

**Minutes of Barleythorpe Parish Council Meeting
Held on Thursday 16th May 2019
At Rutland Community Hub**

Attendance	Cllr. Christopher Marsland - Chairman Cllr. David Jones Cllr. Susan Percival Cllr. Malcolm Phillips Cllr. Peter Goodwin Cllr. Brian Browne C.Cllr. Sue Webb Helen Duckering – clerk 1 member of the public	
Apologies	Cllr. David Gordon	
Item 2019.1	The meeting opened at 7.00pm	Actions
2019.2	Election of Chairman and Vice Chairman It was proposed that Christopher Marsland be elected Chairman All in favour It was proposed that Malcolm Phillips be elected as Vice Chairman All in favour	
2019.3	To receive Councillor's Declaration of Acceptance of Office and Registers of Member's Interests These were signed.	
2019.4	To receive declarations of member's interests and requests for dispensations. None	
2019.5	To approve the minutes of the meeting held on 28th March 2019 These were approved and signed by the Chairman.	
2019.6	Public participation Questions were raised as to the frequency of Parish Council meetings, the availability of Parish Council meeting minutes and communication with the Parish. It was confirmed that the draft minutes are published on the Parish Council website approximately one week after the meeting. The Barleythorpe Community News is used to inform residents and is also available for residents to make their community aware of events, groups etc.	
2019.7	Ward Councillor County Councillor Sue Webb confirmed sitting on the Rutland County Council Children and Young People's Scrutiny Committee and the Conduct Committee.	

2019.8	<p>Appointment of Committees</p> <p>Planning Committee:</p> <p>It was proposed that Cllr. Westlake be elected as Chairman of the Planning Committee. All in favour</p> <p>It was proposed that Cllr. Jones be elected to the Planning Committee. All in favour</p> <p>It was proposed that Cllr. Goodwin be elected to the Planning Committee. All in favour.</p> <p>It was proposed that the Planning Committee Terms of Reference be adopted. All in favour.</p> <p>Environment Working Group:</p> <p>It was proposed that Cllr. Gordon be elected as Chairman of the Environment Working Group. All in favour</p> <p>It was proposed that Cllr. Phillips be elected to the Environment Working Group. All in favour.</p> <p>It was proposed that Cllr. Jones be elected to the Environment Working Group. All in favour.</p> <p>It was proposed that the Environment Working Group Terms of Reference be adopted. All in favour.</p> <p>Parish Development and Special Tasks Working Group:</p> <p>It was proposed that Cllr. Percival be elected as Chairman of the PDSDWG. All in favour.</p> <p>It was proposed that Cllr. Browne be elected to the PDSTWG. All in favour.</p> <p>It was proposed that Cllr. Jones be elected to the PDSTWG. All in favour.</p> <p>It was proposed that the PDSTWG Terms of Reference be adopted. All in favour.</p> <p>It was agreed that Cllr. Westlake would continue to take responsibility for Highways and traffic issues.</p>	
--------	--	--

2019.9	<p>Adoption of Policies</p> <p>It was proposed that the Standing Orders be adopted. All in favour</p>	
--------	--	--

	<p>It was proposed that the Financial Regulations be adopted. All in favour.</p> <p>It was proposed that the Code of Conduct be adopted. All in favour.</p>	
--	---	--

2019.10	<p>To approve the renewal of LRALC annual membership and to nominate an attendee to LRALC AGM 15th June 2019.</p> <p>It was proposed that the annual membership of LRALC be renewed at a cost of £388.59. All in favour.</p> <p>No councillor is available to attend the LRALC AGM on 15th June and as such, Barleythorpe Parish Council will not send a representative.</p>	
2019.11	<p>Councillor training</p> <p>It was agreed that Cllrs. Browne and Phillips would attend Councillor Training on 10th June.</p> <p>It was agreed that Cllr. Jones would attend Planning Training on 30th September.</p>	
2019.12	<p>Clerk's report</p> <ul style="list-style-type: none"> • The clerk confirmed that Parish Councils are no longer required to be registered with the Information Commissioner's Office. • The clerk confirmed receipt of a request from C.Cllr. Ainsley for Barleythorpe Parish Council to make an application to RCC to install a pedestrian crossing to VAR. Oakham Town Council are intending to make the same application. It was agreed that the requirement for a pedestrian crossing at this location was not necessary, however, the provision of dropped kerbs would be useful. It was further agreed that the issue would be passed to Cllr. Westlake to consider with the assistance of Cllr. Phillips. 	

2019.13	<p>Communication</p> <p>Cllr. Jones confirmed having changed the software used to distribute Barleythorpe Community News to successfully allow a better level of receipt.</p> <p>Communication between the Parish Council and Barleythorpe Parish was discussed. It was agreed that Cllrs. Browne and Jones would discuss ways in which communication can be improved, including the use of social media, and will report back at a future meeting.</p> <p>It was suggested that a rota of Parish Councillors to write the entries for Barleythorpe Community News be introduced. This will be considered at a future meeting.</p>	
2019.14	<p>Expression of interest in Oakham Town Council Project Board</p> <p>Cllr. Browne volunteered to attend the meetings of the Oakham Town Council Project Board and this was agreed.</p>	

