



# Rutland County Council

Catmose Oakham Rutland LE15 6HP  
Telephone 01572 722577 Email [governance@rutland.gov.uk](mailto:governance@rutland.gov.uk)

Minutes of the **MEETING of the PARISH COUNCIL FORUM** held Via Zoom on Monday, 6th September, 2021 at 7.00 pm

**PRESENT:** Mr N Begy Vice-Chairman Parish Council Forum  
Mr O Hemsley Leader of RCC  
Mr M Andrews Chief Executive RCC  
Mr P Horsfield Monitoring Officer, RCC  
Mr J A R Barnes Elections Manager, RCC

**PARISH REPS:** Parish/Town Council/Meeting

Braunston	Chris Bichard
Clipsham	Clifford Bacon
Cottesmore	Christopher Donovan
Edith Weston	Neil Farmer
Essendine	Trevor Burfield
Glaston	Paul Collis
Great Casterton	Mark Bush
Greetham	James Earl-Fraser
Hambleton	Jeremy Orme
Ketton	Mary Cade
Langham	Jennifer Maskell
Lyddington	Dinah Hurwood
Manton	Richard Camp
Normanton	Christopher Renner
Oakham	Andy Burton
Pickworth	Miles Williamson-Noble
Ryhall	Andrew Nebel
Seaton	David Coop
Whitwell	Sally Mullins

**EXTERNAL GUEST:** J Atkinson Chief Executive, LRALC

## 1 WELCOME AND INTRODUCTION BY THE CHAIRMAN OF THE COUNCIL

Councillor Begy, Vice-Chairman of the Council, welcomed everyone, explaining that Councillor Dale had been unable to make the meeting and had sent his apologies.

## 2 APOLOGIES FOR ABSENCE

Other than Councillor Dale's apologies no others had been received.

## 3 NOTES OF THE LAST MEETING

The minutes of the previous meetings that took place on 28<sup>th</sup> June and 23<sup>rd</sup> August, 2021 were confirmed as an accurate record.

#### **4 MATTERS ARISING FROM THE LAST MEETING**

There were two matters arising, firstly the update on the Special Council Meeting held on 1 September 2021 and secondly the future of the Parish forum which would be covered separately in one of the main items.

Mark Andrews explained that the Special council Meeting held on 1 September regarding the Local Plan considered the option of whether to adopt the Local Plan.

- Agreed to withdrawal of existing local Plan.
- Agreed to move forward with development of a new Local Plan.
- Aware of issues and risks while no Local Plan in force.
- Council agreed to resource the new Local Plan.
- Major factor will be the collection of new evidence.

Following the briefing Parish and Town Councils were given the opportunity to ask questions.

- **Cliff Bacon (Clipsham Parish Meeting)**

1. There were several local retired residents, experience at Director level in Local Government, particularly in the areas of planning and working with neighbouring authorities. Could they be used as advisors/mentors on the revised Local Plan to speed things up.
2. There had been a report in the Rutland & Stamford Mercury stating that the Reg 19 Plan would have to be “torn up and started again” which he thought was misleading and suggested that roughly 60% of the Reg 19 Local Plan could remain as is, and approximately 40% would need major modifications. The article mentioned the timescales and costs which he believed could be substantially reduced.
3. For the public benefit, a written brief was requested to explain the stages and timescales for the way forward on the creation of the modified plan.

- Mark Andrews responded:

1. Additional director resource/mentors are not a requirement at this stage, it was the renewal of the evidence base that is critical in terms of resourcing.
2. In terms of costs, £1.4M cost is not the total cost for developing the plan, it is only part of the costs, part of the associated costs of operating without a Local Plan in place.
3. We will bring report to Council with a more detailed plan about the stages involved in the development of the new Local Plan.

- **Christopher Renner (Normanton Parish Meeting)**

- Requested information about the timescales for forming a cross-party working group.
- This was being sorted and group leaders had already been engaged, this will be formally agreed at Oct council.
- Asked about Central Government's timescales that might be imposed. As yet there was no current estimate of timings, although originally suggested autumn but it was agreed to keep parishes informed of developments.

