

South Luffenham Parish Council

Minutes of Meeting held on Wednesday 8th June 2022 at 7.00pm, held in the Village Hall

Present: Cllr. Jan Bradley (JB) (Chair), Cllr Adrian Tyler (AT), Cllr Paul Elwis (PE), Cllr Claudi Cockburn (CC) and Cllr John Hall (JH)

SL1/15/22 Open Forum	Action
No members of the public attended the meeting.	
SL2/16/22 County Councillor Report	
No County Councillors attended the meeting.	
SL3/17/22 Apologies for Absence	
Apologies were received from Cty Cllr Ken Bool (KB), Cty Cllr Gale Waller (GW), Cllr Jane Potter and Victoria Webster.	
SL4/18/22 Declarations of Interest	
No declarations of interested were declared.	
SL5/19/22 Minutes of Previous Meeting held on 11th May 2022	
The minutes were approved and proposed by AT and seconded by JH.	
SL6/20/22 Matters Arising and Actions from the Previous Meeting held on 11th May 2022	
Naming individuals who contact the Parish Council. LRALC have advised us not to name parishioners on any minutes. Policies & Procedures Action Plan. Complete. Asset Register. Complete	
SL7/21/22 Governance	
a. Parish Forum Meetings Attendance The dates for all forthcoming meetings were distributed to all Councillors. All meetings are on Zoom. CC offered to attend the meeting on the Councils behalf, but she would need to produce a report for the Council as she was no longer going to be a councillor. The Councillor position needs to be more streamlined and appealing. It was proposed that the Clerk attend these meetings on the Parish's behalf. b. Parish Council Meeting Dates It was proposed the frequency and day the meetings are held are changed. Alternate formal and informal meetings were proposed. The Clerk would not need to attend the informal meetings. The day needs to be changed to a Thursday as the village hall is very busy with bookings on a Monday, Tuesday and Wednesday and some Councillors are struggling to attend the meetings on a Wednesday. All agreed to change to a Thursday from September. All agreed to 5 formal meetings for both the full Council and Committee a year and informal meetings as and when required. Action: Draw up a proposal to move meetings to a Thursday and 5 meetings a year. Action: Review finance regulations to ensure adequate cover for	JB JB

emergencies that occur in between meetings.	
SL8/22/22 Finance	
a. Monthly Cash Book & Bank Statement Review To be signed off at the next meeting. b. Payment Approval All agreed to the payments. AT proposed and PE seconded. c. Grants (New Applications) No new applications have been received.	
SL9/23/22 Planning Applications	
- 2022/0134/FUL. Luffenham Heath Golf Club. Change to use of agricultural land to car park extension. No decision has been made yet. - 2022/0340/CAT. The Coach House Inn. Tree work. Approved. - 2022/0257/CAT. Parish Council. Tree work. Approved. - 2022/0342/PTA. Turnacre, 20a Stamford Road. Tree work. Approved. - 2022/0141/CAT. 4 The Square. Tree work. Approved. - 2022/0421/CAT. 4 Highfields Cottage. Tree Work. Approved. - 2022/0470/LBA. The Old School House. Installation of fibre broadband box. No decision has been made yet. - 2022/0459/FUL. 2 North Luffenham Road. Demolition of existing single storey extension and build two storey extension. No decision has been made yet. - 2022/0535/CAT. Stables Cottage. Tree work. No decision has been made yet. - 2022/0567/FUL. Adam & Eve House. Demolition of existing single storey extension and replace with new single storey extension. No decision has been made yet. A site meeting is to take place and it is important the engraved/carved brick is still visible. - 2022/0577/FUL. 3 The Square. Single storey extension. No decision has been made yet. - 2022/0584/FUL. Field To the North of Octopus Business Park Station Road North Luffenham Rutland. Light aircraft temporary storage hanger 12.4 m x 12m on existing hard standing for agricultural machinery. No decision has been made yet	
SL10/24/22 Jubilee Planter	
JB organised and purchased the planters and plaques for the village in consultation with a villager. £50 was allocated for plants and compost with the request that the plants were not annuals. Unfortunately, annuals were planted, and a budget has been requested to replace the plants 3 times a year. JB told the villager they would need to write to the clerk and formally request this and it would be considered at the next meeting.	
SL11/25/22 Website Update	
We now have a new Parish website up and running. The amendments have been made. All documents will be uploaded to the website via Google Drive so there should be no need for the website to be adjusted. JB should also be having a Chairs email account to enable her to better manage her emails.	
SL12/26/22 Defibrillator Maintenance	
To be deferred to the next meeting.	

SL13/27/22 Speeding	
No updates.	
SL14/28/22 Parish Council Committee Reports	
The committee will be writing to a villager who recently trimmed other villagers' verges without permission. It was felt this was not appropriate. JB suggested inviting him to the next meeting. A review of the village verge maintenance policy will take place.	
SL15/29/22 Correspondence	
A letter has been received in relation to the new website asking for clarification as to who is paying for the website. JB has written back to this individual and explained it is the same set up as the previous website. A letter was received about the damaged water tank on the pavilion. PE has agreed to look at this. JB also explained that the correct procedure is to write to the Clerk and report issues.	
SL16/30/22 Meetings	
No items to discuss.	
SL17/31/22 Date of Next Meeting	
6 th July 2022	

There being no further business the meeting closed at 7.55pm.