

NOTICE OF MEETING

To Cllrs D Allan, C Cassapi, K Hawkes, J Stokes, S Storrie (Chair) you are hereby summoned to attend
Stretton Parish Council Meeting to be held at Greetham Community Centre,

on

Thursday 20th March 2025, commencing at 7.00 pm

Members of the public and press are cordially invited to attend.

Public Forum: Members of the public may ask questions or make short statements on items relating to the Agenda, below or request topics for future meetings.

A G E N D A

2025-115 **RECORD OF MEMBERS PRESENT**

2025-116 **APOLOGIES FOR ABSENCE:** To receive and approve apologies for absences.

2025-117 **DECLARATION OF MEMBERS' INTERESTS AND APPLICATIONS FOR DISPENSATIONS**
To receive any declarations of interest in accordance with the requirements of the Localism Act 2011, and to consider any requests for dispensations in respect of disclosable pecuniary interests'

2025-118 **TO APPROVE AND SIGN THE MINUTES FROM PREVIOUS PARISH COUNCIL MEETINGS:**

- a) 11th November 2024
- b) 6th January 2025
- c) 16th January 2025
- d) 28th January 2025
- e) 24th February 2025

2025-119 **TO DISCUSS AND AGREE RECRUITMENT OF PARISH COUNCIL CLERK AND RESPONSIBLE FINANCIAL OFFICER (RFO):**

- a) Job advertisement for role of Clerk and RFO for Stretton Parish Council.
- b) Application form, job description and person specification.
- c) Proposed dates for advertising the vacancy and receipt of application forms.
- d) Appointment of a Recruitment Panel – to shortlist and interview candidates using set questions and scoring sheets and to recommend the preferred candidate to a Meeting of the Council for approval.

2025-120 **TO REVIEW APPOINTMENT OF STAFFING COMMITTEE AND STAFFING FOCUS GROUP**

2025-121 **MATTERS FOR CONSIDERATION IN PRIVATE**

To consider that the press and public be excluded from the meeting prior to consideration of the following items in accordance with section (1(2) of the Public Bodies (admission to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972 due to the confidential nature of the following business to be transacted.

2025-122 **TO APPROVE PREVIOUS CLERK'S OVERTIME**

2025-123 **UPDATE ON COMPLAINT**

2025-124 **FINANCE:**

a) BANKING

Discuss savings account and approve transfer of £6000 from current account to savings account.

b) APPROVE EXPENDITURE

SanDisk 256GB Ultra Flair USB 3.0 Flash Drive (For back up of SPC laptop) - £21.10

c) APPROVE INVOICES FOR PAYMENT

Invoice Date	Supplier	Description	Amount
31/01/25	Information Commissioners Office	30/01/25-29/01/26 Data Protection Registration To be reimbursed to Cllr Cassapi (paid on card)	£40.00
11/02/25	Rutland County Council	Qtr. 2 & 3 payroll	£1389.80
20/02/25	Greetham Community Centre	Venue Hire 24 th February 25	£36.00

d) APPROVE PAYMENTS MADE

Invoice Date	Supplier	Description	Amount	Date Paid
28/10/24	Rutland County Council	Qrt1 Payroll inc admin charge	£1047.11	30/10/24

e) NOTE PAYMENTS MADE

Payment Date	Supplier	Amount
26/02/25	Community Heartbeat	£151.20
26/02/25	SRCHA	£15.00
26/02/25	Rutland Web	£70.00
26/02/25	Rutland County Council	£529.49
26/02/25	SRCHA	£22.50
26/02/25	Rutland Web	£61.25
26/02/25	Rutland County Council	£77.40
28/02/25	Greetham Community Centre	£51.00
05/03/25	CPRE	£36.00

2025-125

BANK RECONCILIATION AND FINANCE REPORT TO 28TH FEBRUARY 2025:

- a) Appointment of member to verify bank reconciliations as per financial regulations.
- b) Approve Bank Reconciliation 1st April 2024 - 28th February 2025
- c) Approve the Financial Budget Comparison 1st April 2024 - 28th February 2025

2025-126

ASSET REGISTER:

- a) Emergency equipment storage
- b) Review and approve asset register

2025-127

GOVERNANCE:

- a) To consider and approve adoption of new Financial Regulations.
- b) To consider and approve Financial Risk Assessment.
- c) To consider and approve Co-option Policy

2025-128

CORRESPONDENCE:

To note correspondence and agree response as required

- a) 28th January 2025 Email from SRCHA regarding venue hire.
- b) 9th February 2025 Email SRCHA regarding VE Day.
- c) 10th February 2025 Email response from Woodland Trust.
- d) 15th February 2025 Email from resident with questions relating to venue for Parish Council meetings and recruitment of clerk.

2025-129

WEBSITE:

- a) To consider quotes for website provision and agree provider.
- b) To appoint councillor to upload documents to the website in absence of the clerk.

2025-130

PLANNING:

- a) To consider and agree comments for the below planning applications:
 - 2025/0195/FUL - Replacement of aging timber windows and door set. Ty Mawr Church Lane Stretton Rutland LE15 7QR.
- b) To appoint member from Planning Focus Group to update log of planning applications and decisions made for Stretton Parish.

2025-131

HIGHWAYS UPDATE:

- a) Mick George 20mph Signs removal
- b) Street Lighting
- c) Abandoned car on roundabout

2025-132

VE DAY UPDATE

2025-133

NEXT MEETING DATE:

Review and agree date for Annual Parish Meeting and Annual Parish Council Meeting

Corrinne Cassapi, Acting Clerk to the Council, 13th March 2025