



**Minutes 06/2018 of Metheringham, Sots Hole and Tanvats Parish Council**  
**Meeting held on Tuesday 30<sup>th</sup> October 2018 at 19:15 in the Village Hall,**  
**Middle Street**

**Present:** Councillors N Byatt (Vice-Chairman), J Kendrick, I Holmes, S Peek, S Walker, D Parry

**In attendance:** Councillor R Kendrick (Lincolnshire County Council – LCC & North Kesteven District Council – NKDC).

**Officer:** S McKechnie (Administration Assistant)

**Public:** None

**Police:** None

1. **Chairman's Remarks:** The Vice-Chairman Councillor Byatt, welcomed everyone to the meeting. A number of announcements were made relating to fire exits, conduct during the meeting, confidentiality of the closed session; that no recording, tweeting, blogging, videoing or photographing of this part of the meeting is authorized and a reminder to Councillors that they must abide by the members code of conduct.
2. **To resolve to note Apologies for absence and accept reasons given:** Apologies were received from Councillor S Wilson (Personal Reasons) Councillor M Ward (Personal Reasons) S Stafford - Clerk (Personal Reasons) Councillor J Money (North Kesteven District Council – NKDC) (NKDC Commitments). It was **RESOLVED** to accept the apologies and reasons, this was proposed by Councillor Peek, seconded by Councillor Holmes and all were in favour.
3. **Members Declarations of Interests:**
  - a) No declarations of interests were made.
  - b) No dispensations.
4. **Notes of the Parish Council Meeting:** Held on 25<sup>th</sup> September 2018 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 Councillor Kendrick, seconded by Councillor Holmes and all were in favour.
5. **Reports from representatives on outside bodies:**
  - a) **Lincolnshire County Council (LCC):** Councillor R Kendrick informed members that he had met with the new Chief Executive, Keith Ireland, and was impressed with his ideas. He informed members that £21m has been spent on social care. He also informed members that £10m has been given to the county for road repairs but not sure how much will be given to Lincolnshire. 3 dates are required before Christmas to visit the new Depot at 6pm.
  - b) **North Kesteven District Council (NKDC):** Councillor R Kendrick advised Mrs. Smiths Cottage will be receiving money from the Heritage Lottery Fund.

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*District Councillor R Kendrick left the meeting at 19:23*

- c) Bracebridge Heath Neighbourhood Policing Team Report:  
During the period 29<sup>th</sup> September 2018 to 30<sup>th</sup> October 2018 there have been 7 recorded crimes:
- 30/07/18 – Theft of 6K of tobacco and spirits from the petrol station, High Street.
  - 04/10/18 – A child's cycle and pushchair were taken from the driveway of a property in Hunters Drive.
  - 05/10/18 – A mobile phone left on the roof of a vehicle in the High Street fell off and was picked up by persons unknown.
  - 16/10/18 – Items were taken from a driveway of a property in Millfield Road.
  - 20-21/10/18 – Overnight a motorhome was taken from outside a property in Princess Margaret Avenue.
  - 20/10/18 – A known male has taken a bottle of wine from the Co-op store without paying for it.
  - 23-24/10/18 – Several galvanised troughs were taken from a field in Fen Lane.
- d) To receive reports from Council representatives on other outside bodies:
- i) Village Hall Management Committee: Councillor J Kendrick advised that the next meeting is being held on 14<sup>th</sup> November 2018.
  - ii) Metheringham Swimming Pool - No report has been received.

6. Clerks report on matters outstanding: The Clerks report was circulated prior to the meeting (Appendix 1). Councillor Peek asked, with regard to the outstanding items, can we get them moving? Councillor Byatt asked if everybody had signed the Register of Interest? If any Councillor still needs to do this, they need to speak to the Clerk. 91 Lincoln Road - Councillor J Kendrick advised that an informal meeting had been held with Councillor R Kendrick, but she could not say anything because of privacy. Councillor Peek informed members that there have been reports of Mr Hill shooting pigeons. Councillor Byatt asked if it was an air rifle being used and maybe to query this with the Police. In fact, this should be reported to the Police and maybe to the Anti-Social Team. Note: This has already been reported to the Police and ASB Team.

