MINUTES OF THE MEETING OF RYHALL PARISH COUNCIL HELD ON MONDAY 19th MARCH 2018 AT THE VILLAGE HALL, RYHALL

PRESENT Mr P Huddleston (Chairman) (PH), Mrs S Smith (SS), Mr D Wilby (DW) Mrs E Sismore (ES) Mr D Amies (DA) Mr A Gombault (AG) ,Mr N Bellairs (NB) Mr P Harris (PKH), Mrs D Rolfe (DR)

01/18 APOLOGIES - None

02/18 DECLARATIONS OF UNREGISTERED DISCLOSABLE PECUNIARY INTERESTS IN AGENDA ITEMS AND REQUESTS FOR DISPENSATIONS FROM MEMBERS ON MATTERS IN WHICH THEY HAVE A REGISTERED DISCLOSABLE PECUNIARY INTEREST – None

03/18 **RETIREMENT OF COUNCILLOR ROBERT RUSHBY**
Councillor Robert Rushby tendered his resignation as councillor due to health issues**. T**he chairman thanked him for his nine years serving the parish and the community . His work on the planning committee and in particular the lead for footpaths has been invaluable. On behalf of the parish council the Chairman thanked Bob and presented him with a small gift as a gesture of appreciation. The Clerk will inform Rutland County Council that there is now one vacancy on the parish council.

04/18 MINUTES OF THE MEETING
It was proposed by ES , seconded by SS and agreed that the **Minutes** of the Meeting of 22 January 2018 were correct, and be approved and signed. NB abstained.

05/18 PUBLIC TIME – One member of the public attended

06/18 MATTERS ARISING
Storm Damage to White Bridge- The temporary barriers remain in place .Rutland County Council state that resources do not permit a repair at present but a works order will be issued in the new financial year.
Handrail request for the white bridge – on 5/2/18, it is possible that this may be included in the white bridge repair
Highways – Potholes- ongoing requests submitted to Rutland County Council by DR and the Clerk

AGENDA ITEMS

07/18 PARISH PLAN –The first draft has been circulated as a hard copy. The second draft including the Belmesthorpe results and the Children's survey results had been circulated by email for comment by the parish council. It was proposed by PH, seconded by DW and agreed to acknowledge the draft submissions. Councillors were requested to submit comments to DA as a priority to enable him to draft a paper of priorities for the village. It was resolved to endorse the final draft and the priorities of action points at the May meeting.
The Parish Plan committee volunteers were again congratulated on the excellent work completed. It was proposed by PH, seconded by NB and agreed to purchase suitable gifts as a gesture of appreciation and send a formal letter of thanks to the individual committee members.

08/18 FREEDOM OF INFORMATION AND DATA PROTECTION
The Clerk informed the meeting of the General Data Protection Regulation (GDPR) which will take effect in the UK from 25th May 2018. It replaces the existing law on data protection (Data Protection Act 1998) and gives individuals more rights and protection regarding how their personal data is used by Councils . The GDPR requires parish councils to appoint a Data Protection Officer(who cannot be the Clerk)

Working from the NALC Toolkit for local councils, the Clerk outlined the requirements and will activate the twelve steps to compliance before 25th May, including informing and advising the sub committees – this item will be on the May agenda for final ratification.

09/18 ALLOTMENT ASSOCIATION

A copy of the Allotment Association Self Management Document had been circulated to the parish council for review. The Clerk, Chairman, PC representative and members of the Allotment Committee had updated the document, defining the responsibilities of both parties for clarity. A copy will be posted on the Retreat Notice board at the Allotment gardens. It was proposed by NB, seconded by DR and agreed to approve the document dated March 2018. AG abstained.

10/18 NEW CEMETERY

1.Update/ decision on the metal railings for future layout and consecrated area

It was proposed by ES, seconded by NB and agreed to purchase further low level metal railings to complete the project in the next financial year. Cost for the railings, posts and bolt kits would be £1,244.75 plus VAT. However, the sum would be minus the ring- fenced amount of £500 plus the refund from the four oversized panels. (£350) = £894.75.

An installation quote was submitted as a ball park figure not exceeding £300.

2. Once the railings are in place, a decision on the consecration of the remaining burial area can be progressed. Clerk to garner further information on the procedure and collate the necessary documentation.

3. Reinstate the wooden posts in the field behind the new cemetery – some of the posts have fallen and need to be in place to define the boundary line of the cemetery extension area. Estimated ball park figure to reinstate and concrete in place £80. It was proposed by PH, seconded by SS and agreed to proceed.

11/18 GRIT BIN ST JOHNS CLOSE

Following a parishioners request for a grit bin, the Clerk has consulted with all residents and received a positive endorsement. It was proposed by DA, seconded by SS and agreed to purchase a new grit bin in green £187.99 plus VAT plus installation. Clerk to contact RCC for permission to locate on their land, the green on the junction. Once established grit bins are the assets of RCC

12/18 RYHALL MEADOWS PLAYING FIELDS

Removal of the dugout will take place in spring. Works to the trees as outlined at the January meeting have been completed.