### **Jennifer Maskell (Langham Parish Council)**

- Could there be encouragement for work development for business and then have housing at St George's – is it being considered?
- Mark Andrews explained that without a Local Plan MOD/DIO would consider their next move, which would be factored into a new Local Plan.

## **5 MAIN DISCUSSION ITEMS**

### **a) Adults and Health Scrutiny – Rutland Place Based Plan**

The Chairman introduced Phil Horsfield to provide a short briefing on the Rutland Place Based Plan. Firstly, he stressed that the role of Scrutiny did not allow it to decide on matters, it is there purely to consider and feedback views into a process. He then covered:

- The outline timetable for the strategy
- The Plan incorporates the old Rutland Health and Wellbeing Strategy.
- Strategy not updated during pandemic with staff being diverted on front line tasks. Plan allows for incorporation of lessons learned during pandemic.
- CCG leading. RCC a main partner alongside GPs and the 3<sup>rd</sup> sector.
- Consultation has taken place and will continue with public, other stakeholders and Healthwatch Rutland. Report available on their website and in the Future Rutland Conversation.

Mark Andrews confirmed that CCG have committed to further engagement, highlighting importance of scrutiny in the process, and getting parishes involved. The plan would be discussed at Scrutiny and there is still opportunity for parishes to participate.

Phil Horsfield covered the submissions of deputations/questions for scrutiny, and drew parishes attention to the forward plan which is available at: <https://rutlandcounty.moderngov.co.uk/mgListPlans.aspx?RPId=133&RD=0>

### **b) Review of the Structure and Format of Parish Council Forums**

The Chairman introduced Mark Andrews who provided an introduction and explanation of where plans currently were. He introduced Jake Atkinson, Chief Executive of LRALC who provided a presentation about best practice across the region and discuss potential ways forward.

- Mark Andrews suggested parishes reflect on the presentation and consider it in relation to the future of the Forum.

- Will then work with current agenda setting group to draw up recommendations and send to all parishes to comment on before moving forward.
- Monthly meetings too frequent, and often clashed existing Parish meetings.
- Quarterly better.
- Annoyance about Parish Meetings being treated as Parish Councils and that status of Parish Meetings needed to be better understood.
- Operational meetings useful for Parish Clerks and could be held during normal working hours which would further alleviate disruption to calendars.

A copy of the presentation is attached - **LRALC PRESENTATION**

## 6 **UPDATE ITEMS**

Nil.

## **STANDARD ITEMS**

## 7 **PARISH COUNCIL FORUM FORWARD PLAN**

Given the discussions about the future of the forum it was decided to put the items below on hold pending the revised meeting dates going forward.

- Unpaid work as part of a Community Order
- Highways and Transport Working Group process – Speeding
- Update from the Scrutiny Commission Chair
- Review of parking strategy
- County Lines

Mark Andrews then clarified the next steps:

- Email the presentation from LRALC out to all parishes.
- Comments and feedback to Jerry Barnes at [elections@rutland.gov.uk](mailto:elections@rutland.gov.uk) by 17 September 2021.
- Agenda setting meeting for 8 September to be re-scheduled along with the calendar of meetings in line with the new proposals.
- Formulate plan with current agenda setting group and feedback to parishes for further input.
- Initial thought being based around reduction in number of meetings and some meetings at operational level for Parish Clerks.

## 8 **ANY OTHER BUSINESS**

### **Jeremy Orme (Hambleton Parish Meeting)**

- Requested update on timings on the next steps of the councils review of its parking strategy.
  - Response from Senior Transport Manager: Strategy scheduled to go to Cabinet on 16<sup>th</sup> November 2021 and subject to the outcome of the meeting there will be a period of public consultation afterwards of approximately 4 -6 weeks.

## 9 **DATES OF FUTURE MEETINGS**

The previously arranged meeting calendar would now be re-visited once a revised plan had been made for the Parish Forum and new meeting dates would be issued in due course. Please note that the next two planned meetings will no longer take place in light of the move towards fewer meetings, and it is likely that the next meeting will be on Monday, 6<sup>th</sup> December 2021 at 7pm and this will be left in diaries and the others will be cancelled pending a revised schedule of meetings.

