DRAFT

RYHALL PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH MEETING
on
Wednesday 21th May 2014
In the Methodist Church Schoolrooms, Ryhall.

PRESENT

Mr P Huddleston (Chairman)	Mrs E Sismore	Mr N. Bellairs
Mr R Rushby	Mr C Parsons	Mr D Wilby
Mr A Gombault	Mr S Fenn	Mrs S Smith
Mr J Whowell	Mr D Patience, Acting Clerk	

Three members of the public in attendance

1. **APOLOGIES**

None

2. **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 in relation to the one item on the agenda. They completed the Declaration of Interest Book.

Mr Huddleston - Village Hall, Playing Fields, PC Newsletter, Parkfield Road resident
Mr A Gombault - Belmesthorpe NHW
Mr S Fenn - Defibrillator, Allotments, Ryhall United Football Club
Mr J Whowel – CAMRA, EChange Agents
Mr R Rushby – Neighbourhood Watch

3. **ELECTION OF CHAIRMAN AND VICE CHAIRMAN**

Mr P Huddleston was elected Chairman on the proposal of Mr N Bellairs, seconded Mr C Parsons, all in favour. There were no other nominations. Mr. Huddleston signed Acceptance of Office.

Mr A Gombault was elected Vice Chairman on the proposal of Mr R Rushby, seconded Mrs E Sismore all in favour. There were no other nominations.

4. **MINUTES OF THE MEETINGS**

It was proposed by Mr C Parsons, seconded by Mr A Gombault and agreed that the minutes of the Council meeting held on 12th. March 2014 were a true record. SF, JW and CP abstained

It was proposed by Mr Gombault, seconded by Mrs Sismore and agreed that the Minutes of the previous Annual Parish Meeting of 13th March 2013 were a true record

5. **PUBLIC TIME**

Playing Fields: Mr A Capper reported that two quotes for the work for the car park had been received. PH pointed out that these had not been 'like for like' quotes, and it was agreed that the process should be started again, with three quotes obtained on 'like for like' basis. Mr. Capper will arrange.
Mr Capper pointed out that a consequence of the work done so far was flooding at the entrance to St Johns Road, formal drainage installation was necessary. He had received a

quote for such work of £1750. PH asked that 3 quotes should be obtained on 'like for like' basis. Mr. Capper will pursue.
The Kissing Gate has still not be installed, and Mr Capper offered to contact the landowner.
The owner of the hedge on the far side of the field has now been tracked down, and it was desirable that the permission of the owner be sought for the planting of a harvestable hedge and community orchard.

6. **MATTERS ARISING**

Vicarage Wall and access to school: The road has now been surfaced with tarmac, although no work has been done to the drainage. The Diocese have not yet commenced work to the wall and need pressing on this, preferably in the school holiday period. RCC has left space for the work to be done. It was pointed out that the arches at each end of the wall are cracked, and these need repair too.
SS suggested that it may be counter-productive to push the diocese too hard.
CP proposed, seconded SF, that Clerk should write to RCC thanking them for surfacing the road, and politely enquiring whether work will be done to drains. All agreed.
Flagpole: NB reported that licence should be received any day, following which flagpole will be purchased and installed.
Cemetery: An email vote had settled on green paint for the fence, by majority vote.
RCC projects – Bike racks: These will also be painted green, determined by similar email vote

Cycle path: nothing to report

Community Orchard: discussed in Public Time, minuted above. PH called for a firm plan for this to be presented to next meeting for the Council to vote on.

7. **COUNCILLORS' ROLES**

Streetlighting Rep:	Mr N Bellairs
Planning Committee:	Mr P Huddleston (Chairman) Mrs E Sismore Mrs S Smith Mr N Bellairs Mr R Rushby
Allotment Committee:	Mr S Fenn (Chairman) Mr D Pearce-Hunt (Former councillor seconded in advisory capacity)
Tree & Grasscutting Warden:	J Whowell
Jubilee Flagpole Guardian:	Mr N Bellairs
Defibrillator Guardian:	Mr N Bellairs
Village Hall Rep:	Mr P Huddleston
Ryhall Meadows Playing Fields Rep:	Mr N Bellairs will continue to undertake play area safety 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)
Four Year Plan Committee:	Mr D Wilby Mr A Gombault Mr J Whowell
Parish Forum Representative:	Mr D Wilby

AG observed that there is an unofficial Snow Warden in Belmesthorpe and asked if this should be recognised. It was agreed to seek to formalise the position.

8. **FOUR YEAR PLAN**

DW presented the draft outline of the plan, details of which had been circulated to councillors prior to the meeting. It focuses on better communications within the village, co-ordination of support systems, promotion of various organisations, including the school, Francis Court and the library.

