DRAFT: Minutes of the Annual Ryhall Parish Council (RPC) Meeting held on Monday 12 May 2025 at 19:00 in the Village Hall

Present: Cllrs. Sarah Markwell-Cook(Action Chairperson) Phill Davis, Simon Houghton, Marc Blake, Sarah Markwell-Cook(Chairperson on this meeting) & David Denman

In Attendance: 0 Members of the Public and Sarah Gresty-Parish Clerk

Agenda

25/26-01 Election of Chairperson
Cllr. Debbie Rolfe has nominated herself (in her absence) to stand again as Chair of the Parish Council. No further nominations were received. Cllr. Markwell-Cook, proposed acceptance of Debbie as Chairperson, Seconded by Cllr. Houghton and unanimous in favour. **RESOLVED.**
a) Signing of Declaration of Acceptance of Office would take place at the next meeting.

25/26-02 Election of Vice Chairman
Cllr. Richard Ludlow has nominated himself (in his absence) to stand again as Vice Chair of the Parish Council. No further nominations were received. Cllr. Markwell-Cook proposed acceptance of Richard as Vice Chairman, Seconded by Cllr. Houghton and unanimous in favour. **RESOLVED.**
a) Signing of Declaration of Acceptance of Office would take place at the next meeting.

25/26-03 Parish Councillors forming Ryhall Parish Council were confirmed as: Sarah Markwell-Cook, Phill Davis, Simon Houghton, Marc Blake, David Denman, Andrew Nebel, Kevin Corby, David Wilby and Jon Whowell.

25/26-04 Apologies for Absence: were received from Cllrs. Rolfe, Ludlow, Corby, Wilby, Nebel & Whowell these apologies were unanimously accepted.

25/26-05 Declarations of Interest and Dispensations. There were none.

The meeting was suspended to conduct the public forum
25/26-06 Public Forum: No comments were received in the public Forum. 19:02 session closed and meeting reconvened.

25/26-07 Minutes of:
a) 7 April 2025 Parish Council meeting were presented as a true and accurate record of events proposed acceptance Cllr. Houghton, Seconded Cllr. Denman and unanimous in favour-**RESOLVED.**
b) 30 April 2025 Annual Parish Meeting were presented as a true and accurate record of events. The clerk would attach the full report from the Village Hall. proposed acceptance by Cllr. Davis and Markwell-Cook who were in attendance at the meeting. **RESOLVED.**

25/26-08 Action Tracker – was reviewed and updated as follows:

Zig zag lines – RPC have written back to RCC Highways after their decline of additional lines on the corner of the village hall carpark. They are again reviewing this.

Street Lights – It was agreed to close this issue.

Village Green Status – a decision is being made at the RCC Planning Committee.

CHAIRPERSON: DATE:

Neighbourhood Plan (NHP) an update by Cllr. Denman was given. He has spoken with 2 members of RCC NHP Team who will give unconditional support in the process and this was very helpful.
Actions by Cllr. Denman:
To complete the RCC registration form and submit together with the Parish Boundary map.
To submit an article to the Village News asking for volunteers to form a Steering Group
To produce a leaflet on the NHP for each household
To have an information table at the Village Fete
To update the website with Cllr. Houghton to form a NHP page and share point for the Steering Group

25/26-09 Appointments to Sub Committee

a) **Planning** Appointed Members resolved: Cllrs. Corby, Houghton, Denman and Markwell-Cook. No updates on the Terms of Reference were required.

25/26-10 Appointment to Working Group

a) Cemetery – Cllr. Nebel and Clerk
b) Allotment representee – Cllr. Whowell
c) Finance – Cllr. Blake (lead), Richard Ludlow
d) Neighbourhood Plan – Cllr. Denman
e) Library – Cllr. Nebel
f) To consider any further working groups required.
Councillor Representative:

- Ryhall Meadows Playing Fields Association – Cllr. Markwell-Cook and Rolfe
- Village Hall Committee – Cllr. Houghton
- Meadow Lane Action Group – Cllr. Markwell-Cook, Houghton and Corby

25/26-11 Regulatory Documents were reviewed (all documents available on the website)

a) Standing Orders
b) Financial Regulations
c) Fixed Asset Register – as per Audited Accounts 2024/25
d) Code of Conduct No updates recorded
e) Risk Assessment review
f) All Policies – No new policies were required.

Proposal: To **resolve** and **adopt** all the documentation above. Proposed Cllr. Denman, Seconded Cllr. Blake and unanimous in favour.

25/26-12 I**nsurance** provision from 1 June 2025 Clear Council. A 3 year fixed contract £1772.10 (index linked). Proposed Cllr. Davis, Seconded Cllr. Blake and unanimous in favour. **RESOLVED.**

Finance Year 2024/25

25/26-13 The Audited Accounts were formally received.
Proposal: To **resolve** and **adopt** the 2024/25 audited account. Proposed Cllr. Davis, Seconded Cllr. Blake and unanimous vote in favour. Cllr. Markwell-Cook and the Clerk signed the audit.

25/26-14 The Annual Governance Statement (AGAR) 2024/25 was formally received.

a) Annual Internal Auditor's Report 2024/2025
b) Internal auditor's recommendations. There were none.
c) AGAR 2024-2025 was signed by the acting Chair of the meeting Cllr. Markwell-Cook and the Clerk.

