

**Minutes of BAINTON & ASHTON ANNUAL PARISH COUNCIL MEETING**  
**on Monday 2<sup>nd</sup> September 2024 at 8pm in the Reading Room, Bainton.**

Present: Councillors Mr W Gibson, Mr M Lucas (Vice Chairman), Ms S Lucas (Chairman) and Mr S Taylor.  
 Clerk; Miss J Rice  
 Members of the public; 2 from the Traffic Working Group

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| <b>24/38</b> | <b>SIGN DECLARATIONS OF ACCEPTANCE</b>                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|              | New Councillors to sign their declarations. These were signed. The new Councillors were welcomed to their first meeting.                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>24/39</b> | <b>APOLOGIES FOR ABSENCE</b>                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|              | To receive and note apologies received by the Clerk. There were apologies for absence from Ward and City Cllr Walsh, sent via a Councillor to the meeting.                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>24/40</b> | <b>DECLARATIONS OF INTEREST</b>                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|              | To receive all declarations of interest under the Council's Code of Conduct related to business on the agenda. (Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business). There were no declarations of interest made. |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>23/41</b> | <b>PUBLIC PARTICIPATION</b>                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|              | Arrangements will be made for the public to join the meeting. A maximum of 15 minutes will be permitted for members of the public to address the meeting on any item on the agenda. It was agreed to move the item 45.3 to the first item of the meeting.                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>24/42</b> | <b>MINUTES OF THE LAST MEETING (previously circulated)</b>                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|              | To agree the minutes of the last meeting on 27 <sup>th</sup> June 2024 are a true record. Minutes to be signed by the Chairman. The minutes were agreed as a true record and duly signed by the Chairman.                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>24/43</b> | <b>GOVERNANCE AND FINANCE</b>                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|              | <b>43.1</b>                                                                                                                                                                                                                                                                                                                                                                                                                | <b>C/F To receive, review and adopt the NALC revised Financial Regulations, circulated.</b><br>These were adopted.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|              | <b>43.2</b>                                                                                                                                                                                                                                                                                                                                                                                                                | <b>To receive and discuss finance report until end of July 2024, herewith, for any financial decisions and discuss initial wish list for budget for 25/26.</b><br>The Clerk had circulated the latest figures to end of August and gave a brief summary. The basic budget being slightly underspent at present and the projects budget underspent due to the Sheepwash project delays and traffic group waiting for outcome of consultation. It was noted that the allotment rent is due to increase if agreed and the asset maintenance budget is well underspent at present and could be used for the play area clean if needed. The bank balance of 14.9k was noted and 6.3k precept is due to be paid this month. Taking account of earmarked expenditure and reserves, leaves around 7k general reserves. |
|              | <b>43.3</b>                                                                                                                                                                                                                                                                                                                                                                                                                | <b>To agree new bank signatories and instigate/update forms.</b><br>The forms are being processed. <b>Action Clerk/signatories</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|              | <b>43.4</b>                                                                                                                                                                                                                                                                                                                                                                                                                | <b>To agree any new dates and costs for training required for Councillors, including carbon literacy.</b><br>New Councillor training dates will be circulated when available. <b>Action Clerk</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|              | <b>43.5</b>                                                                                                                                                                                                                                                                                                                                                                                                                | <b>To agree a new list of responsibilities for Cllrs, herewith.</b> This will be carried forward due to new Councillors.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|              | <b>43.6</b>                                                                                                                                                                                                                                                                                                                                                                                                                | <b>To note Community Leadership Fund payments and status report/action required, information circulated, plus new application for bench processed.</b><br>It was noted that an application for a grant for a new bench has been approved. The £500 received for planting in Ashton needs to be actioned/spent and this will be arranged. <b>Action NRG/Clerk</b>                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|              | <b>43.7</b>                                                                                                                                                                                                                                                                                                                                                                                                                | <b>To receive any applications for co-option to Parish Cllrs vacancy and resolve further action.</b> There were no new applications.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|              | <b>43.8</b>                                                                                                                                                                                                                                                                                                                                                                                                                | <b>To receive feedback from meeting re amalgamation of Parish Councils and agree next steps.</b><br>Feedback from the meeting was received and noted. It is possible to amalgamate although not                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

