

**Minutes of Barleythorpe Parish Council Meeting  
Held on Thursday 31<sup>st</sup> January 2019  
At Rutland Community Hub**

Attendance	<p>Cllr. Christopher Marsland - Chairman Cllr. David Blanksby Cllr. Peter Goodwin Cllr. David Jones Cllr. Susan Percival Cllr. Malcolm Phillips Cllr. Sue Webb</p> <p>Helen Duckering – clerk</p> <p>6 members of the public</p>	
Apologies	Cllr. Alan Westlake	
Item 1	<b>The meeting opened at 7.00pm</b>	Actions
2	<p><b>Declaration of member's interests</b></p> <p>None</p>	
3	<p><b>Minutes of the last meeting 28<sup>th</sup> November 2018</b></p> <p>The minutes were approved and signed by the Chairman.</p> <p>Proposed Cllr. Blanksby Seconded Cllr. Goodwin All in favour</p>	
4	<p><b>Public participation</b></p> <ul style="list-style-type: none"> <li>• The speed of traffic along Main Road was highlighted. Traffic calming measures to be undertaken by RCC were discussed later in the meeting.</li> <li>• Rubbish along Bosal Way is becoming an issue. It is thought that much of this resulted from contractors working on the new McCalte factory. A solution will be sought.</li> </ul>	
5	<p><b>Clerk's report</b></p> <ul style="list-style-type: none"> <li>• Confirmation of the final schedule for elections is awaited.</li> <li>• RCC Snow Warden Scheme - nomination forms and information packs are now available.</li> <li>• Prospective Councillor event – to be held at RCC 13<sup>th</sup> February 7pm.</li> <li>• A deposit account for the Parish Council's CIL payments has been opened and the money received transferred.</li> </ul> <p><b>Correspondence</b></p> <ul style="list-style-type: none"> <li>• Letter of resignation from Cllr. Plummer. The vacancy has been advertised as per statutory requirements and the council is now able to co-opt a new Parish Councillor.</li> </ul>	

6	<p><b>Update on postboxes</b></p> <p>The Chairman confirmed that due to the lack of action by the local Royal Mail office to install two postboxes in Barleythorpe, the Royal Mail Head Quarters had been contacted. Correspondence now received from the Senior Public Affairs Manager confirms that one postbox will be installed in the next 12-16 weeks within the Larkfleet development. The Parish Council is seeking to clarify the exact location. Royal Mail have confirmed that a second postbox will not be installed on Buttercross due to already meeting Ofcom requirements on the proximity of households to a postbox. This requirement is met by the postbox on Main Road Barleythorpe at the Pasture Lane junction.</p>	
7	<p><b>Co-option on Parish Councillor</b></p> <p>It was proposed that David Jones be co-opted to the Parish Council.  Proposed Cllr. Blanksby  Seconded Cllr Phillips  All in favour</p> <p>Cllr. Jones signed a Declaration of Acceptance of Office.</p>	

