**MINUTES OF THE MEETING OF RYHALL PARISH COUNCIL HELD ON MONDAY 10th SEPTEMBER 2018 AT 6.30pm AT THE VILLAGE HALL, RYHALL**

**PRESENT**

Mr P Huddleston (Chairman) (PH), Mrs E Sismore (ES) Mr D Amies ( DA)
Mrs D Rolfe (DR) Mr A Gombault (AG) Mrs S Smith (SS) Mrs S Markwell-Cook (SMC)

**01/18 APOLOGIES** - Mr N Bellairs ( NB) Mr D Wilby ( DW) Mr C Parsons ( CP )

**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** –

**03/18 PUBLIC TIME** – Two members of the public in attendance

**04/18 MINUTES**

It was proposed by ES , seconded by DA that the Minutes of the Ordinary Meeting held on Monday 2nd July 2018 and the Extra Ordinary Meeting held on Monday 6th August were correct and be approved and signed .

**O5/18 MATTERS ARISING**

**Highways potholes –** the highways officer is no longer in position, her replacement is being recruited The potholes on Rutland Way with photograph have been reported again on 3/9/18

**Weed spraying** – requested to RCC on 13/7/18 they highlighted our areas of concern to their crew but due to weather conditions could not spray

**Applications for Integrated Transport Capital Programmes** - due to go to Cabinet in August, was deferred to allow further clarifications to be inserted. The report will go back to Cabinet on 18th September, and if approved, RCC will issue a more detailed update to Parish Councils on scheme progress and a programme for construction

**White Bridge handrail request** – declined as not within RCC budget

**AGENDA ITEMS**

**06/17 CO-OPTION OF COUNCILLOR**

Full details of the co-option process can be found on the website. May 2019 is an election year so the parish council hopes for a full complement of Councillors for the start of the next four year cycle.

**07/18 RUTLAND COUNTY COUNCIL LOCAL PLAN HOUSING CONSULTATION**

Rutland County Council is currently undertaking further consultation on a paper considering the implications of incorporating any potential development on the St. Georges Barracks site in the Local Plan.

There is also an additional consultation of further sites which have been promoted for development which Rutland County Council is currently appraising for the Local Plan. In Ryhall, the sites include two additional sites. RYH08 for 0.3ha and RYH09 for 0.37ha on the River Gwash Trout farm site. This would potentially be in additional to the 8 new homes now being built.

No decisions have been made on sites – these will come forward in the next version of the Local Plan, the Pre-Submission Local Plan, which is scheduled for consultation early in 2019.

AG outlined the statistics produced by the parish plan which indicated the levels of support for housing in this particular area and the high score for maintaining the green space between Ryhall and Belmesthorpe which the parish council will highlight in their response. It was agreed that the parish would favour smaller infill projects rather than a large development. It was proposed by AG, seconded by SS and agreed to submit a response to ensure that the quantity of any houses built

would not produce an excess of traffic on a country lane to reflect the parishioners responses in the parish plan.

AG reported on the Parish Forum which was dedicated to the St Georges Barracks development, including the statistic implications of incorporation St Georges into the Local Plan. This would have an impact on the housing provision throughout the county . In the ten local service centres in Rutland ( of which Ryhall is one) the provisional allocations set out in the Consultation Draft Local Plan issued in July 2017 for 2016 – 2036 would be reduced from 554 to 187 ( a reduction of -367) The Council noted details about the St Georges Barracks development and a request to distribute opinion polls. The Consultation has been running for six weeks and is due to close on 24th September 2018. The Council noted an appeal for an extension to this time but decided to take no further action.

**08/19 PARISH PLAN**
Following the display at the Library and Gala Day and the dedicated Extra Ordinary meeting in August, two sub meetings will be arranged with the RMPF and the School. Anyone keen to join the Committee would be most welcome.

**09/18 WEBSITE UPDATE**
Dedicated parish council emails have been set up for all Councillors in line with GDPR recommendations

**10/18 RED, WHITE & BLUE DAY** Friday 5th October - Commemoration of end of WW1. The school had previously asked for the support of the parish council. The parish council fully endorsed the project and asked for more information. This had not been supplied at the time of the meeting and the council was unable to make any decision.

