



DRAFT MINUTES OF EXTRA ORDINARY MEETING

held in Stretton Community Hub, St. Nicholas' Church on Monday 11th November 2024 at 7:00 pm

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

10 members of the public were present

A member of the public made a statement on reasons for their resignation as Chair and Councillor from Stretton Parish Council.

A member of the public questioned the Acting Chair on the process of how Stretton Parish Council authorised the expenditure of Poll Cards.

2024-48 **Election of Chair for Stretton Parish Council**

A statement was read out by the clerk from Cllr P Finlay in support of Cllr Cassapi for Chair

RESOLVED: *Majority in favour*

Cllr S Storrie appointed as Chair of Stretton Parish Council

2024-49 **Record of Members Present**

Cllr C Cassapi, Cllr R Foster, Cllr G Harker, Cllr S Storrie

Also in attendance was Clerk to the Council D Rolfe and Ward Councillor N Begy

2024-50 **Apologies for Absence**

RESOLVED - *Unanimous vote in favour*

Apologies received and accepted from Cllr P Finlay

2024-51 **Disclosure of Pecuniary Interests**

Cllr C Cassapi confirmed that she had declared an interest in the Planning Applications which were to be noted under agenda item 2024-60. These planning applications were decided between meetings as per the Standing Orders, planning applications 2024/1152, 2024/1151, 2024/1150, 2024/1131 and Cllr C Cassapi did not comment on them.

Cllr G Harker declared an interest in item 2024-56 being a member of the Stretton in Rutland Community Hub Association (SRCHA).

2024-52 **Approval and signing of the Minutes of the Parish Council Meeting 25th July 2024**

RESOLVED: *Unanimous in favour*

To accept the minutes of meeting dated 25th July 2024 as a true and accurate record. The minutes were signed by the chair.

2024-53 **Confirmation of successful transfer of bank account from Barclays to Unity Trust**

NOTED – *The clerk informed the council that the transfer of accounts from Barclays to Unity Trust had been successful.*

2024-54 **Approval of payment £2932.39 to be made to Rutland County Council for June 2024 Parish By-Election costs**

RESOLVED: *Unanimous in favour*

It was agreed that the payment of £2932.39 can be made to Rutland County Council in respect of the invoice for the June 2024 Parish Council By-Election. With the amount that was not budgeted due to an £800 increase from estimated costs is to be paid from General Reserves.

- 2024-55 **Speed Indicator Devices and Village Sign**
The requirements to retain earmarked reserves for Speed Indicator Devices £2000 and Village Sign £200 were considered.
RESOLVED: *Unanimous in favour*
It was agreed that the £2000 Earmarked Reserve for Speed Indicator Devices be released into General Reserves.
It was agreed that the amount of £200 Earmarked Reserve for the Village Sign be released into General Reserves.
- 2024-56 **To note venue hire costs between Stretton Parish Council and SRCHA from 11th November 2024 30th September 2025**
DEFERRED: *This item was deferred to the next meeting*
- 2024-57 **To confirm membership of the Campaign to Protect Rural England (CPRE) and approve annual subscription cost of £36.00**
RESOLVED: *Unanimous in favour*
To pay the sum of £36.00 to CPRE.
- 2024-58 **Clerk Pay Scale**
NOTED: *That the Clerk pay scale had increased by £0.63 per hour as agreed with The Local Government Association and National Joint Council for Local Government Services (NJC) applicable from 1 April 2024 to 31 March 2025.*
- 2024-59 **Discussion and resolution on the use of Poll Cards in the event of a Parish Council By-Election being called.**
DEFERRED: *This item was deferred until clarification could be sought with Rutland County Council on the process used to authorise printing of Poll Cards.*
- 2024-60 **To receive any matters arising for information exchange in respect of planning applications.**
The following applications were received between meetings and considered by councillors as per Stretton Parish Council's Standing Orders and the responses have been submitted to Rutland County Council.
DECISIONS NOTED:
- | | | |
|---------------|---|--------------|
| 2024/1160/DIS | - | No objection |
| 2024/1175/ADV | - | No objection |
| 2024/1152/CAT | - | No objection |
| 2024/1151/CAT | - | No objection |
| 2024/1150/CAT | - | No objection |
| 2024/1148/CAT | - | No objection |
| 2024/1131/FUL | - | No objection |
- 2024-61 **Discussion on the restriction of access to the Petrol Filling Station forecourt from the B668 and Stretton Parish Councils response.**
Ward Councillor N Begy explained that there will be a retrospective planning application in relation to the forecourt access and it is at this point that the council will be able to submit it's comments.
- 2024-62 **An update was received and discussion on formulating a response on the Rutland Local Plan – Regulation 19.**
The council had no further comments to make but did note that the site proposed near Stretton Woods had been removed from the plan. It was also noted that the Woolfox Housing Development has been put forward as a "future plan".
- 2024-63 **A discussion on temporary admin arrangements and website management in the absence of the clerk**
RESOLVED: *Unanimous in favour*
Cllr C Cassapi would manage the Clerk's email in the absence of the Clerk.
RESOLVED: *Unanimous in favour*
Cllr G Harker to submit Councillors' questions to Rutland Web via email before Council establishes whether a meeting is required.
RESOLVED: *Unanimous in favour*
Rutland Web will be requested to upload documents in the absence of the Clerk.

- 2024-64 **Resignation of Parish Council Clerk and confirm last working day 30th November 2024**
NOTED – *The council noted the last working day of the clerk as 30th November 2024.*
- 2024-65 **Discussion on the Recruitment Process of Parish Council Clerk and Responsible Financial Officer**
- RESOLVED:**
- i) **Job advertisement for role of Clerk and RFO for Stretton Parish Council**
Advertisement approved.
 - ii) **Application form, job description and person specification**
The job description and person specification had been circulated to all Councillors by email and were approved.
 - iii) **Proposed Dates for advertising the vacancy, receipt of application forms, shortlisting, and interviews**
The closing date for applications was confirmed as 29th November 2024 with the option to extend the closing date in the event that no suitable applications were received.
 - iv) **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.**
It was agreed that a panel of 3 Councillors would be required for the process of recruitment. Cllr C Cassapi, Cllr S Storrie to be on the panel. Cllr P Finlay would be approached as the 3rd member and, if this was not accepted by Cllr P Finlay, then Cllr G Harker would be the 3rd member.
- 2024-66 **Meeting closed at 8pm and confirmation of next meeting as 28th November 2024 at 7.00pm**
- Corrinne Cassapi
Acting Clerk to the Council
4th February 2025