8	<p><b>Review of adoption of Code of Conduct</b></p> <p>Following a review of the Code of Conduct it was proposed that the code continue to be adopted.</p> <p>Proposed Cllr. Goodwin  Seconded Cllr. Webb  All in favour</p>	
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9	<p><b>Application for parking restrictions on Maresfield Road</b></p> <p>Further to a meeting with RCC Highways and Parking in March 2018 and the continued concern raised by some residents regarding dangerous parking on Maresfield Road, including an increase in reports to RCC, it was proposed that an application be made to RCC to place double yellow lines along a section of Maresfield Road on all bends and opposite junctions as per the Highway Code. Further consideration, in consultation with RCC Highways, would be given to making a 'pull in' area to assist passing cars as well as allowing some parking.</p> <p>Proposed Cllr. Blanksby  Seconded Cllr. Goodwin</p> <p>6 in favour  2 abstentions</p>	
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10	<p><b>Parish development and CIL monies.</b></p> <p>The Parish Council is currently in receipt of £97816.64 of Community Infrastructure Levy money. It is being attempted to ascertain from RCC what, if any, further money may be due.</p> <p>Possible projects for the money to contribute to were discussed, including the possibility for a multi-use community centre. The Parish Council will continue to consider alternative options. The requirement to spend funds within five years, or risk claw back, needs to be borne in mind.</p>	
11	<p><b>Report on St George's Barracks Development</b></p> <p>Cllr. Marsland reported that it is understood the current proposal for St George's Barracks Development is 2250 dwellings. RCC have approved the making of an application for infrastructure funding.</p>	
12	<p><b>Parish Council response to Local Transport Plan</b></p> <p>Cllr. Webb confirmed that a response to the consultation on the 4<sup>th</sup> Local Transport Plan has been submitted on behalf of Barleythorpe Parish Council. Cllr. Webb reported on the key areas of the consultation including parking provision, preserving the rural nature of Rutland, the development of Oakham town centre and the provision of sustainable transport solutions.</p>	
13	<p><b>Oakham &amp; Barleythorpe Neighbourhood Plan progress report</b></p> <p>Cllr. Marsland summarised the process for consultation and the finalisation of the Oakham and Barleythorpe Neighbourhood Plan. If passed, the Neighbourhood Plan will become a material consideration in relation to planning applications submitted for the area.</p> <p>Key points in the draft include:</p> <ul style="list-style-type: none"> <li>• Improving Oakham town centre parking and facilities</li> <li>• Housing developments being limited to a maximum of 20 dwellings</li> <li>• Developments to include a mix of property types, including bungalows, affordable housing etc.</li> <li>• Protection of green open spaces and views</li> <li>• Reconsideration being given to the use of allocated employment land if employment use has not been taken up with 12 months.</li> <li>• Community facilities – school, healthcare, community halls</li> <li>• Consultation by RCC with Oakham Town Council and Barleythorpe Parish Council on how CIL money retained by RCC is spent.</li> <li>• Parking and road widths.</li> </ul>	
14	<p><b>Matters arising from meeting with Larkfleet Homes</b></p> <p>It was confirmed that the Parish Council had met with Larkfleet Homes on 23<sup>rd</sup> January. Completion of outstanding items continues to progress. The minutes of this meeting are attached appendix 1.</p>	
15	<p><b>Report on vision for allotments on new development</b></p> <p>Cllr. Webb confirmed that the allotments are currently 90% occupied with plots available. Regular activities are planned to encourage use by experienced gardeners and newcomers alike.</p>	

16	<p><b>To consider grant to 1<sup>st</sup> Barleythorpe Brownies</b></p> <p>Further to a grant application by 1<sup>st</sup> Barleythorpe Brownies, supported by the Girl Guiding Commissioner's letter, it was proposed that a grant of £1000 be made.  Proposed Cllr. Goodwin  Seconded Cllr. Percival  All in favour.</p>
17	<p><b>Communication</b></p> <p>It was confirmed that Cllr. Jones has taken over responsibility for the distribution and management of the Barleythorpe Community News. It was agreed that Cllr Jones would make recommendations at the next council meeting on suggestions to strengthen GDPR compliance and streamline the delivery of the BCN.</p>
18	<p><b>Finance</b></p> <p>The current financial statement and bank reconciliations were circulated, appendix 2,3,4 &amp; 5 attached, and these were approved.  Proposed Cllr. Percival  Seconded Cllr Phillips  All in favour</p> <p>Renewal of Parish Insurance  It was proposed that the Parish Insurance policy as recommended by Came &amp; Co at an annual premium of £470 be renewed.  Proposed Cllr. Percival  Seconded Cllr. Blanksby  All in favour</p>
19	<p><b>Planning</b></p> <p><b>Application 2018/1285/PTA Land South of Wheatfield Way</b>  Group G1 - Mixed species - tip back crowns to allow 2m separation between trees and build line. – Application withdrawn</p>
20	<p><b>Report from Environment Working Group</b></p> <p>No report at the current time.</p>
21	<p><b>Report from Parish Development and Special Tasks Working Group</b></p> <p>Further to the recent survey of residents, and subsequent research conducted by Cllr. Percival, it is agreed that there is a desire to have more seating for community use. Having sought permission from Larkfleet Homes, it was proposed that 3 benches be installed at the play area by Paddock Avenue, the path by Grooms Close and the central area of Linear Park at a cost of £2037.60 plus fitting. The benches will then be donated to the community as part of the open spaces.</p> <p>Proposed Cllr. Blanksby  Seconded Cllr. Phillips  All in favour</p>

