

**Minutes 03/2012 of Metheringham, Sots Hole and Tanvats
Parish Council Meeting held on Tuesday 31st July 2012 at 7.30pm in the
Village Hall**

PRESENT: Councillors Dr M J Allen (Chairman), N Dobbs, Mrs J Finegan (Vice Chairman), P D Ford, Mrs J Gwilym, Mrs M Kristen, Mrs L Lacey, Mrs S Peek, M E Reynolds, P Saffin, Mrs S Wilson and Ms S N Wetherall (Clerk).

1. **To resolve to accept Apologies for absence and reasons given:**
Apologies were received from Councillors M Haisman, R Kendrick (District Council) and J Money (District Council). It was resolved to accept the apologies and reasons, this was proposed by Cllr Saffin, seconded by Cllr Ford and all were in favour.
2. **Members Declarations of Interests:** Declarations of interest were made by the following Councillors:
Cllr Saffin declared a non-pecuniary interest for agenda item 3c because he is the swimming pool representative.
Cllr Ford declared a non-pecuniary interest for agenda item 6e because his wife is receiving a salary.
3. **Reports from representatives on outside bodies:**
 - a) Nothing to report from the County Councillor.
 - b) Nothing to report from District Councillors.
 - c) Cllr Saffin reported the hedge has been cut at the Swimming Pool.
 - d) The Clerk circulated a copy of the dog warden's report to all members. Members were extremely concerned about reports of a Staffordshire bull terrier attacking other dogs. This is a police matter, the Clerk will establish if this has been reported to them.
4. **Notes of the Council Meeting:** Held on 26th June 2012 having been previously circulated, be approved as the minutes – It was resolved to sign the minutes as a true record of the meeting, this was proposed by Cllr Mrs Gwilym, seconded by Cllr Mrs Finegan, one abstention (Cllr Dr Allen) and eight were in favour.
5. **Clerks report on matters outstanding:**
 - a) Request for speed limit to be imposed on Metheringham Fen Lane near to residential properties. This has been declined by LCC. Further letter sent to LCC asking they reconsider the request due to it being a residential area, a number of children, street lights and no footpaths. LCC are to carry out an automatic survey of the area. Waiting for results.

Pot holes on Drury Street have been reported to LCC again on 16-07-2012, but not yet repaired.

Signed: _____

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Pot holes on Metheringham Fen Lane have been reported again on 16-07-2012, but not yet repaired.

Pot Hole o/s 24 Middle Street reported to LCC for repair.

Pot holes on B1188 Sleaford Road reported to LCC for repair.

- b) Overgrown trees/shrubs on Lincoln Road, Apple Tree Close and Grange Road have been reported to NKDC.
- c) E-mail sent to Cllr Money requesting details from NKDC re: grass cutting costs, waiting for reply.
- d) New street light ordered for Princes Street, should be installed within two weeks. Letter sent to occupant of 40 Princes Street informing them of the decision.
- e) Request to Nick Worrall at Linden Homes to remove 'Stamford Homes' sign adjacent to Dunston Road.
- f) Public toilets - Fen Road. Transfer deed has been received to be signed by MPC. Total cost including purchase of toilets and solicitors fees £1656.40.
- g) Ongoing problems with the ten way fitness station have been reported to Fresh Air Fitness for rectification. FAF have agreed to replace the parts but want MPC to install. MPC has requested the work is done by FAF.
- h) East Midlands Trains have stated there will not be any charges at the railway station car park, but this will be reviewed in six months time. Letter to be sent by MPC.
- i) Quotation requested for a solar light to be installed in the youth shelter.
- j) Letter sent to all management committees re: financial planning.

*PCSO Carol Daman-Willems arrived at the meeting at 7.41pm.
It was resolved to suspend the meeting at 7.41pm to allow PCSO Carol Daman-Willems to give the police report, this was proposed by the Chairman, seconded by Cllr Ford and all were in favour.
The meeting resumed at 7.45pm.*

6. Financial matters:

- a) To consider membership renewal of the Society of Local Council Clerks for 2012 at a cost of £140.00: It was resolved to renew membership, this was proposed by Cllr Ford, seconded by Cllr Dobbs and all were in favour.

ACTION: Clerk

- b) To consider Clerks membership of the Institute of Local Council

Signed: _____

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Management for 2012 at a cost of £66.00: It was resolved to renew the Clerks membership, this was proposed by Cllr Ford, seconded by the Chairman and all were in favour.

ACTION: Clerk

- c) To consider and approve quotations received for repairs to electric circuit at the village hall at an approximate cost of £2,000.00: This item was deferred from the previous meeting, three quotations have been obtained. It was resolved to accept the quotation from Sparks Electrical at a cost of £1,490.00, this was proposed by Cllr Mrs Finegan, seconded by Cllr Ford and all were in favour.

