RYHALL PARISH COUNCIL

Minutes of the Parish Council Meeting of Ryhall Parish Council held on Wednesday May 18th 2011 In the Methodist Church Schoolrooms, Ryhall.

Present Mr C Parsons -Chairman, Mr P Huddleston, Mrs E Sismore, Mrs S Smith, Mr S Fenn, Mr B Gorman, Mr N Bellairs, Mr G Lloyd, Mr R Rushby, Mrs B White

Five members of the public attended.

Apologies Received from County Councillor, Charlotte Vernon (Nee Jones) due to attendance at Essendine Parish Council

Declaration of Acceptance of Office.
The Council Members all signed their Declaration of Acceptance of Office and Register of Members' Interests. All Councillors were in receipt of a copy of the Model Code of Conduct

Welcome to new Parish Council Members
The Chairman welcomed two new members to the Parish Council, Mr Bob Gorman and Mrs Emma Sismore. There remains one vacancy which the council can fill by co-option. Interested parishioners are invited to register their interest in being co-opted to the Clerk. They will be asked to make a short presentation at the next Parish Council meeting in July.

Letter of thanks Mrs Hickman had written to thank her colleagues for the hydrangeas presented to her at her last meeting as Councillor in March.

Election of Chairman
It was proposed by Mr Huddleston, seconded by Mrs Smith that Mr Parsons be elected Chairman for the forthcoming year. At the vote, carried unanimously.

Election of Vice Chairman
It was proposed by Mr Parsons, seconded by Mr Bellairs, that Mr Huddleston be elected vice chairman for the forthcoming year. At the vote, carried unanimously.

Declarations of Interest
In accordance with the regulations, Councillors were invited to declare any personal or prejudicial interest they may have and the nature of those interests relating to the agenda items. They completed the Declaration of Interest Book.

Mr Lloyd - Francis Court & Neighbourhood Watch
Mr Bellairs - Playing Fields, Parkfield Road Resident
Mr Fenn – Allotments, RMPF
Mr Huddleston- Village Hall, Playing Fields, PC Newsletter and RMPF Roadway
Mrs Smith – Parkfield Road resident
Mrs White – Francis Court, Spire Homes, Disability issues
Mr Parsons – same solicitor as proposed for legal issues regarding the cemetery
Mr Rushby – Neighbourhood Watch
Mrs Sismore - Ryhall School PTA

PUBLIC TIME

Two residents expressed an interest in being co-opted at the next meeting.

Allotment fence/ access issues remain unresolved but will be re-considered once an allotment sub committee chairman has been elected.

MINUTES OF THE MEETING

It was proposed by Mr Lloyd, seconded by Mr Bellairs and agreed to accept the Minutes of the Meeting held on 19th March 2011 as a true record.
Mr Rushby abstained.
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MATTERS ARISING

Affordable Housing – Essendine Road, Ryhall
Mrs Judith Wise is the Project Manager for Waterloo Homes. Anyone wishing to rent a property is advised to contact her on 0116 2205571 judith.wise@waterloo.org.uk.
Clerk to check that homes will be for rent only (not to purchase) as per the original specification. The Parish Council also want assurance that the homes will be offered to local people and retain the local connection. Mr Parsons to act as PC representative.
Homes are due to be completed by January 2012 and Waterloo Housing Association requests the input of the Parish Council with suggestions for names. It was agreed to run a completion to suggest a road name with a prize sponsored by the Parish Council, and the winner could cut the ribbon at the grand opening.
This competition would either be via the Village news or at Gala Day. To be considered again at the next meeting.

Parish Walks Plinth Update
There was no progress to report on the plinth due to funding cutbacks. However, Mr Rushby has progressed with the focus on short health walks for older residents of one to two miles duration. This initiative is endorsed by Rutland County Council and Active Rutland. Two local stiles would need replacing with gates for easy access, funded by RCC. The group would like to offer refreshments at the end of the walk. Noted that St Johns Church and the community room at Francis Court were ideal venues.

Bench Update
Mr Fenn will be installing the bench on the grass by the Library as soon as possible; he is awaiting a delivery of concrete.

Vicarage Lane Wall
No further progress to date, the issue is still lodged with the Diocesan Office. It was suggested that the Parish Council try to ascertain the ownership of the lane once again, by contacting Rutland County Council.

High Sheriff 'Service to the Community'
Following nomination by the Parish Council, Mr Len Labourn received a Certificate for Community Service at Oakham Castle on 21st April

AGENDA ITEMS

Library consultation and opening hours
The Parish Council wrote in March to RCC, outlining concerns about the proposed closure and reduced hours. RCC have responded stating that the proposals are being reviewed and once the revised hours have been agreed they will be in a position to offer further information. The Parish Council were keen to ensure that residents who are working can access the library at least one evening a week. It appears that the Library service will be making in a decision without any further consultation with parishes. Ryhall Parish Council would prefer that a decision was not finalised until agreed with Councillors. Clerk to write again to RCC stating the above.