22	<p><b>Reports from Councillors on areas of Special Interest</b></p> <p>Roads:</p> <ul style="list-style-type: none"> <li>• Cllr Marsland reported that the lighting on the pedestrian crossing on Main Road has been completed.</li> <li>• Designs for the crossing between Buttercross Park and Catmose College have been finalised. A contractor to complete the work is now being sought.</li> </ul> <p>Speed measures:</p> <ul style="list-style-type: none"> <li>• RCC have agreed a scheme to reduce the speed of traffic along Main Road. A feasibility study concluded that the installed crossing had reduced traffic speed. Chicanes were considered, but rejected. The following work will commence shortly: <ol style="list-style-type: none"> <li>1. The erection of a larger Barleythorpe village sign including 30mph roundel. North end.</li> <li>2. Installation of a High Friction Surface in an imprinted brick design, located away from properties close to the new sign.</li> <li>3. Further HFS with SLOW marking in 3 more locations.</li> <li>4. Narrowing of the road to 6metres at the South end.</li> </ol> </li> </ul> <p>The effectiveness of these measures will be monitored.</p> <ul style="list-style-type: none"> <li>• The reduction of the speed limit to 30mph along the length of Main Road from the bypass roundabout to Oakham is still under consideration. It is, however, unlikely to be approved.</li> <li>• The need for a crossing for pedestrians to cross the bypass when walking from Barleythorpe to Langham and the return has been considered. An application to RCC for a further assessment of this scheme will be considered.</li> <li>• Cllr. Westlake has agreed to take the lead on parking and road matter in future.</li> </ul> <p>School:</p> <p>An initial meeting of volunteers to form a primary school pressure group has taken place. The headteacher of Catmose Primary has expressed an interest in meeting with Cllr. Marsland and the principal of Catmose College.</p>	
23	<p><b>Date of Annual Parish Meeting</b></p> <p>The Annual Parish Meeting will take place on Wednesday 13<sup>th</sup> March 7-9pm Conference Room, Rutland Community Hub.</p> <p><b>The next meeting will be held on Thursday 28<sup>th</sup> March 7.00pm</b></p> <p><b>The meeting closed at 9pm</b></p>	

## Appendix 1

### Minutes of meeting between representatives of Larkfleet Homes and Barleythorpe Parish Council

23<sup>rd</sup> January 2019

Dan Endersby – Technical Director, Larkfleet Homes (DE)

Mark Mann – Planning Director, Larkfleet Homes (MM)

Christopher Marsland – Chairman, Barleythorpe Parish Council (CM)

David Blanksby – Barleythorpe Parish Council (DB)

Sue Webb – Barleythorpe Parish Council (SW)

Helen Duckering – Clerk, Barleythorpe Parish Council

- Linear Park – the area between the pond and the cyclepath has been treated and seeded. The wildflower area at the rear of Horseshoe Close is to be re-established using plugs. Arrangements for the lighting on the cycleway route between Linear Park and Buttercross are being finalised.
- Buttercross Park – Hard surfacing will be completed by end of January. Play equipment installation and landscaping due to commence in February. Play areas should be available to use by March. Further seeding, landscaping and planting will then take place such that grassed areas should be available for use in the summer.
- Bellway area park – hedgerow is finished and area seeded and growing. An entrance to the park from Main Road needs to be installed.
- The detailed plan of land ownership is now with the land registry. A copy will be forwarded to Barleythorpe Parish Council. It will be necessary for BPC to discuss areas of responsibility with RCC particularly the boundary hedges and trees on the Barleythorpe main road. The completed plan should hopefully clarify the 'grey areas' raised by residents and the Parish Council. Procedures are underway to hand over the legal title of the parks and open spaces to the Oakham Heights Residents Management Company Ltd prior to handover.
- Application to build 161 houses – the refusal of the application is not being appealed. A revised, outline application, for a reduced number of houses may be submitted. There is potential for an office unit to be built adjacent to the new McCalte factory.
- Oakham and Barleythorpe Neighbourhood Plan – It was confirmed that this is in the final stages. Potentially the assertion that land not taken up for employment purposes would be suitable for residential building will be included.
- Streetlights – Streetlight faults reported 6 weeks ago are still not fixed. DE confirmed that a new cable is required for the lights on Hackamore Way and should be completed by 1<sup>st</sup> February. Repairs to lights on Maresfield Road will be chased up. DE confirmed that all lighting in Phase 10 (Buttercross) will be completed by 4<sup>th</sup> February as per drawings.
- Pavements and roads – The top end of Stud Road up to Maresfield Road will be finished during February. Hackamore Way – the trip hazards along Hackamore Way to Lands End Way were highlighted. It was confirmed that prices for surfacing are being obtained. The ramp in Hackamore Way near Aldi was highlighted and hopefully it will be feathered more to allay concerns of residents when the pavements are being completed.