AG presented a draft questionnaire to be distributed to all villagers, copies of which had been passed to councillors, who were requested to study over the next week and to email responses to AG by 28th. May. A final draft will then be prepared and printed, for distribution with the Village News by the end of June. Responses should be received by mid-July, which will then need analysis. It was agreed that this could be undertaken by councillors, rather than appointing (expensive) independent analysis. Budget for the printing of questionnaires would be around £300. Once analysis was complete, a public meeting would be called in the Village Hall to discuss the results.
NB suggested that a tent could be set up at the Village Gala to publicise.

9. <u>WEBSITE</u>

PH reported that three quotes had been received for the meeting's approval. Mr. D Patience asked whether the council had considered using the Leicestershire and Rutland Parish Councils' framework, a user-friendly, parish council orientated system which he uses at Essendine and Great Casterton. Training courses are available for clerks, and DP would be happy to help the clerk in acquiring expertise. Fees are minimal, currently approx. £50 every other year.
JW proposed, NB seconded, that the Clerk should pursue this course

10. **<u>DEFIBRILLATOR</u>**

PH detailed three quotes for installation of this at the Village Hall, one of which included a quote for wiring through the main distribution board, which is considered desirable. JW proposed, NB seconded, that the quote of Steve Rudkin be accepted, provided that he is also prepared to wire through the distribution board.
AG felt that wider use throughout the village should be encouraged, and perhaps a training session held in the Village Hall.

11. **<u>STREETLIGHTING</u>**

AG reported that a village resident had requested that a new streetlight should be installed halfway down the path to the school, and that the school supported this request. CP felt that residents would not approve, SS did not feel there was a problem, the vicarage lights usually providing sufficient illumination. She will re-assess in the light of this request. PH suggested that the site should checked out, installation costs established, and the necessity for a light to be assessed, for a vote to be taken at the next meeting. CP reported that proposals for RCC to take over responsibility for all streetlights in the county would be coming before Cabinet shortly, and the decision on this should be known by the time of our next meeting. It was suggested that this should be put on the agenda for that meeting.

12. **<u>BIKE RACKS & CYCLE PATHS</u>**

Discussed above under Matters Arising.

13. **<u>CEMETERY</u>**

PH read out a letter received from a resident, raising various issues, all of which are now being addressed.

1. Removal of further soil pile. Arrangements are now in hand for the removal of this.
2. Mineral rights. RR reported that he had undertaken extensive Land Registry research following receipt of a letter from them regarding manorial mineral rights

on the cemetery land. Basically, these remain with Burghley Estates, from whom the Council acquired the cemetery land. SS suggested that we should write acknowledging this.

14. **ALLOTMENTS**

SF suggested that the allotments should be run along similar lines to those of the Playing Field, i.e. as an autonomous body under the auspices of the Parish Council. JW agreed that this was a model adopted elsewhere. PH asked for a detailed proposal to be brought to the next meeting.

15. **GRASSCUTTING**

PH reported that the contractors Veolia had now ceased work on the contract, which had been taken on by Glendale, whose quote to continue the work was now in hand. PH proposed, SF seconded that the Parish Council continue with them for the time being, and accept their quote. All agreed.

16. BROADBAND

CP reported that he had attended a meeting at RCC, mainly aimed at smaller parish councils reporting on the progress of Digital Rutland. Within Ryhall, two streets were still without broadband provision, along with the library (though the latter will be upgraded very soon - see Correspondence below)

17. **OTHER MEETINGS**

DW had attended the recent Parish Council Forum meeting, with nothing of great significance to report.
NB had attended a briefing by the Fire Brigade/Ambulance services, which indicated that first paramedic response could well be the fire brigade.
AG reported on the Network Rail presentation, which showed that the project was on schedule. Deliveries, some very large, would not be routed through Ryhall or Belmesthorpe

18. CORRESPONDENCE & FINANCE

1. Annual Accounting Statement. Copies of this had been distributed to Councillors prior to the meeting and it was approved on the proposal of JW seconded NB. The document was signed by the Chairman and Acting Clerk.
2. Annual Governance Statement. Copies of this had been distributed to Councillors prior to the meeting and it was approved on the proposal of JW seconded AG. The document was signed by the Chairman and Acting Clerk.