Gritting Routes for 2012
County Councillors, Parsons and Jones will be pressing for a permanent gritting route through Ryhall and Little Casterton at the Cabinet meeting in July. It was noted that Rutland County Council had been reported to have assisted other counties during the heavy snow period but not able to assist Ryhall.

Cemetery
Test dig Report
On 22nd March 2011, Mr Toone (Burial Administrator) and Mr Flint (Landowner) witnessed Mr Reed – (gravedigger) excavate a test grave using a mechanical digger. The test was taken to a dept of 5ft 6 inches – the minimal suitable for a double depth grave. The present cemetery is only suitable for single depth grave.
Mr Toone took photographic evidence of the test dig. This is due to the proposed site being at a higher level and the seam of clay nearer the surface make natural drainage more effective. The overall conclusion was that the land was suitable and fit for purpose as a cemetery extension.

Agreement on purchase of land
The Clerk had requested details of solicitor's fees in relation to the legal transfer of title deeds, searches and registration with the Land registry. The Parish Council were willing for the landowner to continue grazing his sheep on the land in the foreseeable future. This would require a formal grazing licence to be prepared.
Clerk to obtain another comparison quotation and to submit to the Parish Council for consideration and action.

Provision and collection of a Black bin
Mr Toone has reported ongoing problems with unsuitable black bin rubbish being left in the green waste bin and had requested that the Parish Council consider the provision of a black bin and regular collection by the appropriate authority. This would be a trade collection and could be collected by request to Cory Environmental. The cost to instruct Cory to provide the bin and collect on an ad hoc basis would be £ 7.31 per lift. It was proposed by Mr Fenn, seconded by Mrs Smith and agreed unanimously to the above. Mr Toone can then request the lift when needed.

Anglian Water rebate for burst tap
The Clerk noted the increase in the recent water bill due to the burst pipe in November 2010 and has written to request a rebate.

Community Response Plan for Civil Emergencies
All Parish Councils have been tasked with preparing a plan for a local disaster or civil emergency. To complete this task the Parish Council will be requesting information from Ryhall & Belmesthorpe residents who may need assistance or who could provide a local service.
The Committee will need to know which residents would need assistance due to health or disability or if residents know of any vulnerable person who may not be able to provide this information themselves.
The Committee will need to know which residents could provide professional help, e.g. medical or domestic trades and owners of specialist equipment, e.g. 4 wheel drive vehicles, tractors etc and there will be a need for persons who have organisation skills and would be prepared to assist in co-ordination of other volunteers.
To avoid duplication, the Committee are seeking copies of RCC's, SKDC's, Spire Homes and Ryhall Primary School's emergency plans.
The Parish Council will be producing a questionnaire for all households; all information received would be held in strict confidence. It was agreed to reimburse Mrs White for any printing costs accrued. It was noted that the Parish Council may have to precept some funds in January 2012 to purchase any necessary equipment.

Quote for hedge cutting – Turnpike Hedge A6121
The adjacent landowner and Rutland County Council claim that the hedge is not under their ownership. Now that is it fully grown, the Clerk receives complaints about the thorny branches, overhanging the footpath at eye level. Every year it requires a significant cut. As a duty of care to the frequent users of the path, the Parish Council have in the past few years, taken action and paid for the hedge cutting. It appears that the hedge ownership will not be resolved despite repeated efforts from the Clerk. A recent quotation to reduce the height of the hedge to approximately 1200 mm (hip height) – and remove all waste for £400 plus VAT was received. The Parish Council agreed this should eliminate the need for costly annual cutting. It was proposed by Mr Fenn, seconded by Mr Huddleston and agreed to action. All in favour except one (GL). The hedge cutting season is now over until the late autumn.

Allotment hedge cutting
The quotation for hedge reduction and trimming works to the allotment boundaries at £600 plus VAT was not approved. It was decided that the allotment holders should be consulted and the hedge situation discussed in more depth when alternative quotes could be obtained.

RMPF - request for funding of St Johns Close access for disabled
The RMPF Committee request a donation of £809 towards the above project. The work will involve necessary drainage including a soak-away. It was proposed by Mr Lloyd, seconded by Mr Fenn to allocate £500 towards this work. This was not carried at the vote. It was proposed by Mr Huddleston, seconded by Mrs Smith to allocate the full amount of £809 to the RMPF. At the vote 6 in favour, 2 against and one abstention (ES). It was noted that the original ring fenced monies allocated for the roadway (£6,000) had gone back into the general PC reserves and will be used for other contingencies. Of that ring fenced amount, £500 had been allocated to the Parkfield Road disabled access work, £1,000 towards final works on the pavilion and £809 to the disabled access at St Johns Close.