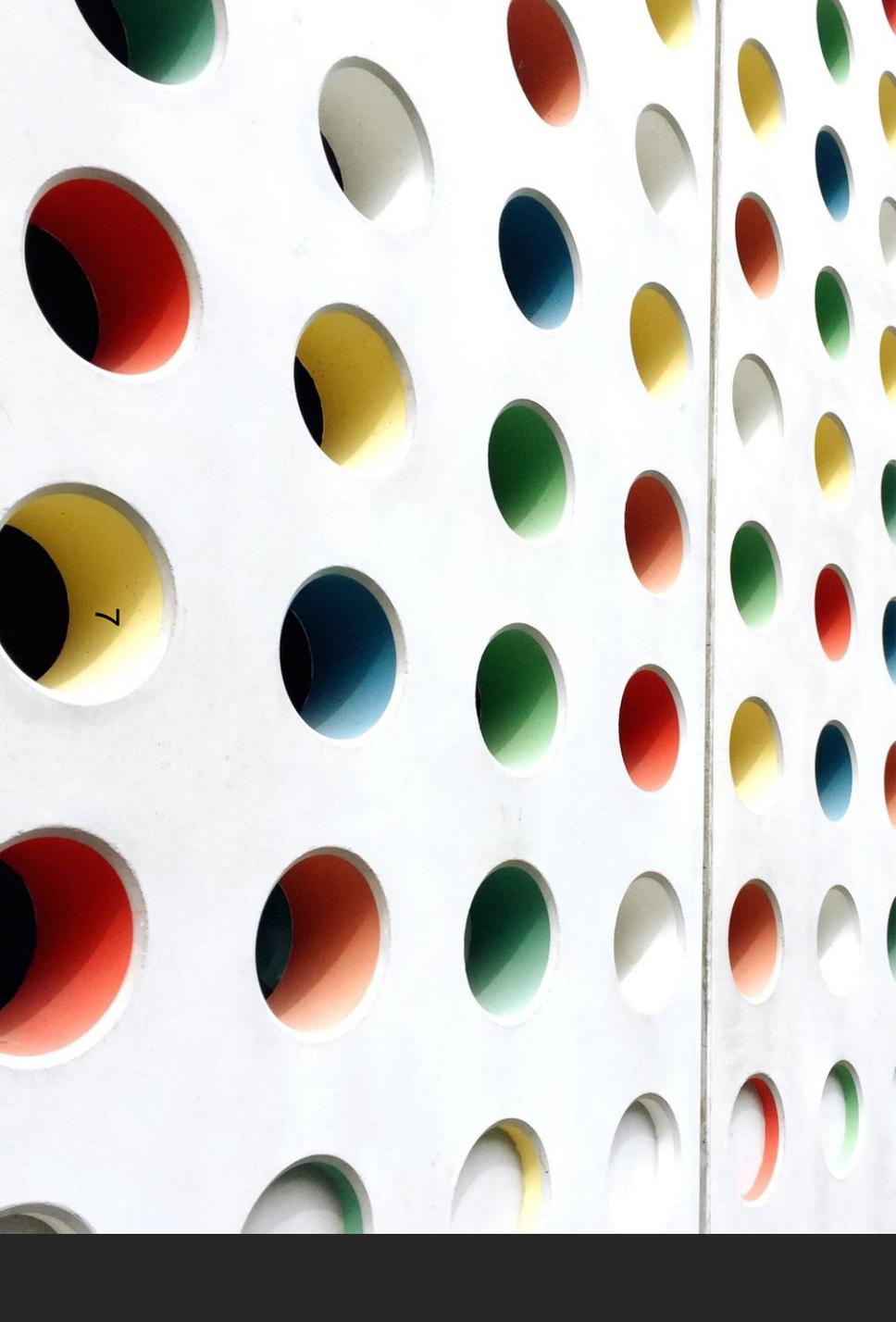
Potential agenda items for the Parish Council Forum should be emailed to [elections@rutland.gov.uk](mailto:elections@rutland.gov.uk).