Refurbishment of the play equipment .A resident has offered to undertake maintenance and refreshing the current equipment with a team of volunteers. He requested financial assistance from the parish council for materials if funds were required and intends to complete before the April ROSPA inspection. Clerk to liaise to ensure health and safety/ insurance requirements were met. A future project would be to fundraise via a crowd funding site and other fundraising activities/ avenues to purchase some new play equipment in 2019/2020. The parish council were asked to consider match funding in 2019/2020.

The resident requested the permission of the parish council to remove a section of the hedge from the 'gap' to the pavilion by the play area to improve visibility . Once removed he intends to replant with grass whilst retaining the three trees. It was agreed that the parish council would undertake a site visit to ascertain and agree the exact section suggested for removal . Noted that it is now the bird nesting season so no works could be undertaken until September 1st

The chairman thanked the resident for his enthusiasm and commitment to this project.

13/18 CHRISTMAS TREE LIGHTING

It was proposed to ask Rutland County Council if the battery operated lights could remain in the tree in The Square. Originally they gave permission for the lights on the basis that they be removed after the festive season. If the new light weight bulbs might be acceptable as a more permanent fixture, it would save dismount now and remount in December. If not, then the parish council would need to organise removal and storage.

14/18 DOG FOULING

DR offered to lead on a new campaign to reduce dog fouling. As a problem area on the playing fields had been identified, it was agreed to focus on that area. DR has liaised with the Dog Warden who offered various options. The meeting discussed the merits and costs of the 'glow in the dark' signage. It was agreed that our own signs will be produced stressing the health implications to youngsters and to raise awareness. Responsible dog owners were thanked for their continued support. Two new dog bins are now in operation in Belmesthorpe and by the Mill Site A6121.

15/18 APPLICATIONS FOR INTEGRATED TRANSPORT CAPITAL PROGRAMMES

Three applications have been acknowledged

Mobile Speed Indicator Displays requested for Rutland Way, Ryhall and Belmesthorpe Lane approaching Shepherds Walk, Belmesthorpe

Speed reduction and signage project requested for the brow of the A6121 hill at St Eabbas Close junction.

The application for a 40mph sped limit on Newstead Lane has been submitted

16/18 <u>OTHER MEETINGS –</u> Reports from Councillors on meetings they have attended as parish council representatives.

Rutland Tree Wardens – symposium to be arranged by Rutland County Council. PKH to attend for Ryhall Parish Council

Parish Forum – report circulated by SS who attended for Ryhall Parish Council. Highlighted issues included the uptake on the green bins payment scheme and the current building control / enforcement remit. Full Forum Minutes have been circulated to the parish council. Rutland Hub, a community partnership group, seeks representation from all parish councils over Rutland to ensure inclusivity and participation. DW to report to the Parish Council.

Ryhall Village Hall – the Chairman reported that the WI's Ryhall branch , which regularly used the hall , has now folded.

17/18 CORRESPONDENCE

Circulated: by email

01.02.18 Note about Tree works on the allotments
05.02.18 Community services Event – 14 Feb Rural Community Council
05.02.18 Webcare report
05.02.18 Rutland Poppy Project
05.02.18 Litter Pick on the RMPF
05.02.18 Silent Soldiers for Remembrance initiative
05.02.18 RCC Bus stop enhancements wish list (reply by 9 March) Reminder 5/3/18
06.02.18 North Beat Report
06.02.18 LRALC Councillor Training in local venues
09.02.18 LRALC Round robin
09.02.18 New Leader of Rutland CC
16.02.18 Rural Crime Event on 22/2
16.02.18 Parish Council Forum Minutes
16.02.18 LRALC Round robin including Data protection info
16.02.18 Report on the Data Protection course (CA)
16.02.18 Leics & Rutland Playing Fields Feb update

16.02.18 Social Housing Flint Close vacancy
23.02.18 Rural Community Council – Achievement Awards 2018
23.02.18 Consultation on proposed Admission Arrangements
01/03/18 Snow and Ice Council Matters
01/03/18 Rutweb Care report
02/03/18 RCC Snow alert and update
05/03/18 Leics Police
06/03/18 RCC Missed bins collections
06/03/18 North Beat report
08.03.18 Childcare Efficency Assessment
08.03.18 LRALC Planning Nuts and Bolts course 22.3.18 to planning committee
14.03.18 Draft Minutes of the Annual Parish Meeting 2017
14.03.18 Parish Plan Final draft including Belmesthorpe
14.03.18 Parish Plan Children's questionnaire outcomes
14.03.18 Rutland Hub project

Correspondence to note

Duck sign – resident suggested the installation of a sign to promote healthy foods for the village ducks and geese on Foundry Road. It was agreed that the message was valuable although in principle the parish council are not advocates of additional signage in a rural aspect. Clerk to add the sign to the website for information.

Parking on the corner by the Village Hall – concerns were noted and had been relayed to the Village Hall committee. It was hoped that RCC would introduce the implementation of a 20mph zone that would help alleviate parking issues and congestion. Integrated Transport Capital Programme

Increase in Workplace Pension Contribution Rates – noted the increases as from April 1st 2018 .Parish council contribution 1.0% to 2.0%. Clerk's contribution 0.8% to 2.4%

From Rutland Citizens Advice Bureau – offer to attend a meeting and request for a donation. It was proposed by NB, seconded by ES and agreed to a donation of £50 as last year.

