

South Luffenham Parish Council

Minutes of Meeting held Thursday, 5th January 2023 at 7.00pm

Held in the Village Hall

Present: Cllr J Bradley-Chair (JB); V Bacon (VB); P Elwis (PE); T Chapman (TC); Adrian Tyler-Vice Chair (AT); The Clerk and County Cllr K Bool (KB)

SL1/83/22	To receive and approve apologies for absence	Apologies were received from Cllr J Potter and County Cllr G Waller These were approved JB welcomed Lawrence Webster, the new Clerk, to the Council during the meeting	Action
SL2/84/22	To receive Declarations of Interest and Dispensations	There were none received for items on the Agenda	
SL3/85/22	Public Participation (15 mins)	There were no members of the public present	
SL4/86/22	To receive and approve Minutes of Meeting held on 3 rd November 2022	It was RESOLVED to approve these as a true and accurate record	
SL5/87/22	To receive County Council Report	County Cllr Bool was welcomed to the meeting. He reported that RCC Local Plan had issued a "call for sites". He also reported ongoing discussions about proposals for development of the Officers Mess at St George's Barracks with RCC and the MoD. KB agreed to keep the PC up-to date on all issues relating to SL at future meetings.	
SL6/88/22	Finance Report a) To report Current and Business Premium Bank A/C Balances b) To authorise payments since the last meeting - RCC Community Lighting Recharge-£111.32 - SL Village Hall-meeting room hire-£40.00	a) The Clerk reported Bank balances at 29/12/22 as: - £11,637.55-Current A/C £13,738.63-Premium A/C b) All payments recorded here since the last meeting were authorised. Proposed AT and seconded VB	

	- Central Business Services-Payroll services-£11.10 - Lidbetter & Hicks-Install Twin Socket on Green-£191.40 - P D Bellamy-November Clerk's salary-£117.92 - A L Staples-November Cemetery Manager's Salary-£73.47 - HMRC-November Salary Tax-£86.60 - Biffa-Grass cutting October-£435.89 - Vic Bacon-Repairs to Play area-£40.30 c) To authorise the following payments: - - LHHWebster-November Salary-£166.65 - LHHWebster-reimbursement of Microsoft subscription-£59.99 - A L Staples-December Cemetery Manager's Salary-£73.47 - LHHWebster-December Salary-£289.90 - HMRC-December Salary Tax-£88.00		
SL7/89/22	To confirm dates for the Annual Parish Council Meeting and Annual Village Meeting	It was agreed that the Annual Parish Council Meeting will be Thursday, 11 th May 2023 and the Annual Village Meeting will be Thursday, 30 th March 2023. Clerk will book the Village Hall	Clerk
SL8/90/22	To discuss up-date on RCC's Local Plan	There was nothing further to report as KB had reported on this in above Agenda Item SL5/87/22	
SL9/91/22	Governance-To review authorisation of Invoice payments between bi-monthly Meetings	JB commented that as Council was now meeting bi-monthly, there could be unacceptable delays in authorising payments to suppliers. The Clerk referred to our Financial Regulations Clause 5.5a) which allowed for authorisation between meetings subject to the retrospective	

		authorisation at next Council Meeting. Unanimously agreed with immediate effect	
SL10/92/22	To discuss and agree 2023/24 Budget and proposed Precept	The proposed Budget and Precept document had been previously circulated and taken as read. This followed a meeting between the Finance Committee (JB, TC and Clerk) to submit a proposal to Council. JB invited Council for comments on budget and proposed Precept. Following discussion, It was RESOLVED unanimously to accept the budget and a Precept for 23/24 of £16,000. The Precept increase is £700 (4.48%) on the current year of £15,300. It was agreed that any shortfall would be made up from Council reserves. The Clerk is to submit agreed Precept to RCC. It was noted that the £700 increase represents circa £1.54 increase per person over the 12 months Financial Year	Clerk
SL11/93/22	Planning Applications To consider:- 2022/1332/FUL-Land west of the Watermill, Station Road, South Luffenham-Change of use from agricultural use to holiday use, the provision of 8 No self-contained holiday retreats with an associated reception shop/cafeteria 2022/1360/LBA-The Windmill, Barrowden Road, Morcott- Installation of 10 No. Photo Voltaic Panels on existing roof slopes of 1997 constructed dwellinghouse	The up-date of Planning Applications as noted in this Agenda item were received. JB invited responses from Councillors on this Planning Application. Following discussion it was agreed to submit the following comments to RCC Planning Dept. South Luffenham Parish Council have no objection to this proposal as long as 1. environmental factors which indicate an area defined as a Flood Zone are taken into account and hopefully resolved. 2. potential high levels of noise from rail traffic are assessed and hopefully mitigated to an acceptable level for the holiday retreats 3. concern was also raised about contaminated land and potential harm this could cause. JB invited comments on this Planning Application. VB noted this application related to Morcott Parish, but the Clerk advised that due to the close proximity of the application site to South Luffenham, formal consultations letters have been sent to South Luffenham PC as well as Morcott and Barrowden by RCC, It was agreed there would be “no comment” to this Application. The Clerk to advise RCC accordingly	Clerk Clerk

SL12/94/22	To consider and agree appropriate and legal mechanisms for SLPC responses to Planning Applications	JB reported that as bi-monthly meetings had been adopted, timely responses to Planning Applications could be a problem. It was agreed that the Planning Advisory Group should continue and report to Council. However, all Planning decisions legally need to be agreed at full Council to allow public to observe and participate if they wished. Therefore, Extraordinary Meetings may be required to facilitate this process	
SL13/95/22	To receive and discuss Play Area Report	JB thanked VB for his report which had been previously circulated and taken as read. VB said that maintenance for 23/24 was not too onerous, but Council needed to be mindful, going forward to 24/25 onwards that equipment will need maintenance or replacement. Some existing identified repairs could be dealt with immediately and there was current budget provision and in 23/24 for this.	
SL14/96/22	To consider purchase of new computer and service agreement for the Clerk	The Clerk reported the existing computer was inefficient and not fit for purpose. Following discussions, it was agreed that a new computer, together with service agreement, could be purchased with an agreed allowance up to £650. JB agreed to facilitate selection and purchase together with the Clerk	JB/Clerk
SL15/97/22	To receive Parish Council Reports	There had been no report from Open Spaces and Highways. However, a letter from a resident regarding cutting back a maple tree was handed to the Clerk for action. RB suggested that a proposal for future reporting to Council, including committees and working groups, needs to be considered. This proposal will be presented at the March meeting. JB requested that "speeding" and "correspondence" should become standing items on the Agenda and agreed "action" points sent to Cllrs after each meeting. It was also agreed that three Cllrs attend future St George's Barracks meetings. Finally, the new Lease Agreement allowing access for a disabled driver onto the Parish Field should be reviewed annually	Clerk Clerk Clerk All
SL16/98/22	Date of next meeting	The meeting closed at 8.30pm. Next meeting 2 nd March 23	