Finance

Income received into Parish Account-
Rutland County Council Precept
29,150
Payments made since last meeting

	Nett	VAT	Total
Mrs C Adams May Salary (there will be no payment in June) 576.67			
HMRC Tax			163.75
Ryhall Methodist Hall Hire (March and May)			30.00
Mr Pocklington Bench			518.00
Eon	281.34	56.27	337.61
HMRC Tax for C Adams			163.02

Precision Landscapes Cemetery Driveway	520.00	104.00	624.00	
RCC Refuse Collection for the year			413.05	
Defibrillator	2,125.00	425.00	2,550.00	
Lamin & White Accountants for salary admin	30.00	6.00	36.00	
Allotments Community Project			351.06	
Rutland County Council Contribution to roadway			451.35	
National Society Of Allotments Annual Membership	55.00	11.00	66.00	
Rural Community Council Membership			45.00	

Precept grants previously agreed to be paid – yet to pay

Ryhall Library	***2,500***
Methodist Chapel	***1,500***
Ryhall Church	***2,000***
Ryhall Footballers (2013 precept)	***1,000***

Payments to be made at meeting:	**Nett**	**VAT**	
Lamin & White Audit fee	185.00	37.00	222.00
Came & Company Annual Insurance			1001.74
Rutland Citizens Advice request for donation			50.00

Payments made from Burial Accounts since last meeting
Mr Pocklington Cemetery Gate 345.00
Payments to make from Burial Account- None
Income received into Burial Account - None

Correspondence:
To note:
Rutland County Council Licencing Act 2003 – passed to Village Hall
Rutland Community Spirit – Good Neighbour Scheme – offer of a presentation
South Kesteven District Council – Adoption of Local Plan 17th April 2014.

Library: PH read out the response of Rob Clayton (RCC) to a letter of complaint. This indicated that a direct fibre link to the library will be installed by the end of June to resolve the broadband issues at the library.

RCC Parking Review: PH read out a letter from RCC asking for comments on a request (received from a resident in June 2013) for parking restrictions in Coppice 'Way'. It was agreed that the clerk should respond pointing out that: (a) the street name is Coppice Road, (b) work done since June 2013 had eliminated the necessity for restrictions, (c) the Parish Council was against any yellow lines in the village, especially as, according to CP, there are barely any in the whole of Rutland outside the two towns.

Citizens Advice Bureau: ES proposed, CP seconded, that a donation of £50, as last year, should be sent. All agreed.

Finance:
PH outlined payments to be made as per list circulated prior to meeting. ES proposed, JW seconded, that these be approved *en bloc*.
Football club precept £1,000: PH pointed out that this was granted for a capital project, not general maintenance, and asked SF to present proposals to the next meeting.

Insurance: PH reported that current insurers, Came & Co, had submitted renewal quote of £1074 (£965 last year), due on 1st. June. An alternative quote amounting to less than half of that had been received from Aon. PH proposed, CP seconded, that Andy Capper be asked to look through the quotes to establish whether they were 'like for like'. If so, proceed with Aon quote; if not, renew Came & Co, and seek alternative quotes prior to next year's renewal. All agreed.

19. **PLANNING**

Planning applications outlined in the Agenda were reviewed. There were no comments.

Full Planning Permission granted
Replace existing window with new door, ramp and platform for disabled access. 10 Flint Close Ryhall PE9 4JS

Listed Building Consent- None

Notification of decision in respect of a section 211 Notice proposing works to a tree or trees in a conservation area

Determination as to whether the prior approval of details is required (Agricultural and Forestry development)

Refusal of Full Planning Permission & Refusal of Conservation area consent- None Appeals
Ground Floor extension to the rear elevatin and varius external alterations to include formation of inner hallway and WC and widening of first floor window to the north elevation
The Cottage, Church Street, Ryhall PE9 4HR
Srart date 30 Jan 2014 Representations were due by 13 March.

Withdrawal of planning application – None
Planning applications under consideration
Construction of 60m x 30m riding arena for private use. The Stables, Back Lane, Ryhall
Demolition of middle section of stone wall outside Chartam and The Vicarage Church Street, Ryhall.

20. **ANY OTHER BUSINESS**

Millenium Sign: SS enquired as to progress. SF is obtaining timber and will complete the refurbishment of the sign in the near future.
Road repairs: ES complimented RCC on the promptness of their response to a report of a large pothole – repaired within days.
Library: AG reported that Ketton Library had installed an automatic machine, costing some £6k, and felt that Ryhall Library might benefit from a similar installation.
St. John's Close: JW reported that the recent grass cutting in this area, and elsewhere, had been extremely poor with cuttings blown on to pavements and into residents' driveways. It was agreed that the Clerk should write a letter of complaint.
New Road: JW reported that a hole in the road, adjacent to the phone box, had still not been repaired. Clerk to pursue.
RCC: CP reported that Charlotte Vernon had been re-elected as Chairman for coming year, with himself continuing as Vice-Chairman.
Barn Dance: NB drew attention to this event on 5th. July.

SF gave notice that he would be standing down as a councillor prior to next year's election, as he was no longer a resident of Ryhall.

PH thanked all councillors for their work over the past year, and expressed hope that the council would continue to keep together as a team.

The Meeting closed at 9.25pm

The next meeting will be held on Wednesday 16th July 2014 at 7.00pm at the Methodist Church , Ryhall.