18/18 FINANCE

Income received into Parish Account

From Rutland County Council for Snow Warden			33.60
From Rutland County Council for Snow Warden			42.00

Payments made since last meeting	**Nett**	**VAT**	**Total**
06.02.18 RCC installation of two dog bins posts			134.06
06.02.18 Smith of Derby (four year deal for church clock)			792.00
05.03.18 LRALC Course fee			35.00
05.03.18 Mrs C Adams Clerks salary Feb			851.39
05.03.18 HM Revenue Tax for Feb			282.86
05.03.18 Bytham Trees (Allotments)	150.00	30.00	180.00
05.03.18 Mr G Roberts (Snow Warden)			42.00

Payments to be made at meeting:	**Nett**	**VAT**	**TOTAL**
Mr S Whittle Defibrillator repair			75.00
RCC Street Lighting Recharge for Ryhall			1,080.19
RCC Street Lighting Recharge for Belmesthorpe			100.92
Mrs C Adams. Jan – March expenses			137.87
Bytham Trees for RMPF tree works	400.00	80.00	480.00
Ryhall Village Hall Hire			15.00

Payments made from Burial Accounts since last meeting

06.02.18 Anglian Water			13.48
06.02.18 Grafton Merchants (Jacksons) for ironwork fence	446.81	93.36	560.17
06.02.18 Neville Tilley Gravel x 3 tonnes	99.00	19.80	118.80
16.02.18 Neville Tilley Gravel x 4 tonnes	132.00	26.40	158.40

Payments to make from the Burial Account
Mr D Reed – removal of bush in cemetery 30.00

Income received into Burial Account – None
Payment of the expenses as detailed above was proposed by PH, seconded by ES and agreed.

Accounts as at 19 March

Current Account	6,955.67
High Interest	24,028.13
Burial Current	526.41

19/18 AUDIT PROCEDURE
Following discussion of accounting procedure it was proposed by PH, seconded by ES and agreed to endorse the following : (1) it was recorded that in January 2018,the accounts are internally checked and verified by an independent auditor for errors, omissions and bank statement reconciliation
(2) it was noted that at each bimonthly meeting, Councillors are presented with an update of the current financial status – payments that have been made in accordance with previous resolutions and payments made in accordance with current meeting
(3) In accordance with parish council responsibility for sound system of internal control, the financial risk assessment was noted and the letter to appoint the internal auditor *Lamin and White* was approved.
(4) Subject to acceptance by Lamin & White, it was noted that for 31 March 2018 the Accounts will be prepared by the Clerk RFO and submitted to internal auditor , prior to the external audit by PKF Littlejohn

20/18 PLANNING
Full Planning Permission Granted
Front and rear single storey extension in internal alterations to dwellinghouse. Poachers Rest, Newstead Lane, Belmesthorpe PE9 4SA **2017/1212/FUL**

Conversion of barn to form dwelling . Fordham's Kitchens, New Road, Ryhall PE9 4HL **2017/1143/FUL**

2018/ 0114/FUL Single storey rear replacement extension including alterations to rear
13 Rutland Way, Ryhall PE9 4ET

Retrospective Applications - None

Listed Building Consent – None

Refusal of Planning Permission - None

Notification of decision in respect of a section 211 Notice proposing works to a tree or trees in a conservation area
Crown Reduce 2 Ash Trees up to 5m in height and remove dead and overhangin branches back to the boundary. Fell 1 No Ash Tree
Bridge Farm Barn, Mill Street, Ryhall PE9 4HF **2018/0066/CAT**

Determination as to whether the prior approval of details is required (Agricultural and Forestry development)- None
From 2 No windows and enlarge roof lights by 25%. Internal alterations. Belmesthorpe Grange Newstead Lane Belmesthorpe PE9 4JJ 2018/0134/FUL

Planning applications observations:
1 Hawthorn, 1 willow reduce height by 3M , reduce 2 laterals by 2.5M including foliage growing onto cypress. 1 No Ash remove lover branches over neighbours garden- Hemgate House, New Road PE9 4HL **2017/0455/CAT**

Demolition of existing outbuilding and replacement with a 1 two bed single storey dwelling house.
The Glen, Waterside, Ryhall PE9 4EY 2017/0886 FUL Revised

Appeal under Section 78
Demolition of existing property to build new residential property for holiday letting. Elderflower Cottage, Belmesthorpe Lane, Ryhall PE9 4JF

21/18 FUTURE AGENDA ITEMS

Check policy of the Lincs Rural Housing Association with regard to retention of housing stock in Ryhall

Consider action to improve the drainage on the footpath from St John's close passage to the back entrance to the school playground. Noted still some surface flooding in extreme weather

22 /18 NEXT MEETING-

The annual council meeting will be held on Monday May 21st May 2018 at 7.00pm at the Village Hall, Ryhall.

Future dates – Monday 2nd July 2018, Monday 10 September 2018