7. Financial matters:

- a) **School Calendar:** To consider and resolve to sponsor the Metheringham Primary School calendar by advertising the Parish Council at a cost of £25.00. This was proposed by Councillor Holmes and seconded by Councillor Kendrick and **RESOLVED** all were in favour.
- b) **Urban Grass Cutting:** To consider and resolve quotations received to carry out 5x urban grass cuts in the village for 2019 - It was mentioned that we may be getting £1,000 from LCC and it was **RESOLVED** to accept the quotation from Glendale proposed by Councillor Holmes, seconded by Councillor Kendrick and all were in favour.
- c) **Tree Works:** To consider and resolve quotations received to carry out Essential and Desirable tree works following a survey of Parish Council

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trees - Councillor Byatt queried if Arb Core work for NKDC because their quotation included some extra work that was not asked for. Councillor Parry suggested that we should do the Essential work for now and not the Desirable. Councillor Holmes said that this was not discussed in the Environment Working Group meeting but does the quote from B&B Tree Specialists include all the work that was quoted by Arb Core? Councillor Walker suggested that B&B Tree Specialists do all Essential work and if they do a good job, we can then ask them to quote for the Desirable work? It was **RESOLVED** to accept the quotation from B&B Tree Specialists at a cost of £1,050 plus VAT. It was proposed by Councillor Parry and seconded by Councillor Walker and all were in favour.

- d) **Litter Bins:** To consider and resolve to purchase 2 off Glasdon Topsy Royale litter bins at a cost of £164.08 each, totaling £328.16. To replace the large litter bin at the entrance to the recreation fields following H & S concerns raised by NKDC due to the weight of the metal liners when emptying the bin. Concerns were raised as to why this is now a problem. Clerk to clarify. It was agreed to **DEFER** this item and was proposed by Councillor Holmes and seconded by Councillor Peek and all were in favour.
- e) **Street Light:** To consider and resolve to replace street light 3 Kings Road, obsolete and damaged concrete column etc. with a new 6m steel column complete with a new 19watt LED lantern controlled by an all-night photocell (new column to be sited in footway) included transferring the underground electricity service and removing / disposing of the old column etc, at a cost of £1,049.00. It was **RESOLVED** to approve, proposed by Councillor Parry, seconded by Councillor Holmes and all were in favour.
- f) **Accounts for Payment:** To consider and approve accounts for payment. Report circulated prior to the meeting (Appendix 2). Councillor Parry asked when the next Finance meeting was. Councillor Byatt commented that this will be arranged for November/December. It was **RESOLVED** to approve the accounts as presented, proposed by Cllr Holmes, seconded by Cllr Walker and all were in favour.
- g) **Financial Report:** To receive a report from the RFO on the PC finances, Income and Expenditure (report circulated with agenda). It was **RESOLVED** to accept the report as presented, proposed by Councillor Holmes, seconded by Councillor Walker and all were in favour.

Councillor Byatt asked Councillor Parry with regard to the match funding from our RAF 100 event. Councillor Parry advised he has a meeting tomorrow to discuss this. We can then arrange for the cheque to be presented to the RAF Benevolent Fund.

8. **Correspondence:** None.

9. **To receive verbal or written reports from Working Groups:**

- i) Community Assets (Notes circulated prior to meeting) - A new Chairman will be elected at the next meeting.
- ii) Environmental – (Notes circulated prior to meeting) A meeting is being held next week. Councillor Byatt thanked the Working Group for their hard work.

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Traffic in the Village was discussed. Can this be managed without causing arguments. This will be discussed further in the Working Group and proposals brought to full council.

iii) Forward Planning - (Notes circulated prior to meeting) No comments.

**10. To receive reports on Outside Meetings:**

- i) To receive a report from Councillors Byatt and Wilson, the Clerk and Administration Assistant on the Clerk / Councillors Day held on 27th September 2018. Councillor Byatt advised how good the buffet was and advised members that it was a good day but that we could learn from Skellingthorpe that their consultation process was not followed, we need to make sure ours is done properly. Councillor Byatt also advised members that the rooms where the talks were held were not very good as they could hear the Clerks next door so could not hear their speakers and from where they were sitting the could not see the slides. Maybe we could have a dementia friendly café in the Hub. Some Doctors may refer patients to group sessions, i.e. cookery classes, maybe this could be something to think about for the Hub as a form of revenue. We need a consultation with Wendy at LCC - a meeting date to be arranged. Paul Drury has offered his help with anything we need. Councillor Byatt also commented that lines of communication need to be open with the community and we need to interact with them.
- ii) First Aid at Work - Councillor Holmes advised members that it was good to go back and revisit First Aid. He learnt new techniques, CPR. Things are easier to remember and are simplified. He learnt how to use De-fibs and thinks all Councillors and Staff should attend. Councillor Holmes advised that there is a National Register of De-Fibs and will be circulated soon. The name of the Mowgli needs to be changed on the posters and can the website be checked that the locations of the de-fibs is on there. It was questioned who maintains the de-fibs and is there a budget for the change of pads?