Signed by Chairman \_\_\_\_\_ Date \_\_\_\_\_

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|              |                                                                                                | always straightforward. Grouping of smaller councils is the best way, if the councils and the electorate agree. A joint meeting will be needed to agree a name, the joint assets, numbers of councillors/clerk and precepts/budgets. It goes to the Secretary of State so not a short process. It was agreed to pass on the information to other councils in similar position and keep in touch/go to meeting to encourage with the positives of being prepared for a possible lack of councillors, no council and an emergency situation. It was further agreed to also do a councillor recruitment drive with an open evening to target residents. <b>Action Clerk</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |
|              | <b>43.9</b>                                                                                    | <b>To note CAPALC conference date of 20/9/24 and agree attendance.</b> It was agreed Cllr S Lucas can go. <b>Action Clerk</b> to book.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |
|              | <b>43.10</b>                                                                                   | <b>To decide future meeting dates.</b> The next meeting was agreed as Thursday 7/11/24 at 8pm and others will be flexible according to availability to be quorate. A preparatory budget meeting was also agreed as 18/10/24 at 1pm.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |
|              | <b>43.11</b>                                                                                   | <b>To agree agreement of terms with internal auditor for year 24/25.</b> This was agreed and signed. <b>Action Clerk to send</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| <b>24/44</b> | <b>REPORT FROM WARD COUNCILLOR IRENE WALSH.</b> Cllr Walsh was not present and sent no report. |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |
| <b>24/45</b> | <b>PARISH PROJECTS</b>                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |
|              | <b>45.1</b>                                                                                    | <b>To receive and note revised terms of reference from the Nature Recovery Working Group and agree, circulated.</b> The amended terms were agreed and will be circulated. <b>Action Clerk</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |
|              | <b>45.2</b>                                                                                    | <b>To receive update from Nature Recovery Group (circulated) and agree action and any expenditure from budget, including cutting of Bainton Green Road and CWS by PCC and attendance at Restore Barnack's field paths meeting on 15/9.</b> The notes of the last meeting were received and noted. The cutting will be chased up with PCC and the new group will be asked to keep the Parish Council updated on progress. <b>Action Clerk</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
|              | <b>45.3</b>                                                                                    | <b>To receive update report from Village Traffic Calming Group, including feedback on consultation on introduction of 20mph if available.</b><br>Some initial feedback on the 20mph consultation was received and noted – 36 comments sent in out of 136 leaflets, with 25 in support and 11 objecting. More information will be sent as and when it is available from PCC Highways. It was further noted that there is already money in the budget for signage and there could be a subsidy from the ward. It was recognised that the new limit is best when combined with other measures discussed eg buffer zone, dragons teeth, rumble strips etc. It was agreed that Cllrs Taylor and Gibson will be the new members of the Traffic Working Group, now C Stanton and I Walsh have resigned. It was confirmed that the desire for a 40mph buffer is still preferable and this will be stressed to PCC, as other parishes looking at 50mph between villages. Other problems in the villages were noted ie Ufford Road and Tallington Road – as identified by a resident. The road markings and current and new warning signs for pedestrians, horses etc will be looked at, including weight limits/signs.<br>The positive progress on the use of Autospeedwatch data was noted and a meeting is due with Rutland County Council on their plan to implement them in 11 villages. <b>Action TWG, Clerk</b> |  |
|              | <b>45.4</b>                                                                                    | <b>To receive update on Sheepwash renovation project, new signage and new bench.</b> There was no update on the contractor who had been taken poorly but hoping to restart mid-September.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |
|              | <b>45.5</b>                                                                                    | <b>To receive update from flooding joint agency meetings and actions.</b> The date of the next multi agency meeting is 18/10/24 and invitees confirmed. <b>Action Cllr M Lucas</b> to attend.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |
|              | <b>45.6</b>                                                                                    | <b>To receive feedback from PCC re Highfield Road improvements.</b> PCC were told that bollards were not required and alternatives will be discussed with R Astle before any changes are made.<br><b>Action Cllrs</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |
| <b>24/46</b> | <b>REPORTS FROM REPRESENTATIVES/VILLAGE AND ASSET MAINTENANCE</b>                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |
|              | <b>46.1</b>                                                                                    | <b>To note feedback from play area meeting on site and requests for ideas and quotes to improve. Agree actions on grant application and PC expenditure on CTP.</b> The Clerk has been given some ideas and costs for new equipment following a meeting with PCC. She is also getting quotes for a jetwash and repair of some bits. It was decided to get feedback from parents/grandparents as to what is                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |

Signed by Chairman \_\_\_\_\_ Date \_\_\_\_\_

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|       |                                                                                                                                                          | wanted in the play area, if anything more, before a grant application is submitted, plus the offer of volunteers for a clean up day and ideas group from Parish News/FB. <b>Action Clerk</b>                                                                                                                                                                                                                          |                            |
|       | 46.2                                                                                                                                                     | <b>To note feedback on grass cutting arrangements and agree action, including nettles.</b> This is in hand with possible contractors for the extra work.                                                                                                                                                                                                                                                              |                            |
|       | 46.3                                                                                                                                                     | <b>To note defib checks performed and any issues reported.</b> Cllr Gibson will be added to the rota and no issues reported, plus a training video was kindly made available by Ian Abbott-Donnolly.                                                                                                                                                                                                                  |                            |
|       | 46.4                                                                                                                                                     | <b>To receive information regarding any new maintenance issues and agree action/expenditure. Note branches on Church Lane being done and tree on Ufford Road reported.</b> This was all noted. It was decided to ask residents about possible trees needing a tree protection order and agree/apply. It was further noted that inappropriately placed, blue “overhead cable warning” cones have been reported to PCC. |                            |
| 24/47 | <b>PLANNING To receive details of applications and note or resolve council response.</b>                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                       |                            |
|       | 47.1                                                                                                                                                     | <b>24/00400/HHFUL proposed erection of S/S pool building – material changes to consent 23/00031/HHFUL at Poplar Farm, Bainton Green Road, Ashton. Response sent.</b> Permitted 9/7/24.                                                                                                                                                                                                                                |                            |
|       | 47.2                                                                                                                                                     | <b>To receive and note any new applications arriving after agenda issued to see if can be agreed now and any applications agreed during Clerk’s absence.</b> There were none.                                                                                                                                                                                                                                         |                            |
| 24/48 | <b>PARISH/COMMUNITY/PCC LIAISON</b>                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                       |                            |
|       | 48.1                                                                                                                                                     | <b>To note feedback from JCC annual conference 17/7/24.</b> Feedback was received that it was very positive and that there could be funding from the City Council and Combined Authority in future.                                                                                                                                                                                                                   |                            |
|       | 48.2                                                                                                                                                     | <b>To receive feedback from recently attended and agree future meetings, including Ward meeting and Local Plan briefing 16/9/24.</b> It was noted that dates for new Ward meetings have been circulated. The notes from the briefings will be circulated also.                                                                                                                                                        |                            |
|       | 48.3                                                                                                                                                     | <b>To note allotment tenancy for 5 year lease of land from farmer is due to be renewed in October 2024 and agreement with the allotment association – herewith. Resolve action including terms and rent.</b><br>The tenancy lease and agreement with the allotment association’s terms and conditions were circulated and agreed, including the increase of rent from £250 to £350 for the next 5 years.              |                            |
| 24/49 | <b>COMMUNICATION AND CORRRESPONDENCE</b>                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                       |                            |
|       | 49.1                                                                                                                                                     | <b>To receive and note any communication sent to the Clerk and decide on action.</b><br>- <b>Review of elections polling places etc, circulated, by 9/9/24.</b> Noted.<br>- <b>From resident on Tallington Road dangers and weight limits.</b> Discussed above 45.2.<br>- <b>From CPCA on bus franchising consultation by 20/11.</b> Noted and on social media/website.                                               |                            |
| 24/50 | <b>PAYMENTS – to authorise payments to be made or made as follows; the following payments were agreed;</b>                                               |                                                                                                                                                                                                                                                                                                                                                                                                                       |                            |
|       | 50.1                                                                                                                                                     | Clerk mileage July/Aug, plus home office allowance Jul and Aug                                                                                                                                                                                                                                                                                                                                                        | £67.30                     |
|       | 50.2                                                                                                                                                     | Clerk ink plan share July and August                                                                                                                                                                                                                                                                                                                                                                                  | £9.90                      |
|       | 50.3                                                                                                                                                     | HMRC PAYE payable by employer/ee for July and August paid and £68.60 September to be paid                                                                                                                                                                                                                                                                                                                             | £68.40<br>£68.60<br>£68.60 |
|       | 50.4                                                                                                                                                     | Clerk salary £342.22 less tax tbc payable 30/9/24 and 31/10/24                                                                                                                                                                                                                                                                                                                                                        | £tbc                       |
|       | 50.5                                                                                                                                                     | Vision ICT new accounts/changed and hosting of emails for the year 24-25                                                                                                                                                                                                                                                                                                                                              | £120/£6                    |
|       | 50.6                                                                                                                                                     | Wave water bill                                                                                                                                                                                                                                                                                                                                                                                                       | £80.38                     |
|       | 50.7                                                                                                                                                     | Leics Gardens grass cutting 24/127 paid in August                                                                                                                                                                                                                                                                                                                                                                     | £500                       |
|       | 50.8                                                                                                                                                     | Peterborough Limited for bird spikes at play area                                                                                                                                                                                                                                                                                                                                                                     | £159.08                    |
|       | 50.9                                                                                                                                                     | Allotment rent to landowner of allotments                                                                                                                                                                                                                                                                                                                                                                             | £350                       |
|       | 50.10                                                                                                                                                    | CAPALC conference/training costs                                                                                                                                                                                                                                                                                                                                                                                      | £75 plus tbc               |
|       | Income                                                                                                                                                   | Allotment Association water bill                                                                                                                                                                                                                                                                                                                                                                                      | £80.38 due                 |
| 24/51 | <b>DATE OF NEXT MEETING</b> The date of the next meeting was agreed as <b>Thursday 7<sup>th</sup> November 2024 in the Reading Room, Bainton at 8pm.</b> |                                                                                                                                                                                                                                                                                                                                                                                                                       |                            |

Signed by Chairman \_\_\_\_\_ Date \_\_\_\_\_