2019.15	<p>Report on meeting at RCC with Larkfleet Homes</p> <p>A meeting, arranged by RCC, with representatives from Larkfleet, RCC and the Parish Council was held on 23rd April. Larkfleet was represented by their Technical Director and Land Acquisition Director. The Parish Council put emphasis on the joint responsibility of Larkfleet and RCC to ensure the interests of residents are considered and acted upon during such long-term development; a more proactive approach being required.</p> <p>The greatest concerns being finishing roads, pavements and lighting in a timely manner and to pre adoption standards so as to address safety and aesthetic issues.</p> <p>Actions:</p> <ol style="list-style-type: none"> 1. Larkfleet has agreed an on going programme of work with RCC Highways to take place over the next eight weeks. This includes finishing Maresfield Road, apart from the section on the bend by the new commercial units and care home under construction and the top end of Stud Road. Hackamore Way roadway will not be completed until construction work in the commercial area is completed. The footpath on Hackamore Way will be completed, as will the one running alongside the office park/Mecc Alte factory. Outstanding lighting faults will be rectified. Lighting is still to be installed on the cycleway along the new allotments. Larkfleet confirmed that they have dismissed the existing contractors and engaged new ones to undertake the work. 2. A more proactive approach will be taken by Larkfleet to maintain the undeveloped commercial land in a tidy state. 3. Work to complete the Buttercross Park and Linear Park areas is on going, planned completion being June/July. 4. The crossing on the Barleythorpe Road to Catmose College will be completed before the new school year. No date has yet been given for completing the crossing on the bypass to the Rugby Club. 5. RCC Highways to send regular programme updates to the Parish Council so residents can be kept informed. 	
---------	--	--

2019.16	<p>Parking and Crossings</p> <p>Receipt of a letter from Langham Parish Council, supporting Barleythorpe Parish Council's application to Rutland County Council to install a pedestrian crossing on Burley Park Way was acknowledged.</p> <p>It was reported that the pedestrian crossing between Buttercross Park and Catmose College would be operational by the new school year.</p>	
2019.17	<p>Finance</p> <ol style="list-style-type: none"> a) The current financial position was circulated 2019.21 below, and this was approved. b) The following payments were approved: LRALC £388.59 Broxap £2037.60 c) The Annual Governance Statement 2018/19 was approved and signed by the Chairman. d) The Accounting Statement 2018/19 was approved and signed by the Chairman. e) The asset register was approved. 	

	<p>f) The Notice of Public Rights was approved. All in favour</p> <p>All documents relating to the Annual Audit will be published on the Barleythorpe Parish Council website www.barleythorpe-parish-council.org</p>	
2019.18	<p>Planning</p> <p>Applications received for comment since last meeting:</p> <p>2019/0264/FUL Oakham Rugby Club, Rutland Showground – Construction of car park area. No objections. Recommend Approval. Granted by Rutland County Council 02/05/19</p> <p>2019/0166/FUL 6 Paddock Avenue, Barleythorpe - Single storey rear extension and 2-storey side extension to provide utility, lounge and master bedroom with ensuite. No objections. Recommend Approval. RCC decision awaited.</p> <p>McDonalds consultation 22nd May:</p> <p>It was confirmed that Barleythorpe Parish Council is aware of the consultation by McDonalds. There is at present no formal planning application. If one is made in the future, the Parish Council will consider the merits of the application at that time. Individuals are able to make comments on a planning application. Barleythorpe Parish Council will advise the community should a formal application be made.</p>	
2019.19	<p>Report from Environment Committee</p> <p>Cllr. Phillips reported that surveys with community volunteers would be conducted by the Sustainable Land Trust on Mondays until August.</p> <p>Concern has been raised by allotment holders regarding possible airborne contamination. A meeting between the Chairman of the Allotment Society and Rutland County Council has been arranged to investigate.</p>	
2019.20	<p>Report from Parish Development and Special Tasks Working Group</p> <p>Cllr. Percival reported that the 3 benches are due to be delivered and fitted by 11th June.</p> <p>Next meeting 25th July 7pm</p> <p>The meeting closed at 9pm</p>	

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

CURRENT PERIOD:		1	
INCOME		2019-20	Year to date:
	Precept:	13,195.00	13,195.00
	Sundries:		
	VAT		
	Section 106		
	Interest		16.63
	TOTAL:	13,195.00	13,211.63
EXPENSES:			
	Clerk's Salary:	9,000.00	1,500.00
	Clerk's Expenses:	1,000.00	166.67
	NI contributions	70.00	11.67
	Street Lights:	20.00	3.33
	Audit costs:	350.00	58.33
	Room hire	250.00	41.67
	Subscriptions	385.00	64.17
	Website	200.00	33.33
	general budget	1,000.00	166.67
	Insurance	500.00	83.33
	VAT		
	Election costs:	420.00	70.00
	Sundries		
	TOTAL:	13,195.00	2,199.17
OVERALL SURPLUS/DEFICIT:		-2,199.17	12,215.80

Current a/c: at 1 Apr 2019:	11,123.69
Deposit a/c: at 1 Apr 2019:	97,874.80
Adjustments:	
2018/19 opening balance:	<u>108,998.49</u>
Income to date:	13,211.63
Expenditure to date:	<u>995.83</u>
Surplus/deficit to date:	12,215.80
Bank balance at period end:	<u><u>121,214.29</u></u>