Rutland Wanderer
It was reported that this group on the RMPF is running smoothly. The Vice Chair of the RMPF Committee is monitoring the group.

Street Lighting – Quotations
Following a street lighting maintenance check, two defects were reported by E-on. Noted that Mr Lloyd had previously offered to accompany E-on on the next Maintenance check which had been scheduled for July.
E-on had reported that the existing supply box on the street light on the Library building had been shot at with an airgun and damaged- cost to replace is £242.00 plus VAT. Agreed to check if this light is under the remit of RCC as it is located on the Library
Cottage next to the Green Dragon in the Square – light attached to the cottage required a plastic supply box fitting with a cut out isolator. Cost would be £242.00 plus VAT. Agreed to ask E-on why this had arisen during a maintenance check, and was not under their original contract when installed.

Councillor Roles & Responsibilities

Street Lighting Rep	Mr. S Fenn
Planning Committee	Mr P Huddleston (Chairman) Mrs S Smith Mr S Fenn Mr B Gorman Mrs E Sismore
Allotment Committee	Mr G Lloyd (Chairman) Mr. D Pearce- Hunt (former Councillor -seconded in advisory capacity)
Tree & Grasscutting Warden	Mr N Bellairs
Village Hall Rep	Mr P Huddleston
Ryhall Meadows Playing Fields Rep	Mr N Bellairs will continue to undertake play area safely checks. Mr C Parsons will represent the Parish Council at the RMPF Meetings.
Snow Wardens	None in PC capacity – Mr Peter Link (Parishioner)
Burial Administrator	Mr D Toone (Parishioner)
Community Response Sub Committee	Mrs B White Mr N Bellairs Mr B Rushby
Leics & Rutland Association of Parish Councils	Mrs B White
Parish Forum Representatives	Mrs B White Mr B Rushby
PC representative School Governor	Mr C Parsons offered to attend to represent the Parish Council if applicable. Mrs E Sismore would be his Alternate.

Re-print of contacts lists by Media Waves. It was proposed by Mr Parsons, seconded by Mr Bellairs and agreed to the cost of up to £50 to re-print of the contact cards for the Notice-boards. This is the up to date information of councillor contacts and responsibilities. Agreed. Mr Huddleston abstained**.**

OTHER MEETINGS

Clerk to attend finance course on 26th May. Delegate fee is £25.00

CORRESPONDENCE

Correspondence to note:
Rutland CAB – appeal for donation (last year 19/5/10 donated £50) It was proposed by Mr Lloyd, seconded by Mrs White and agreed to donate £50.
Older Persons Month – donation appeal- declined
Crime stoppers – appeal for donation (donated £50 on 23/7/08) Declined. PC support the local NHW groups
Join Friends of Rural Community Council (£10 per annum) Declined
Voluntary Action – Events – poster on notice board
From RCC – Tree works – information on pruning works to a bird cherry adjacent to 15 Parkfield Road. Reduction of the tree by 20% and removal of old tree stump.
From RCC – Summer Holiday Activities Guide. Deadline for information to be included in the Guide is 25 May 2011.
From Residents about grass cutting on A6121 and village
From RCC- Diversion routes- Belmesthorpe - G9344 Uffington Road, Greatford Road and vice versa. It was anticipated that works will commence on Monday 1st August – the works on each of the specified roads will be completed in less than a day. Diversion routes will be signed at the locations.
From LAPLC – Clerks course – confirm delegate fee
HM Customs – Changes to clerk's salary structures PAYE.

Documents in circulation
20.04.11
RCC Diary of events & joining 'Friends of RCC' £10 per annum
Local Planning Application information
Rutland CAB – update and appeal
Digital Rutland
RCC Standards Committee
LRAPLC Newsletter & training dates

09.05.11
Policing for the Future – dates of meetings
RCC Parish Council Forum
SSE Renewable – update
RURAL Community Council – Guide to services
Allotment Magazine
NALC Legal Briefing on Newsletters
Older Persons Month – Sept – seeks donation
LRALC PC Views on Leics Rural Priorities