Although not on the Agenda, Councillor Parry and Councillor Peek attended the LALC Conference and Councillor Parry advised members that the main speaker was not there, and this was very disappointing. They were asked for a reasonable budget increase and the Councillor from Skegness couldn't see why but after the new Chairman spoke everyone, but Skegness, agreed.

- 11. Working Groups, Committees & Representatives to Outside Bodies:** To consider and resolve to amend the working groups, committees and representatives to outside bodies, to appoint members accordingly following recent resignations (amended document circulated with agenda). Councillor Holmes suggested that we make the working groups committees. Councillor Byatt said you can co-opt anyone onto workings groups, i.e. the public. Councillor Kendrick did not agree. Councillor Byatt explained that there would be more work generated if the working groups were changed to committees. The turnover of Councillors is large and working groups are changing all the time. Councillor Byatt said we need to tell potential Councillors what is involved in becoming a Councillor before they have their induction. How can we improve our public face? Full council to arrange a meeting to discuss recruitment and an informal meeting to discuss why councillors leave. Councillor Kendrick also commented that councillors are not allowed to put items on the agenda, why is

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this? Councillor Kendrick also felt that there is a feeling of executive on the parish council and why was it not discussed when the events group was put into the forward planning working group. It was agreed to **DEFER** this item and was proposed by Councillor Holmes and seconded by Councillor Kendrick and all were in favour.

**12. Planning:**

- a) [18/1304/HOUS](#) Proposal: Erection of first floor rear extension at 32 Lincoln Road, Metheringham, Lincoln, LN4 3EE - **No Objection**
- b) [18/1108/OUT](#) Proposal: Erection of up to 5 dwellings (outline with means of access to be considered) at Land North of Fen Lane, Dunston, LN4 2HB. **Note: To be considered due to sewage issues.** There was a concern that Anglian Water would use the village to carry sewage therefore causing more traffic. Anglian Water are proposing to increase number of holding tanks and or increase size of some whilst also increasing number of non-return valves in the system with the result that more tankers will be required to manage the increased stored sewage. There is currently no permanent solution offered by Anglian Water to the issue.
- c) [18/1422/FUL](#) Proposal: Conversion and extension of barn to form two dwellings including demolition of outbuilding at Waneham Farm, Sleaford Road, Metheringham, Lincoln LN4 3DQ - **No Objection** as a planning application for another conversion has already been agreed.

**13. Additional Car Parking:** To consider and resolve to initiate consultation for an extension to the car park, Prince's Street. Councillor Kendrick asked who would pay for the charging points? Councillor Holmes responded some companies will install free of charge but will take some money or we could put them in ourselves, however they would need maintaining. Members to look at the four plans and give opinions as soon as possible, so consultations can be started. It was discussed that the villagers will be involved. It was **RESOLVED** that consultations will be started after the next informal meeting. It was proposed by Councillor Parry, seconded by Councillor Peek and all were in favour.

**14. Date, time and venue of next meeting:** Tuesday 27<sup>th</sup> November 2018 at 19:15 in the Village Hall.

**15. Public Bodies (Admission to Meetings) Act 1960 Exclusion of Press and the Public:** To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business. It was **RESOLVED** to exclude the press and public due to the confidential nature of the business to be considered, this was proposed by Councillor Peek, seconded by Councillor Kendrick and all were in favour.

**16. Metheringham Library Building High Street:** To receive an update in relation to the future of the Library Building - Councillor Byatt provided members with an update.

The meeting closed at 22:00

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Dated: 27<sup>th</sup> November 2018

