



**South Luffenham
Parish Council**

Full Council Meeting
Time: 7.00pm
Date: 3rd September 2026
Venue: South Luffenham Village Hall

To All Members of South Luffenham Parish Council

You are hereby summoned to attend the Council Meeting of South Luffenham Parish Council for the purpose of transacting the business as set out below. Any member not able to attend should send their apologies in before the meeting.

The meeting is open to members of the public (including the press) but is not a public meeting.

Amie Fenech –Clerk and RFO

AGENDA

- 32 - 2627 To receive and approve apologies for absence.
- 33 - 2627 To receive Declarations of Interest and consider dispensation requests.
- 34 - 2627 Public Participation (15 mins)
- 35 - 2627 To receive and approve Minutes of the Parish Council Meeting held on 9th July 2026.
- 36 - 2627 To receive County Council Report
- 37 - 2627 Clerk's Report: To receive the Clerk's report and note updates on ongoing matters.
- 38 - 2627 Finance
- (i) Financial Report: approve financial report to 31st August 2026.
 - (ii) Authority to pay:

Payee	Description	Amount
ROSPA Play Safety	Annual Inspection	£208.80
4 Counties Ground Maintenance	Grass cutting: 3 rd July and 14 th July	£640.50

- (iii) Community Infrastructure Levy (CIL): To receive an update on the revised 2025/26 CIL Annual Report and note that Rutland County Council has accepted the allocation of CIL expenditure towards the community defibrillator.

- (iv) Internal Audit 2026/27: To consider the appointment of Auditing Solutions Ltd as the Council's Internal Auditor for 2026/27; to consider and confirm the Internal Auditor's independence from the Council's decision-making and financial recording processes; and, if approved, to authorise the Clerk to sign and return the Letter of Engagement.
- (v) Local Government Pay Award 2026/27: To note the nationally agreed 2026/27 NJC pay award, effective from 1 April 2026, and approve implementation of the revised salary rate and any associated back pay due to the Clerk.

- 39 - 2627 Planning
- (a) Decided:
- (i) 2026/0772/LBA - External accessible WC and store within the grounds of St Mary the Virgin Church and improvements to the paved access and steps into and throughout the existing church and addition of a small kitchenette - St Marys Church The Street South Luffenham Rutland – Refused
 - (ii) 2026/0507/FUL - Creation of a new vehicular access from Stamford Road (A6121) and the blocking up of the existing vehicular access - Ratcliffe Lodge 7 Stamford Road South Luffenham Rutland LE15 8NT - Approved
- 40 - 2627 Governance:
- (a) To consider the Events on Parish Council Land Policy and accompanying permit form
 - (b) To consider the Reserves Policy
 - (c) To consider the updated Financial Regulations Policy, based on NALCs model policy
- 41 - 2627 Defibrillator: To receive an update regarding the defibrillator and consider replacement/funding arrangements.
- 42 - 2627 Playground: To consider the replacement proposals and agree next steps.
- 43 - 2627 To receive an update on Pond Close, ongoing maintenance plans and costs
- 44 - 2627 Website: To review the newly developed Council website; consider and approve migration of the Council's website and email to a .gov.uk domain; and, if approved, authorise the Clerk to make the necessary arrangements for registration, hosting, email and migration.

- 45 - 2627 Cemetery: To review and approve updated cemetery documentation, including the Cemetery Rules and Regulations, Cemetery Fees, Cemetery Interment Application, Exclusive Right of Burial Application, Cemetery Memorial Application and Guide to Grave Ownership, and to agree that the approved documents be published on the Council's website and used for future cemetery administration.
- 46 - 2627 To receive Parish councillor representative reports
- 47 - 2627 To receive correspondence and agree any actions or responses arising.
- 48 - 2627 To confirm meeting dates for 2027.

Amie Fenech - Clerk and Responsible Financial Officer
South Luffenham Parish Council