FINANCE

Income received into Parish Account

From RCC – Precept for 2011/12	29,150.00

Payments made since last meeting	**Net**	**VAT**	**Total**
04.04.11 Mrs. C Adams April salary			408.37
04.04.11 Ryhall Village Hall Hire for the Fun Squad			54.00
04.04.11 E-on Repair	23.47	4.69	28.16
20.04.11 Veolia Grass cutting	35.15	7.03	42.18
20.04.11 Eon Street Lighting costs	463.64	92.36	556.00
20.04.11 Cory Environmental dog bin emptying	868.40	173.68	1,042.08

It was proposed by Mr Fenn, seconded by Mr Bellairs and agreed to pay the following

Expenditure:	**Net**	**VAT**	**Total**
Mrs.C Adams May Salary			408.37
Mrs C Adams Expenses			71.55
Ryhall Methodist Hall			15.00
Hill fort Tree care 5 x Oak saplings	50.00	10.00	60.00
Allianz Insurance annual			1,339.89
Society of Allotment Holders membership	55.00	11.00	66.00
Lamin & White Audit fee	180.00	36.00	216.00
Veolia Grass cutting	59.00	11.80	70.80

Ryhall Village Hall Precept donation	2,500
Ryhall Meadows Playing Fields Precept donation	3,000
RMPF Additional donation to pavilion	1,000
Methodist Church Precept donation	2,000
St Johns Church Precept donation	3,000

Noted ring-fenced precept monies agreed for 2011/12 for Football Club £750, Belmesthorpe NHW £100, and Fun Squad £500 on receipt of invoices/receipts

Payments made from Burial Accounts 04.04.11

GD Services for test dig of potential burial ground			90.00
DB Jones repairs to the broken pipe and tap			78.70
Veolia Grass cutting			28.55
Anglian Water			93.82

Payment to make from Burial Account

Mr. D Toone – photographic evidence for test dig			5.60
Veolia Grass cutting April	24.00	4.80	28.80

Income received into Burial Account –4th April 2011

Donkersley	473.00
JG Cross	114.00
D Downs	55.00
Fordham	50.00

Financial Information. All Councillors were issued with a bank reconciliation update of all the bank accounts held by the Parish Council. **New Mandate** All Councillors offered to sign a new mandate form as future signatories for Parish Council cheques.

ANNUAL ACCOUNTS

Agree and Approve the Annual Return for Year Ending 31 March 2011

Copies of the end of year statement of accounts had been circulated to all Councillors along with the Annual Governance Statement, which was completed at the meeting. The accounts and the AGS was approved at the meeting by the full council and signed on behalf of the Parish Council by the Chairman and Clerk. The external audit will take place on 18th July 2011, conducted by Clement Keys. The Notice of Appointment of date for the Exercise of Elector's rights will be on the Ryhall notice board from 28th May 2011.Any persons interested has the right to inspect the accounts and make copies of the annual return, all books, deeds, contacts and vouchers relating to the accounting statements for the year ending 31st March 2011. These documents will be available on reasonable notice on application to Mrs C Adams, Clerk to the Parish Council.

PLANNING

Full Planning Permission granted

Mrs J Juggins, Ryhall Hall for conversion of outbuilding into ancillary accommodation including various internal and external alterations – Ryhall Hall, Church Street, Ryhall

Outline Planning Permission - None

Listed Building Consent-Alterations - None

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Notification of decision in respect of an application proposing works to a tree or trees subject to a Tree Preservation Order - None

Refusal of Full Planning Permission & Appeal Decisions- None

OTHER BUSINESS

Francis Court / Spire Homes The footpath is being widened for improved disabled access. The colour of the handrails is still under discussion. Mrs White had written to Spire Homes to ensure the Parish Council are consulted and that the rails be powder coated in white not yellow as suggested by Spire Homes**.**

Street Lights reported for repair – Clerk to action

Queen Diamond Jubilee in 2012. On next agenda

Village Hall. The Village Hall applied for and was successful in gaining a grant from Spire Homes. The Committee continues to fundraise with a Photographic Competition.

Dropped Kerbs. Mr Rushby would investigate the request for a dropped kerb in Spinney Lane.

Tree Cutting. Clerk to request the trees branches that hang low on the green on St Johns Close corner are lifted by RCC.

Allotments. On behalf of the allotment holders, a request was made for replacing the manure area with breeze block containers. Request to shoot pigeons on the allotments. Clerk to check with the Allotment Society. Mr Lloyd, as incoming Chairman of the Allotment Committee, will be hosting a meeting of all Allotment holders.

Notice board – to be refurbished by Mr Fenn

County Council Elections. Mr Parsons thanked all residents who have voted for him at County Level. He reported a 47.4% turnout which is 13% up on last time.

NEXT MEETING

The next meeting of the Parish Council will be Wednesday July 6th 2011 at 7.00pm at the Methodist Church, Ryhall.