**11/18 POPPIES** For Remembrance on 11 November – the names of the Fallen will be placed on the existing poppy stock. DW will lead and will liaise with school to see if they wish to participate . It was proposed by SS, seconded by SMC and agreed to purchase ten more poppies from the British Legion at @ £30.

**12/18 FUTURE OF THE RYHALL NEIGHBOURHOOD WATCH**
The remaining NHW network of street co-ordinators and members will meet on 11/09 /18 to discuss the future. It is hoped that the NHW can continue in some format.

**13/18 NEW CEMETERY – BELMESTHORPE LANE**
**Fencing for future layout of Cremations area**. Following a review of fencing panels it was agreed to purchase three more panels/installation posts to have in store for future maintenance as matching stock. It was proposed by ES, seconded by AG and agreed to the additional sum of £117.06 plus VAT. This brings the final total for the purchase of the low level fencing project to 1,361.81 plus VAT. Installation will be £380 including concrete as previously approved.
Clerk to check with Burial Administrator about the orientation of the cremated remains headstones.
**Posts reinstated in field -** Completed
**Works to rural hedge on far right hand side-** Two quotes had been obtained. It was proposed by SS seconded by AG and agreed to the Quote A – full cut and one off maintenance on a day rate of £450 plus VAT, with a half day buffer agreed should that be required to complete the works.
**Quote for the maintenance of the front cemetery wooden fence –** it was proposed by ES, seconded by DR and agreed to the quote of £130 including materials

**14/18 CHURCHYARD AND OLD CEMETERY**

**Maintenance of the old cemetery** – RCC have confirmed works will be undertaken at the end of September. The parish council requested repair to stone church wall and removal of ivy.

**Update on the alarm system on the Church** – Noted that subsequent to the July 2nd meeting, NALC have responded and state that the proposal to assist with a grant for an alarm cannot go ahead. NALC says that ' The provision of an alarm on the church is clearly work on property relating to the affairs of the church and the parish council is prohibited by the Local Government Act 1894 Section 8 (1) ( k) from making such a donation.

Other source options had been forwarded to Rev McKee. Villagers are asked to be extra vigilant and report any suspicious behaviour to the Police

**15/18 RYHALL MEADOWS PLAYING FIELDS**

**Purchase of a bench on right hand side** – It was proposed by DR, seconded by SMC and agreed to purchase a teak memorial bench for £359 plus VAT. The RMPF handyman to erect and install the bench (£100) which would be installed by the hedge to ensure a clear access route past the old dugout, which has now been removed

**Decision on inner hedge** – Further debate on the compromise course of action for this hedge concluded. It was proposed by ES, seconded by DA and agreed to Quote B – trim and maintain top and sides £170 plus VAT. One against ( DR) Two abstentions ( SMC, AG)

The parish council thanked DW for his endeavour to cut back the hedge by the play area – removal up to the gap to improve visibility. AG suggested that for maximum visibility the whole hedge needed to be cut down to 3 foot high. It was agreed this height issue could be re-visited next year.

**Orchard –** a quote for £126 .94 for cable ties, mesh and tree supports to assist the apple trees would be paid by the RMPF Committee.

**The Tennis Club** - It now seems likely that the Tennis Club Committee may face dissolution at the end of September due to the fact player numbers have dwindled and the Committee consists of just three, one of whom wishes to stand down. The Club cannot fulfill the obligations of the Tennis Leics for the insurance (this now requires a welfare officer who is DB checked to undertake safeguarding going forward which is not possible to arrange) The Club will hold an EGM in September and if they cannot continue the courts will be temporarily closed until the parish council can arrange public liability cover.

**Gala Day 2018** – the day was a great success with excellent weather and positive feedback . The Gala raised sufficient funds to host another OAP Christmas Lunch again plus initial funds towards next year's event.

**16/18 BALK ROAD TREES**

The trees are owned and maintained by Rutland County Council. Should anyone undertake works to trees without authorisation of RCC they would liable for prosecution for carrying out criminal damage**.**

**17/18 ALLOTMENTS**

The parish council will fund the cutting back of the Coppice Road back hedge on the allotment boundary as the land is an asset of the parish council. It was proposed by PH, seconded by ES and agreed to Quote A for £253.36 plus VAT . One against ( DR)

There will be a tree audit conducted by a representative of the parish council and Allotment Association.

The parish council reviewed the finances of the Allotment Association. Following research into allotment rents within the region, the parish council may ask the Association to consider reviewing the rent structure to ensure sufficient sums are held. The Association were thanked for their ongoing hard work and commitment. On next agenda

**17/18 VICARAGE LANE**

Ownership of this lane and footpath are under review. The question of adoption of the roadway as the main traffic access to the School and the footpath was investigated in 2013/14 and this has arisen again. The tree stump and uneven footpath have been brought to the attention of the Diocesan office and RCC. Until the ownership and repair can be established the area will continue to be roped off with high viz tape as a precaution.

**18/18 OTHER MEETINGS –** Reports from Councillors on meetings they have attended as parish council representatives. SS attended the LRALC Councillor training on 30/8/18 and commented on the value of the course, commending it to fellow councillors.

AG attended the Parish Forum. It was agreed to reinforce the parish council request for the same gritting routes as last year.

## 19/18 CORRESPONDENCe

**Circulated: by email**

05.07.18 Surface Dressing Road Closures 2018
10.07.18 Agenda for extra meeting
10.08.18 Sue Ryder Event – 12 October invitation
12.07.18 Draft Minutes of the 2nd July meeting
16.07.18 North Beat report for June
16.07.18 NALC decision on the donation to church
24.07.18 Weeds in Ryhall update
31.07.18 Parish Council Working Group notes
13.08.18 LRALC
14.08.18 Housing Consultation update
17.08.18 LRALC training opportunities including GDPR and Friday round robin
21.08.18 PC Forum Agenda for 3/9
21.08.18 RCC Annual Report
21.08.18 Railway Safety
28.08.18 LRALC Round robin and Board vacancy
28.08.18 Oakham Town Task & Finish
29.08.18 Draft Minutes of the Extra Ordinary meeting
03.09.18 Rutweb Report
03.09.18 Playing Fields Association Newsletter
03.09.18 VAR Voluntary Drivers needed
03.09.18 Invite to Tree Symposium RCC
07.09.18 North Beat Report – note new PCSO 6516 Diana Freeman

**Correspondence to note**

AED Locator - Changes to the monitoring of the defibrillator which is no longer free. It was proposed by ES, seconded by DR and agreed to the cost of £49 plus VAT to continue with your Heartsafe Smart Tag Monitoring for the Ryhall Defibrillator located at the Ryhall Village Hall

## 20/18 FINANCE

**Income received into Parish Account –**

| | | | |
|---|---|---|---|
| 20.07.18 HM Revenue VAT Rebate | | | 3,281.11 |

| **Payments made since last meeting** | **Nett** | **VAT** | **Total** |
|---|---|---|---|
| 04.08.18 HM RevenueTax for July | | | 271.38 |
| 04.08.18 Mrs C Adams Clerks salary July | | | 850.33 |

| | | | |
|---|---|---|---|
| 06.08.18 Glendale Grounds Grasscutting and Hedgecutting | | | 603.79 |
| 13.0818 Ryhall Village Hall for August meeting | | | 15.00 |
| 13.08.18 Mr K Altham for siting the Mail Box | | | 15.00 |
| 13.08.18 The Grasscutter | | | 178.04 |
| 24.08.18 Mrs C Adams Salary for August | | | 850.64 |
| 24.08.18 HM Revenue Tax for August | | | 271.38 |

| **Payments to be made at meeting:** | **Nett** | **VAT** | **TOTAL** |
|---|---|---|---|
| Ryhall Village Hall for September | | | 15.00 |
| Rutweb – for setting up 8 dedicated email addresses | | | 240.00 |
| Bytham Trees St Tibba Hedge | 125.00 | 25.00 | 150.00 |
| BJ Print for Parish Plan documents | | | 65.00 |
| Mr A Gombault travel to Forum | | | 10.00 |
| Glendale Grasscutting for August | 611.60 | 122.32 | 733.92 |
| AED Locator for Difibrillator Monitoring | 49.00 | 9.80 | 58.80 |

**Payments made from Burial Accounts since last meeting**

| | | | |
|---|---|---|---|
| 13.08.18 K Altham Refurbishment of Benches | | | 80.00 |
| 24.08.18 K Altham – Installation of posts in field behind Cemetery | | | 130.00 |
| 06.08.18 Glendale Hedge cutting in Cemetery | 93.96 | 18.79 | 112.75 |

**Payments to make from the Burial Account –None**

**Income received into Burial Account**

| | |
|---|---|
| K Younghusband | 73.00 |
| Mrs Tate | 395.00 |

Payment of the expenses as detailed above was proposed by ES, seconded by DA and agreed

**Accounts as at 05.09.18**

| | |
|---|---|
| Current Account | 32,011.89 * |
| High Interest | 24,056.31 |
| Burial Current | 2,591.33 |

- **Does not include the CIL 2,009.12, which is ringfenced**

**External Audit by PK Littlejohn** – awaiting outcome

**Appointment of a Responsible Financial Officer (RFO**) Some parish councils have a Clerk and an RFO, so the role is split with the RFO dealing solely with all the finance (the annual budget , end of year accounts , external audit, monthly bank reconciliation , financial risk register ) Splitting the role would require team work and the Clerk is willing to reduce her clerk hours to allow for funding for an RFO. This would be an employed role. Details of how it might work were circulated .It was proposed by DR, seconded by ES and agreed in principle to support this initiative. On next agenda.

**County Council and Parish Election 2019** - RCC have advised parishes to ensure they have sufficient funds to pay for the election in 2019. Payment could be over four years. As a guide an uncontested election would cost £382.69, a maximum total for a contested election would be £ 1,650.40
A breakdown of the costs is available from the clerk.

**21/18 .<u>PLANNING</u>**

**Full Planning Permission**

**Remove** existing single storey flat roof garage and replace with a two storey side extension. 35 Rutland Way, Ryhall PE9 4FT **2018/0715/FUL**

Installation of a flue – 1, Post Office Lane, Ryhall PE9 **4JP 2018/0371/FUL**

Erection of a two storey front extension , two storey side extension and part single storey extension . 23 Parkfield Road, Ryhall PE9 2ER **2018/0366/FUL**

**2018/0245/** FUL Demolition of garage to side of property and extension to the rear..New extension to the rear side porch , alterations to windows and door. Widen vehicular access. The Bungalow, Church Street, Ryhall PE9 4HR

2018/0512/FUL Two storey extension to side, single storey infill extension to rear, garage alteration and front porch. Rose Cottage, Church Street, Ryhall

2018/0541/FUL Detatched two bay vehicular garage. Barn End Newstead Road, Belmesthorpe Rutland.

**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**

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

**Planning applications observations:**
Variation of condition 2 attached to planning permission 2016/1143/FUL – Land off Belmesthorpe Lane **2018/0790/FUL**

Demolition and replace existing single storey rear extension. 34 St John's Close Ryhall **2018/0613/FUL**

**Appeal under Section 78**
Appeal by Mr P Andrews for proposed extension to and conversion of shop to dwelling including partial demolition of existing building .Fancourts Farm Shop, The Square, Ryhall Rutland APP/A2470/W/18/3202829
Ryhall Parish Council maintains its support for this site to be developed as detailed in the application but would like to add the following comments:
Any development must maintain the integrity of this conservation area. The parish council is keen to support a sympathetic development, bearing in mind the objections raised by Rutland County Council.
The parish council accepts the statement about parking spaces but considers a revision of the plans could address this problem.

The area is visually significant to the village and the parish council is aware of the increasing evidence of weathering on this site and would like to see a working solution swiftly achieved**.**

**22/18 NEXT MEETING -** Monday 5th November at 7.00pm at the Village Hall, Ryhall.