

RIDLINGTON PARISH COUNCIL
Minutes of the Council Meeting held in the Village Hall
on Weds 7th September 2016

Present: Councillors Gilkes, Harvey, Johnson, Roome and Townsend together with the Clerk
Councillor Johnson was in the Chair
Members of the public present were Mrs A Harvey, Mrs M Mortell and Mrs R Lees

1 **Apologies:** Councillors Waterhouse and Richards

2 **Declarations of Interests:**

There were no declarations of interest or dispensations noted from Councillors

3 **Minutes of the Parish Council Meeting held on Weds 25th May 2016:**

Accepted as read. Proposed by Councillor Townsend, seconded by Councillor Gilkes and unanimously approved

4 **Matters arising not already listed on this agenda:**

- Parish Council Risk Assessment Report; In the absence of Councillor Richards, agreed to carry forward to the November meeting. **Action: Councillor Richards**
- Village Notice Board: Councillor Johnson recognised this remained outstanding but promised action over the winter months. Agreed to carry forward to the February 2017 meeting. **Action: Councillor Johnson**
- Street Lighting: New LEDs now fitted in place of all the old lights. Feedback had been positive and likely to lead to lower electricity bills in the future
- Grass Cutting: Agreed unanimously to stay with the RCC contract arrangement for at least another year before reviewing our position again
- Legal Entity of the Playing Fields: Copy supplied by Mrs Mortell (Chairman of the Playing Fields Trustees) and now lodged with the Clerk. Matter now deemed closed
- Undergrowth on Whiteø corner: Now in need of spraying off again. David Batten to be approached as it is understood he has volunteered to undertake this. **Action: Councillor Johnson**
- Website update: Our previous site operated by 2Commune through LCC website ceased on 31st August as a result of contractual changes. 2Commune were offering a new lease for a period of 3 years. However, Councillor Johnson had approached David Mitcheson who lives in the village and operates his own

website design company. A comparison was made with the 2Commune offering and from a financial standpoint it made good business sense to ask David Mitcheson to proceed. It was also noted that this new site could in due course be opened up to other functions in the village, eg the playing fields, the village hall and the church etc .The initial set up cost would be £375, annual maintenance £140, training £70 and annual hosting costs in the order of £100. The Clerk advised that much of this funding could be claimed back through the government's transparency fund for which he would process a claim if this proposition was approved. **Action: The Clerk**

Councillor Harvey thanked Councillor Johnson for the speed of work undertaken and after further discussion, the proposition from David Mitcheson was proposed by Councillor Gilkes, seconded by Councillor Townsend and unanimously approved. It was agreed Councillor Johnson and the Clerk would arrange follow-up meetings with David Mitcheson to progress this matter to a satisfactory conclusion. **Action: Councillor Johnson and the Clerk**

- Transparency application: dealt with within the above item
- The Parish Council's Data Protection Policy: A proposed draft had been circulated to Councillors for consideration. No matters arose with regard to this draft and it was therefore proposed by Councillor Roome that it be adopted by the Parish Council as its formal policy on data protection. This was seconded by Councillor Harvey and unanimously approved. The clerk agreed that in due course this document would be published on the Council's new website.
Action: The Clerk

5 Correspondence:

- Minutes of the last Parish Council Forum had been received. These are available through the Clerk if required. Dates of future meetings are noted as 12th October, 30th January 2017 and 5th April 2017
- Letter from Citizens Advice providing an update on its work in Rutland together with an invitation to its AGM on 12th October 2016 to be held at 5.30pm at the Barnsdale Lodge Hotel

6 Finance:

- Current bank balance as at 5th September 2016 at Barclays stood at £3296.75 divided between our Community Account (£2076.40) and our Business Saver Account (£1220.35). Cash in hand amounted to £4.70 making an overall balance of £3301.45. Receipts to date in the current financial year (including carry forward from the previous year) amount to £4433.05, whereas payments to date amount to £1131.60
- The Annual Return for the year 2015/2016 has been returned audited and signed off from Grant Thornton and the Conclusion of Audit Notice posted on the Notice Board. In their report, Grant Thornton commented on the high level

of general reserves held by the Parish Council and recommended that steps be taken to reduce this level in future years if necessary

- Approval was sought for the payment of one outstanding invoice to Rutland County Council for £100.00 + VAT (totalling £120.00) for internal audit costs. Unanimous approval was given
- No new grant applications had been received. Mrs Mortell was reminded to present an invoice for the current year's grant so payment could be released to the PCC and also to prepare a new request for the following year to be presented at the Council's November meeting

7 **Planning:**

Planning applications received since the last Parish Council meeting are;

- 2016/0559/FUL: Old Mill Cottage, Holygate Road. Replacement of timber framed windows to front of property. Replacement of timber front door. New pedestrian access. Reposition and replace entrance gates and driveway (parking availability will not change)
- 2016/0664/FUL: The Stables and The Haybarn, Jubilee Lodge, Brooke Road. Change of use from B1 to D1 for use as a hospice day care centre

Both of the above applications unanimously approved

8 **Advert for Clerk vacancy:**

Councillor Johnson advised that an advert had been placed in the parish magazine and also asked Councillors to promote any possible volunteers

9 **Unauthorised repairs and development in Conservation and Article 4 Villages:**

Concerns have been expressed about the apparent number of works undertaken in the village that don't appear to have followed the proper planning approval process, eg new large gates and posts; new fencing, replacement windows and erection of sheds. Ridlington is designated a Conservation and Article 4 village. This categorisation limits what can be done without proper planning approvals even to the extent of the colour of outside decorations.

Councillor Harvey suggested we review the proposals put forward by Ashwell village who are in a similar position. **Action: Councillor Harvey to obtain a copy of the Ashwell document**

It was agreed to prepare a document for delivery to each household in the village giving a resume of the law in relation to planning, as some Parishioners may not be aware of their responsibilities. Once this has been done, any Councillor or Parishioner could raise any planning concerns directly with the Chairman who will raise the matter at the next Parish Council meeting for action, such as liaison with RCC Planning Dept. Some protection to the complainant would then be afforded.

Action: Councillor Johnson

10 Village highways evaluation:

Paper prepared by Councillor Roome in March 2016 which proposed maintenance and improvements to certain locations on the highways in and around the village. Much of the work suggested has already been undertaken such as repainting of the white lining at the junction with Brooke Road and also at the Ayston Road turn.

It was agreed no further action necessary at this time but a watching brief would be maintained

11 Any Other Business:

It was suggested that the wicket gate at the bottom of the footpath to the side of The Old Noel Arms was not wide enough to take a pram or wheelchair. It was agreed Councillor Townsend would inspect and present any recommendations for alterations at the November Parish Council meeting. **Action: Councillor Townsend**

It was reported that the bus shelter has suffered damage to some brickwork, possibly by impact from the contract mowing team. Agreed to ask Mick Bennett to inspect the damage with a view to any necessary repairs forming a possible insurance claim.

Action: The Clerk

There being no further business, the Chairman closed the meeting at 9.05pm

Date of the next meeting is Wednesday 9th November at 7.30pm in the Village Hall

C J Lees
Clerk
Ridlington Parish Council
26th September 2016

Approved í David Johnsoní í í í í Date 09. 11. 2016
Chairman