CHAIRPERSON: DATE:

d) Accounting Statements 2024-2025 was signed by the acting Chair of the meeting Cllr. Markwell-Cook and the Clerk.

e) Bank reconciliation 2024-2025 was noted

f) Explanation of variances was noted

g) Breakdown of reserves held: Known Committed Funds

- 20mph Scheme £404.38
- General Reserves (1/2 of precept) 22865.50
- Cemetery costs £15,000
- Library Action Group £402.78
- Election Contingency £2,500
- Legal Costs £5,000

h) Dates for the period of public rights were agreed as Monday 2nd June – Monday14 July 2025

i) Audit procedures for 2025/26 is confirmed as MaxWealth.

Current Year 2025/26

25/26-15 Salary scales for Clerk currently in accordance with the NJC SCP scale 19 – was noted

25/26-16 Budgetary Contractors and payments (Appendix A) if these fall between meeting dates were unanimously accepted.

25/26-17 **Financial matters presented by the Clerk as follows:**

a-c) Financial Report for the period 01 April 2025 to 31 April 2025 with bank statements.

The Council **NOTED** that Income had been received totalling £51,511.34 and an internal transfer from the savings account of £5,000 . The Council **RESOLVED** to **AUTHORISED** the expenditure for the month of April totalling £2,638.87 shown on the Agenda. The Financial Report and bank statement were checked by all councillors prior to the meeting and signed by Cllr. Markwell-Cook and Cllr. Denman.

d) **Proposal:** To donate under S.137 Government Act the sum of £200 towards expenditure for a memorial plaque for Stella Smith to be placed in the Parkfield wild flower garden. Proposed Cllr. Markwell-Cook, Seconded Cllr. Houghton and unanimous in favour. **RESOLVED**

25/26-18 **Planning.** New applications and notification since last meeting from the Planning Committee.

a) **2025/0268/FUL** 20 Castle Rise single storey extension – permission granted was noted

b) **2025/0051/MAF** River Gwash revision of s.73 No further comments.

c) **2025/0378/LBA & 2025/0377/FUL** Bridge Cottage, Shepherds Walk, single storey rear extension, conservatory, first floor extension to garage, reface front wall and minor bedroom alterations. Response: No Objection – Noted comments re poor quality of drawings, and question of whether proof had been established with respect to bedroom wall partition being added in 1980.

d) **2025/0521/PTA**: Remove 1 no. Small Chestnut Tree (T1).8 Beech Drive Ryhall Rutland PE9 4EW. Response: No Objection.

e) **2025/0512/LBA**: internal and external alteration 6 New Row, Mill Street Response to be finalised.

CHAIRPERSON: DATE:

25/26-19 Village Issues –

a) Highways issues
A recent accident (with limited detail) on the Belmesthorpe Road had been reported. The person concerned had asked for a possible 30mph speed limit on this stretch of road. A discussion of paths in this area took place. Action: item to be c/f to next meeting.

b) Mallard Pass Solar Farm Community Benefit Scheme. As Cllr Nebel and Corby were attending a meeting with the new owners this evening it was felt that useful feedback would come from this for future discussion. Action: c/f to next meeting.

c) Any Other Items.
Cllr. Davis gave a quick overview of the library situation which was still very unsure.

25/26-20 Report from Councillors on meetings they have attended as parish council representatives.

Cllr. Denman . RCC NHP Team via Teams.

Cllr. Houghton. Village Hall Committee had received a report about the damp issue on back wall. The outcome being that more ventilation was required and possible repointing removing the non-breathable plaster.

25/26-21 To confirm Parish Council meeting dates for 2026 (VH=Village hall; M=Methodist church hall) **:**
5 January(VH), 2 February(M), 2 March(VH), 13 April(VH-Annual Parish Meeting-cheese & wine), 11 May(VH-Annual Parish Council Meeting), 8 June(M), 6 July(VH), 7 September(M), 5 October(M), 2 November(VH) & 7 December(TBC).

2025: 9 Jun, 7 July, 1 Sept, 6 Oct, 3 Nov, 8 Dec

25/26-22 Correspondence received was noted from the agenda.

Email re accident was discussed under village issues above.
Grant application from Allotments was noted.
Resident letter regarding Community Speed Watch in Belmesthorpe we have noted.

25/26-23 To receive Items for Future Meetings

- To review summary of health needs/demographic overview of the area from Rutland public health LCC Strategic Lead public forum 07/04/24 meeting)
- c/f Item: Devolution meeting had been cancelled.
- Path way on Belmesthorpe Lane. Reduce speed limited as first measure.

Appendix A

List of Approved Contractors
Budget Payments 2025/26

ACR Computers	Bacs payment
AMP Masonry	Bacs payment
Any Councillor Expenses	Bacs payment
Bytham Trees	Bacs payment
Clear Council	Bacs payment
HMRC Cumbernauld	Bacs payment
ICO	Bacs payment
LRALC	Bacs payment
Max Wealth Accountants Ltd	Bacs payment
Methodist Church	Bacs payment
Moore Accountants	Bacs payment
Nest Pensions	Direct Debit
Plough Environmental	Bacs payment
R J Flower Contracts	Bacs payment
Rutland County Council	Bacs payment
Rutland Web	Bacs payment
Salary Payments	Bacs payment
Clerk's expenses	Bacs payment
Smith of Derby	Bacs payment
Unity Trust Bank	dd
Village Hall	Bacs payment
Wave Water	dd

Cllr Markwell-Cook closed the meeting at 20:58

CHAIRPERSON: DATE: