

South Luffenham Parish Council
Minutes of the Meeting held on
Thursday, 8th January 2026
7pm in South Luffenham Village Hall

Present: Cllr Jan Bradley (Chair JB), Cllr Vic Bacon (Vice Chair VB), Cllr Tim Chapman (TC), Cllr Steve Howe (SH), Cllr Jane Potter (JP)

Minute Number	Item Title	Item Minute	Action
405-2025/ 26	To receive and approve apologies for absence.	County Cllr Gale Waller & Cllr Tim Smith gave apologies.	
406-2025/ 26	To receive Declarations of Interest and consider dispensation requests.	There were none.	
407-2025/ 26	Public Participation / Ward Reports	No members of the public were present Counsellors would like to thank the Traylen family for their continued support with providing the Village Xmas tree. Due to Ward Cllr's absence no reports were offered	
408-2025/ 26	To receive and approve Minutes of the Meeting held on 6 th of November.	Accepted VB, Seconded SH	The Minutes were approved and signed.
409-2025/ 26	To discuss planning applications	In addition to Clerk, it was agreed that in future a dedicated Cllr (TBC) would review the RCC Planning Portal and advise Council for review/comment	

410-2025/ 26	To consider a new website	Council agreed to retain existing web site and review at the next Council meeting. JP to review the possibility of counsellors having .gov email addresses and will provide feedback at next Council meeting	
411-2025/ 26	To approve the following invoices: Payroll - £112.50 One Com -TBC (Awaiting invoice) Hall Hire -TBC (awaiting Invoice) Larkfield Gardening - £290 AS Salary (Dec) - £73.27 HMRC (both employees June-Dec) - £721.46 To note contractual payments made since last meeting: Clerk salary (Aug-Oct) – £1312.00 Clerk salary (Nov-Dec) £768.17 AS salary (Sept-Nov) - £293.28 To note payments made in emergency circumstances since the last meeting: Lidbetter and Hicks - £175.57	This was approved.	JB to review with Clerk to pay urgently

412-2025/26	To discuss and approve the purchase of a new defibrillator.	JP confirmed she had started the process of ordering the defibrillator with the Community Heartbeat Trust, and spoke to one of their trustees today, who is an ex-paramedic and recommended a different defib to the one that was planned to order. This one is the Vicest Power Beat X3 which has a video screen and is the way forward with defibrillator units. It is, cheaper at £995 plus VAT. The electro pads on this model now have the same life span as the battery which is four years. Council agreed to fund the purchase out of its reserves. Council to add a financial cost into the budget for replacing the defibrillator in the phone box, which whilst out of warranty, its battery is okay until 2028. JB expressed special thanks to JP for all her efforts in sourcing a replacement	
413-2025/26	To discuss and approve the increase of allotment rents for the year 2027	Council agreed to raise the rent from £12 to £13 per annum	Clerk to write to allotment holders informing of new rent

414-2025/ 26	Precept – To discuss budget and set a precept	This was discussed and draft was amended and ratified Precept to be increased from £18,300 to £19,300 (increase ~5.4%). This is to cover increase cost for grass cutting and to put towards the purchase of new play equipment and replacement of the second defibrillator	Clerk to complete sections and submit to RCC.
415-2025/ 26	To note response from VH regarding the Car Park	Council expressed thanks for VHMC letter detailing the reasons for project at this stage not being progressed.	
416-2025/ 26	To note correspondence	No correspondence discussed	

417-2025/ 26	Counsellors Reports	JP:- 1/ A number of allotments are available for rent 2/Defibrillator (refer to 411-2025/26) 3/RCC have confirmed “no wobble test” available to determine stability of grave stones -JP to review. TC:- 1/ meeting set up with Playden to review play area equipment / proposals Wednesday 14th January. Two other companies to be approached to determine budget costs for replacement. VB:- 1/Quotations received from competitive tenders. Tommy Plummer tender accepted by Council. SH:- 1/Successful year with forming new Volunteer working Party to support TCV on maintenance of pond close . 2/TCV to undertake remedial work to timber jetty in April.	Council to determine applying for matched funding/ grants and garner input from interested groups in the village.
418-2025/ 26	To discuss staffing matters -To approve an update to date job description	A new personnel and finance working party was set up to oversee financial matters and manage personnel Council agreed to review further staffing matters as a private matter	

Date of next meeting: Thursday, 5th March

Approved:

DRAFT