---oOo---

**The Chairman declared the meeting closed at 8.09 pm.**

---oOo---

This page is intentionally left blank



# Parish Liaison Meetings

## The LRALC Chief Exec's Experience

---

JAKE ATKINSON

CHIEF EXECUTIVE LRALC

8



---

“Not just an interested group of people.....”



# The Local Picture

---

- All 8 parished principal authority areas hold parish liaison events.
- LRALC attends them all.
- Mixture of regularity from annual to monthly.
- Mixture of attendees, format, and popularity!
- Rutland faces many challenges (large number of PMs, lots of small PC, etc).

## LRALC's Role

---

LRALC status comes from its member councils – we are our members.

---

100% membership across Leicestershire and Rutland, including PMs.

---

Also aim to work closely with ALL 8 principal authorities – some very closely.

---

Areas where LRALC and the principal authority work closely together tend to be most engaged.

---

North West Leicestershire District Council and Leicestershire County Council good examples.

---

Collaboration is key to the relationship and LRALC often plays an intermediary role in this.

# Model for Collaboration Between Parish & Town Councils & Principal Authorities

11

Compete	Co-exist	Communicate	Co-operate	Co-ordinate	Collaborate	Coalesce
<p>Competition for resources, arguments over service delivery, protectionism over assets, competing for public attention – and talking openly about the others' weaknesses.</p>	<p>No systematic connection between tiers of council, but little negative impact on each other.</p>	<p>Sharing (both ways) of information between the tiers and keeping each other informed. Some formalised networking (e.g. forums).</p>	<p>Tiers interact as needed, often on an ad hoc basis on discrete projects and activities. Talking positively about each other's respective roles and responsibilities.</p>	<p>Tiers systematically adjust and align work with each other to achieve better outcomes for communities than would be possible working separately.</p>	<p>Longer term, more formalised interaction based on shared mission, goals, shared decision-making and shared resources where appropriate.</p>	<p>Fully cohesive and integrated business plans and corporate objectives. Integrated service delivery with co-production to achieve the best outcomes for communities.</p>

# The Relationship Must...

---

12

Benefit	Benefit the people of Rutland
Be	Be built of mutual trust and confidence
Add	Add value to both parties
Reduce	Reduce complaints and avoidable contact
Minimise	Minimise competition for resources and instead maximise use of resources
Apply	Apply to any model of parish liaison meetings instigated

# Case Study & Lessons to Learn - NWLDC

---

Prior to covid their physical meetings were very successful and were:

Attended by all councils (last council engaged).

Held 4 times a year and thought given to dates.

Attended by mixed representatives (clerks and councillors).

Based upon enabling parishes, not doing to them.

Chaired by a senior officer.

# Comments from 14 NWLDC parish officer

- Officers understanding parishes properly is key (training, close working with LRALC).
- Respecting resource limitations of many parishes (e.g. clerk working hours, meeting schedule).
- Reinforcing LRALC messages (newsletter, RR).
- Mixed audience of clerks and councillors very important.
- Treating parishes as equals – NWLDC Parish Charter now in place.
- Good comms and ability to rely on parish clerk as SPOC.
- Ensuring speakers are briefed (focussed, benefits to PCs/PMs, what they need to do).
- Meetings short, sharp, focussed, and kept to time.

## 15 My view.....

- Holding meetings monthly is too frequent (monthly means lots covered but to a lesser extent).
- Focus can't just be on parish OR county council priorities, has to be two-way street.
- Should avoid the parochial (both at individual parish level, and wider county level).
- Need for wider best practice focus, across LRALC area and further afield (national).
- Currently seems to overly focus on things parishes can't control.
- Agenda items need to be drawn widely (planning group may not know what they don't know).
- Is a place for clerk only meetings for operational matters (LCC run 4 per year).
- LRALC has role to play presenting views to scrutiny, etc., and helping shape proposals at early stage.



Any  
questions/alternative  
views?

---