- Stud Road Buttercross– it was confirmed that all pavements will be finished in February, with the exception of the non-built area. The road however will not be top surfaced whilst construction work is in progress' DE confirmed that he would address the problem of site traffic using Stud Road through Leighfield Park with the site managers.
- Maresfield Road commercial area bend.– the pedestrian ramps installed by Cleggs were highlighted as dangerous. It was confirmed the RCC Highways had also asked that this be addressed and that they are being made good by Cleggs. A request for temporary tarmac to be put down on the verges at the temporary pedestrian crossing point was made because of the mud.
- Parking on Maresfield Road – contractors working in this area have been parking on the road and not using the allocated parking. This will be addressed with the site manager.
- Community Centre – an idea for a potential future project for a community centre in Barleythorpe was discussed.
- Barleythorpe Main Road crossing – prices are being obtained from contractors and the installation will be undertaken when finalised.
- Representative group of residents for open spaces – (DE) it is intended that final tidy up work will be completed and scheduled works finished (February) and then a walk around, with a group of residents drawn from all areas of Oakham Heights, will be undertaken to identify final finishing details.

The financial year is divided into six two-month periods.

CURRENT PERIOD:		5	
INCOME		2018-19	Year to date:
	Precept:	19,785.00	19,785.00
	Sundries:		
	VAT		545.80
	Section 106		52,745.30
	Interest		11.09
	<b>TOTAL:</b>	<b>19,785.00</b>	<b>73,087.19</b>
<b>EXPENSES:</b>			
	Clerk's Salary:	8,800.00	7,333.33
	Clerk's Expenses:	1,000.00	833.33
	NI contributions	70.00	58.33
	Street Lights:	10.00	8.33
	Grounds & Open Space:		
	Audit costs:	300.00	250.00
	Room hire	250.00	208.33
	Noticeboards		
	Subscriptions	355.00	295.83
	Website	200.00	166.67
	general budget	6,000.00	5,000.00
	Insurance	200.00	166.67
	VAT		90.84
	Election costs:	2,600.00	2,166.67
	Sundries		111.74
	<b>TOTAL:</b>	<b>19,785.00</b>	<b>16,487.50</b>
<b>OVERALL SURPLUS/DEFICIT:</b>		<b>-16,487.50</b>	<b>63,016.74</b>
	Current a/c: at 1 Apr 2018:	49,780.29	
	Adjustments:		
	2018/19 opening balance:	49,780.29	
	Income to date:	73,087.19	
	Expenditure to date:	9,600.45	
	Surplus/deficit to date:	63,486.74	
	Bank balance at period end:		<u>113,267.03</u>
	Account balances:		
	Current a/c 27/01/19	£15,439.30	
	Deposit a/c 27/01/19	£97,827.73	
	<b>Total</b>	<u>£113,267.03</u>	



Balance as per bank statement 27th December  
2018 :£

**£16,227.63**

Unpresented Presented

Expenditure

		Payment No.	Unpresented	Presented
03/12/18	ICO	DD		35.00
03/12/18	VAR - room hire	IB32/18		24.00
04/12/18	Trf.to deposit account	TRF		52745.30
04/12/18	Trf.to deposit acc.	TRF		45071.34
13/12/18	H Duckering - clerk's salary and expenses	IB30/18		723.97
15/12/18	HMRC	IB31/18		63.16

**£98,662.77**

Receipts

04/12/18 RCC - CIL monies

£52,745.30

**£52,745.30**

Balance as per account

£16,227.63

Less unpresented credits

Plus unpresented cheques

£16,227.63

Balance as per bank statement 27th January 2019:			<b>£15,439.30</b>	
		Payment No.	Unpresented	Presented
Expenditure				
09/01/19	1 and 1 Internet - BCN web hosting	DD		1.20
15/01/19	H Duckering - clerk's salary and expenses	IB33/18		724.17
15/01/19	HMRC	IB34/18		62.96
				<u><b>788.33</b></u>
Receipts				
				<u><u>          </u></u>
Balance as per account			£15,439.30	
Less unrepresented credits				
Plus unrepresented cheques			<u><u>          </u></u>	
			<u><b>£15,439.30</b></u>	

Appendix 4

Balance as per bank statement 27th December 2018: £		<b>£97,827.73</b>	
<b>Deposit a/c</b>	Payment		
Expenditure	No.	Unpresented	Presented
			<hr/>
			<hr/> <hr/>
Receipts			
04/12/18			
	Trf. from current account		£52,745.30
04/12/18			
	Trf. from current account		£45,071.34
27/12/18	Interest		£11.09
			<hr/>
			<b>£97,827.73</b>
			<hr/> <hr/>
Balance as per account		£97,827.73	
Less unpresented credits			
Plus unpresented cheques			
		<hr/>	
		<b>£97,827.73</b>	
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Appendix 5