<b>Date Raised</b>	<b>Description</b>	<b>Action Required</b>	<b>Action by</b>	<b>Progress dated</b>	<b>Update on Progress</b>	<b>Action Required by Date</b>
2015	Pot holes/poor surface: Metheringham Fen Lane High Street, Prince's Street, Londesborough Way, Skipwith Crescent	List of issues sent to Cllr R Kendrick meeting held with highways on 26-07-17 Meeting with highways manager held 13-11-17	<b>LCC</b>	26-02-18	High Street is now scheduled for 2019-2020. Londesborough Way etc is schedule but no dates provided.	<b>Overdue</b>
Mar 2016	Q - Water pooling in the village hall car park.	Improve drainage	<b>MPC IH</b>	07-09-17	One quotation received.	<b>TBC</b>
07-03-17	Q – Extend car park Prince's Street	Obtain quotations	<b>MPC IH</b>	17-01-18	Vere Bros quote received, still waiting for Minster Surfacing and EKM.	<b>TBC</b>
15-11-16	Q - Currently limited publicity of village amenities	Cost businesses display sign	<b>MPC SNS/SM</b>	26-02-18	Contacted NKDC & Business List produced Requested quotations not yet received	<b>TBC</b>
21-02-17	Q - Cleaning of war memorial	Obtaining quotations	<b>MPC SM</b>	30-10-18	Quotations obtained, cleaning complete nose repairs to be carried out Friday.	
20-04-17	Q - Toilets for recreation field	Obtain quotations	<b>MPC NB/SNS</b>	30-10-18	Being progressed by Forward Planning Working Group	<b>TBC</b>
06-07-17	Complaint re: Trees overhanging footpath 91 Lincoln Road	Reported to Councillor Kendrick	<b>LCC RK</b>	13-11-17	Multi-agency resolution in progress	<b>Overdue</b>
11-07-17	Illegal fly posting	Letter sent to Greenman asking if they are interested in the business signage proposal	<b>LCC RK</b>	30-10-18	No reply received Enforcement Required by LCC, prior to 2019.	<b>Overdue</b>
08-08-17	Village entrance signs	Meeting with stone mason	<b>MPC SNS</b>	19-06-18	Plan & details submitted to LCC 30-01-2018, Two sites	<b>Spring 2019</b>

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Date Raised	Description	Action Required	Action by	Progress dated	Update on Progress	Action Required by Date
					approved. Waiting for LCC to make contact again.	
06-09-17	Connection to mains water/sewerage Prince's Street for public toilets	Contact Anglian Water to obtain forms etc	<b>MPC SNS</b>	19-06-18	Forms obtained, draft required, planning permission required & forms to be completed & submitted.	
23-01-18	Commonwealth War Graves signage required in village	Purchase new finger sign for war memorial garden. Obtain approval from the diocese to erect signs.	<b>MPC PC REV AC</b>	21-08-18	Finger post installed – complete. Approval required from the diocese, Rev Alan Coates obtaining consent	<b>July 2018 Overdue</b>
23-01-18	Armistice Day 2018	Meetings held with Reverend Alan Coates & Mike Credland	<b>MPC SNS/SW</b>	30-10-18		<b>Nov 2018</b>
15-02-18	Register of Interests	Members to check their registers for potential updates	<b>MPC ALL</b>	24-09-18		<b>Overdue</b>
21-03-18	The Stables 36b High Street. Long term future of the property.	Decision by NKDC empty homes group.	<b>NKDC</b>	24-09-18	Awaited	<b>Overdue</b>
24-04-18	Complaint from resident re possible location of public toilets, Prince's Street	Attended AMC in May & June PC meeting to raise his concerns, was asked to send an e-mail	<b>MPC</b>	24-09-18	Awaited	
26-04-18	Parking Enforcement	Request to LCC for monthly updates	<b>LCC RK</b>	21-08-18	No response	<b>Overdue</b>
20-06-18	Potential need for a strategy to recruit new Councillors	Produce Strategy	<b>MPC SNS/DP</b>			
01-08-18	E-mail received from Linden Homes, in relation to tree belt	MPC to decide if they would like to take	<b>MPC Env</b>	23-08-18	Recommendations sent to Linden Homes.	

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<b>Date Raised</b>	<b>Description</b>	<b>Action Required</b>	<b>Action by</b>	<b>Progress dated</b>	<b>Update on Progress</b>	<b>Action Required by Date</b>
	adjacent to Dunston Road	ownership of this land	<b>W group</b>			
15-08-18	Damp on front office wall	Contact NKDC	<b>MPC SNS</b>	23-08-18	M Baldry from NKDC has visited the office. Kier Group have investigated waiting response.	
27-08-18	RAF 100 event	Organize	<b>MPC ALL</b>	30-10-18	Complete – Potential match funding from Blakemore.	
11-09-18	MACLA	Organize meeting for interested parties	<b>MPC SM/SNS</b>	30-10-18	Ongoing group taking this forward	
18-09-18	Christmas Tree	Order	<b>MPC SNS</b>	18-09-18	Ordered	
20-09-18	Wall – Church Walk	Repair damage	<b>NKDC</b>	30-10-18	Cllr Money responded NKDC are responsible.	
20-09-18	SID's not working correctly	Return to supplier for investigation/repair	<b>MPC IH/SNS</b>	24-09-18	Waiting for collection by company.	
25-09-18	New push mower	Order	<b>MPC SNS</b>	30-10-18	Delivered – Complete	

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