ACTION: Clerk/VHMC

- d) To consider an invite to the Lincolnshire Association of Local Councils AGM and Conference to be held on Saturday 13th October 2012 at Ashby Hall at a cost of £14.50 per delegate and decide accordingly: It was resolved the Chairman, Vice Chairman and Clerk would attend, this was proposed by Cllr Ford, seconded by Cllr Saffin and all were in favour.

ACTION: Clerk

- e) To consider accounts for payment:

Payment to	Amount £
Carl Bradley – Pool maintenance and chemicals	200.00
Progreen – Weed killer	137.95
Veolia – Grass Cutting – June x 3	145.41
Bluefin – Trailer Insurance	89.00
Bonnetts – Toilet materials	51.55
Nocton Parish Council – payment towards SID	17.86
Viking Direct – x 2 No Dog Signs	9.58
Viking Direct – Stationery	52.47
MVHMC – Hall Hire	39.00
Eclipse Fencing – Materials	20.83
E.on – Unmetered supply	1,178.30
Paul Turner – Repairs to mower	48.20
Chris Lilley – Bowls Club planning issues	100.00
Employee Salaries, Expenses and LCC Pension	2,804.29
HM Revenue & Customs	542.54
Parish Dog Warden	450.00
LALC – Delegate refreshments	13.00
BACS Payments - July 2012	5,899.98
SLCC - GPC submission fee	20.00
Jacksons – Play Bark	179.88
Metheringham Post Office – Postage	3.60
Total – July 2012	6,103.46

It was resolved to make payment of the accounts, this was proposed by Cllr Dobbs, seconded by Cllr Reynolds, one abstention (Cllr Ford) and eight were in favour.

Signed: _____

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- f) To receive a report from the RFO on the PC finances, Income and Expenditure: The RFO had produced graphs showing monthly and annual expenditure to provide a comparison with 2011-2012. There were no questions or queries on the financial position.
7. **Planning Committee:** Notes of meeting: Held on 11th July 2012, having been previously circulated, to be approved as the minutes: It was resolved to sign the minutes as a true record of the meeting, this was proposed by Cllr Saffin, seconded by Cllr Dr Allen, one abstention (Cllr Mrs Finegan) and four were in favour.
8. **Correspondence:**
- a) To note general correspondence.
 - b) To consider an invite from Community Lincs to attend their Annual Review and General Meeting to be held on 26th September 2012 at Waddington Village Hall at 6.45pm and decide accordingly: The Chairman may be able to attend, this is to be confirmed with the Clerk.
 - c) To respond to specific items of correspondence (if any): There were no additional items of correspondence.

It was resolved to suspend the meeting at 8.11pm for a refreshment break, this was proposed by Cllr Mrs Finegan, seconded by Cllr Ford and all were in favour.

The meeting resumed at 8.32pm.

9. **To receive reports from Working Groups:**
- a) Allotments: A resident has offered some land for use as allotments. This will be a community project. This is to be pursued.
ACTION: Working Group
 - b) Anti Social Behaviour: The next meeting will be held on Monday 13th August at 2.00pm in the pavilion. Some members informed the council that there had been major problems of ASB in the centre of the village in the early hours of Monday morning. Cllr Mrs Peek stated she had been to a police panel meeting and had been informed the police were operating a zero tolerance policy on ASB.
ACTION: Community Police Team/Working Group
 - c) Children's Playgrounds and Playing Fields: Cllr Mrs Kristen reported the litter problem on the playing fields was becoming an issue again. This will be discussed at Item 16.
ACTION: Working Group
 - d) Christmas Celebrations: Cllr Mrs Kristen circulated the notes of the meeting to all members. The working group has requested some funding, this will be added to next month's agenda for consideration.
ACTION: Working Group/Clerk
 - e) Community Emergency and Flood Plan: Cllr Mrs Finegan, Cllr Reynolds and the Clerk have a meeting arranged on 2nd August with the Flood incident management officer, to finalize the document.
ACTION: Working Group

Signed: _____

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- f) Consultation and Questionnaires: A Core Strategy draft consultation document has been forwarded to the working group for consideration. Working group members thought the document was very complex. MPC are to comment on the document as it will be important for the future.

ACTION: Working Group

- g) Fayre and Feast: Cllr Reynolds reported he has not had any response from the requests made for volunteers for stall erection and dismantling. Application forms are to be sent out shortly.

ACTION: Working Group

- h) Forward Planning: A meeting was held on 16th July with LCC. This will be discussed in more detail at Item 10.

ACTION: Working Group

- i) Highways, Footpaths and Car Parks: E-mail sent to LCC Highways by Fen resident re: poor state of Metheringham Fen Lane. Pot holes near Hilltop Livery have been repaired, but other areas are still in poor condition. Cllr Mrs Peek was concerned that the grit bin outside the library had been moved. This had been moved to the side by the handyman.

