

WHISSENDINE PARISH COUNCIL

Minutes of Annual Parish Council Meeting held on **Monday 13 May 2024**
held in the Village Hall, Whissendine.

Present.

Mr Will Farr (Acting) Chair
Mrs C Moss, Mrs G Wilkins, Mr T Collins,
Mrs L Arnold, Dr C East, Mr Greenlay.

In attendance

Dr S Lammin (Parish Clerk)
Four members of the public.

Also in attendance

Mr Will Farr, the outgoing Chairman opened the meeting

Meeting started 19.15 hrs.

- 13860** a) Chairman: Mr Kevin Thomas was proposed as Chairman by Mr Farr , seconded by Mrs Moss. There being no other nominations Mr Thomas was declared elected. Before the meeting he had indicated his willingness to accept, if elected, and the Declaration of Office of Chairman will be signed before the next meeting. Mr Farr continued to chair the meeting at the request of those attending.
- b) Vice-Chairman: Mrs Moss was proposed as Vice-Chairman by Mrs Wilkins, seconded by Dr East . There being no other nominations Mrs Moss was declared elected and signed the Declaration of Office of Vice-Chairman. She requested that Mr Farr chair the meeting.

A vote of thanks was AGREED for Mr Farr's Chairmanship since 2008.

- 13861** To take any questions or comments from the public:.

Mr Read regarding: Concern about effective consultation within planning process for 66 houses and the applications recently received to vary certain conditions.

Mrs Read regarding: current operations on the site of 66 houses and lack of environmental awareness apparently exhibited and concern re RCC enforcement via planning regime.

Mr Ian Horn (Sports Club Committee rep) update: Recent fundraising for urgent repairs raised >£10k. Building now water-tight and gable-end rebuilt and re-clad.

- 13862** Apologies for absence: Apologies were received from Mr Thomas (away), and Ms Buckley (work commitments). It was AGREED that the apologies be accepted. Ward Councillor Mrs Rosemary Powell had sent apologies.

- 13863** Declaration of any pecuniary interest in any matter on the agenda: None

- 13864** To review, amend and agree administrative matters:

- a. Review Standing Orders for Whissendine Parish Council – Standing Orders no changes: AGREED
- b. Confirmation of inventory of land and other assets including office equipment: the removal of the Notice Board from the list was AGREED as the Village Hall Committee have assumed responsibility for it.
- c. Review of the Council's Financial Regulations: it was AGREED that no changes required. The 2024 template will be adopted by December 2024.
- d. Review of the annual risk assessment: An additional control regarding signing of bank-statements following reconciliation was AGREED.
- e. Confirmation of arrangements for insurance cover in respect of all insurable risks was AGREED and the new policy authorised.
- f. Review of the Council's subscriptions to other bodies: LRALC AGREED.
- g. Review of the Council's policies, procedures and practices in respect of its obligations

under freedom of information and data protection legislation (*see also standing orders 11, 20 and 21*) were completed and AGREED as requiring no change;

- h. Review of the Council's document retention policy: AGREED unchanged.
- i. Policy for dealing with the press/media. The policy was AGREED unchanged;
- j. Review of the Council's employment policies and procedures and 'Equality and Diversity' Policy. AGREED no change required.
- k. Determining the time of ordinary meetings of the Council up to and including the next annual meeting of the Council. As per Standing Orders: first Monday of the month except- 10 June and 15 July, No meeting in August 2024. Next Annual meeting 12 May 2025.
- l. To review signatories and arrangements for banking mandate and agree any changes: It was AGREED the following changes are required. It was AGREED that Mr Thomas become an additional signatory.

13865 To approve minutes of the meeting held on 8 April 2024: Proposed by Mrs Moss and seconded by Mrs Wilkins. The minutes were AGREED

13866 Report from County Councillor: Mrs Powell had submitted a report which was read out: She and Mrs Moss met with RCC's Head of Planning and a Planning Officer on 1 May 2024 re the Stapleford Rd site for 66 dwellings. Reassurances were provided that on completion there will be a restrictor/hydrobrake to limit surface water outflow from the site to 5l/sec to sewer. The additional issues arising following removal of topsoil from the site were acknowledged. On-going management of the site following sales/occupation was raised as an issue.

13867 Report of meetings attended:

- a) Mrs Moss added to the report of the 1 May 2024 planning meeting: The water retention will need underground tanks to be created. Biodiversity issues were raised including: training of operatives on-site. Issues were: trees by roadway are flooded and ditches full (TPO's on trees), Brindle & Green have hierarchy for treating brash but there are piles of brash on site that may be disturbed without checking for ground-nesting birds/hedgehogs; eastern boundary hedge is earmarked for removal according to on-site operatives but on plans submitted the hedge was to be retained. The planning officer received the information.
- b) Mrs Moss reported on her attendance (via Zoom) at the Rutland Environmental Recovery meeting looking at 'making space for nature': hedge retention, corridors between woodlands, wetland landscapes, etc. There is an associated survey (Minute 13868 below).

13868 To consider response to RCC's Nature Recovery Strategy Survey. It was AGREED that Mrs Moss should complete the survey on behalf of the Parish Council.

13869 Appointments of representatives to outside bodies.

| | |
|-----------------------|--|
| Representatives - | Parish Forum: Dr East and Mrs Arnold |
| Community Positions - | Village Hall Committee: Mrs Moss and Mr Farr WEG: Mrs Moss and Mr Greenlay Sports Club Liaison: Mr Collins Grapevine Group: Mrs Moss Tree Champion: Mrs Moss |
| Responsibilities - | Tree warden and fences: Mr Greenlay Play Area: Dr East |

13870 Planning matters

- a. To consider plans received since 8 April 2024, including:
2024/0520/FUL Clover Ho. West Fm., Stapleford Rd- single storey rear extension:
No comments offered.

2024/0276/RES s73 application to vary condition 2 of **2023/0271/RES** Land South of Stapleford Rd. – Note: condition 3 and 4 variations added at end. Conditions 3 and 4 the agreement for signoff was before work commenced they want it changed to sign-off prior to first occupation. The Parish Council has concerns about delayed sign off due to the practices currently observed on-site which are contrary to the recommendations of Mssrs Brindle and Green. There is concern that unnecessary damage may be allowed to accrue.

- b. Planning updates received:
 - 2024/0280/DIS Discharge of Condition 1: external facing and roofing materials
 - 2024/0309/DIS Discharge of Condition 15: Land drainage: flow rate to sewer 5.0l/s

13871 Any issues requiring attention on The Banks, Village Green etc.: None

13872 Highways and village maintenance matters for report and to agree any necessary action: The gully in Station Road not repairable. New capital project bid required by RCC.

13873 Financial Business

- a. To receive the report of the Internal Auditor on actions in 2023-24 and consider any recommendations. Auditor’s report circulated. No actions recommended. It was AGREED to note.
- b. Completion of the Annual Governance Statement: The reporting requirements of the external auditor were considered point by point. It was AGREED that positive confirmation could be given on each point including point 3 [The external auditor had required the transcription error in the minute reference on the 2022-23 AGS should be considered at this point: proper practices were observed and the error had no financial effect at all.] It was AGREED the Annual Governance Statement should be approved. The Annual Governance and Accountability Return 2023/24 Part 3, (page 4 of 6) was duly signed by the acting Chairman and by the Clerk. The Accounting Statements for 2023-24 (page 5 of 6) had already been signed by the Clerk (8 April 2024) and were AGREED and duly signed by the acting Chairman. The dates for public examination of the records AGREED as 3 June to 12 July 2024.
- c. To approve the use of BACS payments, within the constraints of the Council’s Financial Regulations. The continued use of BACS was AGREED
- d. To receive the financial report for May 2024: As of 30 April 2024 there was £31607.83 in the current account. £412 has been paid into the account, which arises from the dissolution of ‘Whissendine Neighbourhood Watch’ (Whissendine PC provided the start-up grant). £8 will be deducted for bank charges on 21/5/2024.
- e. To consider invoices received since 8 April 2024 and approve payments, as appropriate.

| | |
|--|-----------|
| Village Caretaking (Mar remainder & Apr nominal) | £ 59.70 |
| Councillor Training (24/3/24) | £ 35.00 |
| Q3 2023/4 Payroll (RCC invoice) | £ 2326.14 |
| Annual Insurance (inc. employers liability) | £ 788.39 |
| Banks maintenance (Apr 2024) | £ 216.00 |
- f. To receive details of the s137 spending limit for 2024-25: the limit for this year is £10.81 per capita = £11037.01.
- g. To consider grant requests from:
 - i. Citizens’ Advice Rutland – no specific sum suggested. It was AGREED £220 be awarded.
 - ii. St Andrew’s PCC: - £1000 towards upkeep of old burial ground AGREED.

13874 Correspondence:

- 9/4/2024 email from resident (JD) re field adj Stapleford Rd 66 houses site
- 9/4/2024 email from Sports and Community Club (IH) their meetings 2nd Monday each month
- 11/4/2024 email from resident re ‘causes’ of flooding in Whissendine (Ward Cllr copy)
- 11/4/2024 email from Ward Cllr: ? street-lights (RCC matter), ? waste bin (advice given)
- 11/4/2024 email notification RCC Nature Recovery Strategy
- 17/4/2024 email from AO confirming removal of Village Pump for refurbishment

18/4/2024 email RCC confirming 1-day TRO Stapleford Rd 24/5/2024
20/4/2024 email from KT confirming MP's summit and issue re Small Authority AGAR Limit
23/4/2024 email from Morengo Communication for RWE Solar looking at potential solar farm in Parish
30/4/2024 email RCC D79 Footpath Diversion Order
30/4/2024 Internal audit report, by email
3/5/2024 email from Trent Rivers Trust re designs for scheme on Banks by June
5/5/2024 email from resident (J&CR) re MP's reply as transport funding bus route not thru Whissendine
8/5/2024 email from resident (AB) re parking for school visitors (advice given & referred to RCC)
8/5/2024 email from Somerby PC re possible solar farm
13/5/2024 email from Ward Councillor: gully corner Station Road unrepairable: collapsed, crosses private land.

Meeting closed 20.25hrs.

Agendas and associated papers and minutes of previous meetings are available at whissendine.net. Any member of the public may view copies of letters and documents held by the parish council by arrangement with the Clerk: whisspcclerk@gmail.com