing the application. He will seek the advice of the RCC Heritage Officer if required.

BT Phone Box - The Council is still awaiting the refurbishment of the phone box. The Chair will contact the contractor to make sure this work is still going ahead.

MB

**Children's
Playpark
2020/28**

Monthly Risk Assessment - Cllr MacDermott informed the Council that he had put together a risk assessment template for the routine safety checks of the play park which he will complete monthly. Cllr MacDermott will forward the completed inspections to the Clerk.

AM

Review of mowing contract – The Council had agreed the revised mowing contract at £70 per cut, to be reviewed after 4 cuts. So far three cuts had been satisfactorily completed.

Review of litter collection – The emptying of the play area litter bin had been added to the BIFFA contract at an extra £32 per quarter. It was felt that the bin did not need to be emptied as often, the Clerk will contact BIFFA to see if this could be reduced.

JM

Hedge Trimming – Cllr MacDermott informed the Council that the road side hedge alongside the layby had been cut. County Cllr Brown kindly offered to ask

his contractor to cut the remaining hedge later in the autumn once nesting season is over. **AB**

Correspondence 2020/29 **Welland Trust Community Engagement** – The Council referred to this innovative new community engagement project later in the year funded by The National Lottery Community Fund. The Clerk will ask the co-ordinator to attend the next meeting to explain the project in more detail. **JM**

Community Infrastructure Levy – The Council noted receipt of this levy received from the development at Fairchild Lodge. This will be ring fenced in the budget and could possibly be spent on match funding for the pinfold wall repairs.

Drone Complaint – The Council had been made aware of the unauthorised presence of a drone over private property. This was felt to be an invasion of privacy and the Council will keep a watching brief should this happen again.

2020/0040/FUL Land Adjacent to 22 Main Street Construction of one new dwelling - The Parish Council considered the revised plans for this development and whilst it has no objection in principle and recognises that this is not an easy build, it does have serious concerns over the revised entry for construction traffic along the very narrow Mill Lane.

Next Meeting 2020/30 The next meeting of Caldecott Parish Council will be held on Thursday 16th July via electronic conferencing.

The meeting closed at 8.33 pm