ACTION: LCC Highways

- j) Risk Assessment: A further meeting is to be arranged.

- k) Street Lighting: Nothing to report.

- l) War Memorial and Spring: Litter has been found in the Spring Garden.

- 10. Recreation field and related issues:** Legal documents have been produced by LCC. They have been reviewed by the Forward Planning Working group. A meeting took place on 16th July with LCC to progress issues raised. LCC have made the changes agreed and a new document has been sent to MPC for consideration. A Forward Planning Meeting is to be arranged to review the amended document and the lease for the changing rooms. A short discussion took place regarding the installation of a fence at the Star & Garter field; one objection has been received. The school has requested the fence is erected around the whole perimeter of the field, the safety and wellbeing of the school children is paramount. Members were in agreement that a fence should be installed.

ACTION: Working Group/LCC

- 11. Metheringham Parish Council Website:** The new website is now live at <http://parishes.lincolnshire.gov.uk/Metheringham/> There were no comments on the website.

- 12. Skate Board Park/BMX Track:** Nick Byatt provided members with an update on the skate park project during the open forum. Quotations have been obtained. Site meetings are to be arranged with the contractors. MPC are to be involved in the meetings. Funding applications are being

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completed. A skate park bank account is to be opened, Cllr Ford and Nick Byatt are to be signatories. It was resolved an account should be opened, this was proposed by Cllr Ford, seconded by Cllr Mrs Wilson and all were in favour.

ACTION: Working Group

- 13. Annual Village Meeting 2013:** Cllr Mrs Peck provided members with a sheet of brainstorming ideas. Unfortunately Cllr Mrs Peck and Cllr Haisman were not present at the meeting to provide a report. This item was deferred until the next meeting. Some parishioners find it difficult to attend the meeting due to lack of transport, it was suggested a mini bus could be used for the evening. Parish Council Management Committees should attend the event and provide displays. The Clerk suggested using the poll on the website to establish the public's view on the Annual village Meeting.

ACTION: Cllrs Haisman and Mrs Wilson

- 14. Village Hall:** To receive an update on the management of the village hall: The Chairman and Vice Chairman attended the last village hall committee meeting. There is currently no executive committee and no members of the committee are willing or able to take on the roles of Chairman, Treasurer or Secretary. A vote has been taken by the current committee and they do not want to continue. A new management committee is to be formed. A public meeting is to be arranged to gauge support for the village hall. Some members thought the pricing structure should be amended and pricing revised. Cooking facilities are rather limited, consideration should be given to purchasing new cookers, fridges and crockery. The Clerk is to write to all committee members to confirm the committee is disbanded. A meeting is to be arranged with Mrs Holland, Cllr Ford, the Chairman, Vice Chairman and Clerk. A plan is to be formulated prior to a meeting. Cllr Ford and the Clerk are to be signatories on the account.

ACTION: Clerk

- 15. Swimming Pool:** To receive an update from members following a meeting with the swimming pool executive committee: A positive meeting took place, the committee are very proactive and have done a great deal of work. Quotations have been obtained to erect a new fence at the pool, MPC want to retain the gate at the south side, so a further gate will be required at the new entrance, further fencing is required to the north of the pool. Cllr Saffin is to request an amended quotation. Enquiries have been made about the cost of new covers they are approximately £1,300.00. New metal gates have been purchased to secure the changing rooms they will be fitted at the weekend.

ACTION: Cllr Saffin

- 16. Litter Picking:** To consider litter picking of the playing fields over the summer period: Following a short discussion it was agreed the village litter picker should visit the playing fields instead of other areas of the village. The skate park group will be asked to carry out litter picks on the playing fields and a donation will be given.

ACTION: Clerk

Signed: _____

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17. **The General Power of Competence (GPC):** To consider the General Power of Competence checklist, to confirm the eligibility criteria has been met and to resolve to adopt the General Power of Competence: The Clerk has completed section 7 GPC for CiLCA, but the results are not yet know. This item has been deferred until the next meeting.

ACTION: Clerk

18. **NALC Code of Conduct:**

- i) To approve and adopt the modified (final) NALC Code of Conduct for Parish Councils pursuant to section 27 of the Localism Act 2011 (circulated with agenda): They have clarified the description of interests in Appendix A to the NALC template code of conduct, it was resolved to adopt the modified code of conduct, this was proposed by Cllr Saffin, seconded by Cllr Reynolds and all were in favour.
- ii) Register of Interest forms to be completed by members: Register of interest forms are to be circulated to all members and must be completed by 31st August 2012.

ACTION: Clerk/Members

19. **Date, time and venue of next meeting:** Tuesday 28th August 2012 at 7.30pm in the Village Hall.

The meeting closed at 10.36pm.

Signed: _____

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