

Minutes of the Annual Meeting of Caldecott Parish Council held on Thursday 12th May 2022 at 7.55 pm in the Village Hall.

Present 2022/31 Cllr MacDermott (Chair), Bennett, McCole and Richmond, Mrs Medwell (Clerk), County Cllr Andrew Brown and 5 members of the public.

Election of Chair 2022/29 The position of Chair was open to all Councillors. Cllr McCole nominated Cllr MacDermott and was seconded by Cllr Bennett. Cllr MacDermott **agreed** to become Chair.

The Chair duly completed and signed the Declaration of Office, witnessed by the Responsible Financial Officer.

Election of Vice Chair 2022/30 At this point Cllr Richmond offered his resignation from the end of the meeting. The Clerk will notify Electoral Services and the casual vacancy will be advertised. Any resident interested in the position or for further information contact the clerk in the first instance.

The position of Vice Chair was open to all Councillors. Cllr MacDermott nominated Cllr McCole and was seconded by Cllr Richmond. Cllr McCole **agreed** to become Vice Chair.

The Vice Chair duly completed and signed the Declaration of Office, witnessed by the Responsible Financial Officer.

Apologies approved 2022/32 Cllrs Kendrick and Parker

Declarations 2022/33 There were no Declarations of Interests.
There were no changes to the Member's Register of Interests.

Open Forum 2022/34 There was nothing further raised.
Meeting closed to the public.

Minutes 2022/35 The minutes of the meeting held on 20th January 2022 were approved as a true record of the meeting and duly signed by the Chair

Proposed Cllr Bennett Seconded Cllr McCole

The minutes of the meeting held on 21st March 2022 were approved as a true record of the meeting and duly signed by the Chair

Proposed Cllr MacDermott Seconded Cllr Richmond

Matters Arising 2022/36 There were no matters arising from the minutes not covered elsewhere on the agenda.

**Highways
2022/37**

Footpath – It was noted that County Cllr Brown had contacted County Cllr Rickman regarding the possibility of pursuing a footpath along the B6003 towards Rockingham on land that falls under Leicestershire jurisdiction. The Clerk will now write to Mr Long, Chair of Great Easton Parish Council to ask whether it would support an application to Harborough District Council.

JM

Village Walkabout – Following the comments raised in the Annual Parish Meeting, County Cllr Brown will speak to the new Portfolio Holder for Highways regarding the recent village walkabout and to request that a formal response is made to the Council with its findings during that exercise.

AB

Cattle on Footpaths – The Council referred to concerns brought to its attention by residents on a number of occasions who had felt intimidated by the grazing cattle on footpaths. The Chair had circulated NFU guidance on Livestock on Rights of Way and how to mitigate risk. The Council **agreed** to contact the owners of livestock grazing on land with public access in the surrounding area bringing to their attention the issues raised and reminding them of their duty of care.

JM

**Children's Play
Park
2022/38**

Routine Inspection – The routine inspection had identified the problems with the emptying of bin. The Clerk had referred this back to Biffa and on agreement from the Council had requested that the bin be emptied weekly during the spring / summer months.

Pinfold Wall – The Council was pleased to note that this had been repaired to a very pleasing standard and expressed its thanks to the contractor.

Allotment Fence – It was noted that the fence between the park and allotments needed repair. Cllr Brown undertook to have a look at this to make sure that it was safe.

AB

It was also noted that notice had been given on one of the allotment plots. The Council was reminded that the tenancy, which runs from January to December requires one year's notice and **agreed** to request that the tenant settle this year's invoice before removing their belongings.

JM

**Specific Items
2022/39**

Queens' Platinum Jubilee 2022 – Details of the event on Saturday 4th June had been circulated to all residents. Badges for all children in the parish had been purchased along with a commemorative plaque for the new tree.

Review of Asset Register – The Council considered the asset register and **agreed** to add the pinfold wall at a temporary value of £2,000, to be reviewed at a later date. It **agreed** to remove the village posts from the insurance schedule.

Proposed Cllr Richmond Seconded Cllr Bennett All in favour.

Approval of Insurance Renewal – The Council **agreed** the insurance renewal quote with the above amendments. The Clerk will notify the insurance company.

JM

Proposed Cllr Richmond Seconded Cllr MacDermott All in favour

**Planning
2022/40**

Corby Incinerator – Cllr Brown drew the Council's attention to two new incinerators being built in Corby, the emissions from which may affect residents in the parish and the new crematorium which is to be built in between Gretton and Corby which could cause increased traffic. The Council **agreed** to keep a watchful eye on this.

**Finance
2022/41**

The following payments were presented for approval and unanimously agreed. Those payments not paid by cheque were made by bank transfer:

J Medwell - Clerk April Salary and Expenses - £263.44
NEST – Clerk April Employer and Employee Pension - £17.92
J Medwell - Clerk May and Expenses - £286.86
NEST – Clerk March Employer and Employee Pension - £17.92
LRALC – Membership - £172.99
J S Oakley – Hedge cutting - £96.00
Zurich – Insurance - £528.14
M Bennett – Jubilee Expenses - £84.97
Curtis Website Design – Website Header - £20.00
I Arnott – Internal Audit - £75.00
Pinfold Wall - £1,450.00

b) Bank Reconciliation

Lloyds Account	£9,487.17
Less Ringfenced Crag	£281.54
Total Balance of Reserves	£9,205.63

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

c) Approval of Certificate of Exemption 2021/22

The Council noted that its gross income or expenditure did not exceed £25,000 in the year ending 31st March 2022 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 McCole Seconded Cllr Bennett

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

d) Internal Audit 2021/22

The accounts had been presented for internal audit and were found to be in good order with no issues raised.

(ii) Approval of Annual Governance Statement 2021/22

The Council considered and **approved** the Annual Governance Statement 2021/22.

Proposed Cllr Richmond Seconded Cllr McCole

This was duly signed by the Chair and Responsible Financial Officer

(iv) Approval of Annual Accounting Statement 2021/22

The Clerk had prepared the 2021/22 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 2021/22

Proposed Cllr MacDermott Seconded Cllr Richmond

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

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

**Correspondence
2022/42** There was no further correspondence discussed.

At this point County Cllr Brown thanked Cllr Bennett on behalf of RCC for her sterling work as Chair to the Council over the last few years.

The Chair thanked Cllr Richmond for all his work too.

**Next Meeting
2022/43** The next meeting of Caldecott Parish Council will be held on Thursday 21st July 2022 in the Village Hall.

The meeting closed at 8.50pm