



**Minutes 09/2018 of Metheringham, Sots Hole and Tanvats Parish Council**  
**Meeting held on Tuesday 27<sup>th</sup> February 2018 at 19:15 in the Village Hall,**  
**Middle Street**

**Present:** Councillors N Byatt, A Cleland, P Ford, H Foster, J Kendrick, D Parry, S Peek, S Stocker, P Stallebrass and S Wilson (Chairman).

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

**Officer:** S Stafford – Clerk

**Public:** Six members of the public were present

1. **Chairman's Remarks:** The Chairman Councillor Wilson, welcomed everyone to the meeting, including the public and new Councillor Dave Parry. She thanked everyone for braving the elements on such a cold and snowy night. 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 accept Apologies for absence and reasons given:**  
There were no apologies received.
3. **Members Declarations of Interests:**
  - a) Declarations of interest: No declarations of interest were made.
  - b) Dispensations: There were no dispensations.
4. **Notes of the Parish Council Meeting:** Held on 30<sup>th</sup> January 2018 having been previously circulated, be approved as the minutes. It was **RESOLVED** to sign the minutes as a true record of the meeting, proposed by Councillor Stocker, seconded by Councillor Stallebrass, three abstentions (Councillors Foster, Parry and Peek) and five were in favour.
5. **Reports from representatives on outside bodies:**
  - a) **Lincolnshire County Council (LCC):** Councillor R Kendrick informed members LCC have set their budget for 2018-2019, the Revenue Support Grant has reduced for the past 10 years, from £200 million to £20 million. Adult & Child safeguarding, fire & rescue and highways are amongst the priorities. LCC is the 3rd lowest funded of all the shires. LCC are still lobbying for Fairer Funding for Lincolnshire and appreciate support from MPC. LCC have 43 gritters that cover the county's road network. There are 1500 young carers in the county LCC are looking to support them further. A meeting has been secured with the Police & Crime Commissioner (PCC) for Lincolnshire – Marc Jones to be held on 08-05-2018 at 7:00pm in the village hall.
  - b) **North Kesteven District Council (NKDC):** Councillor Kendrick reported that the full council meeting will be held this week. Social housing is a priority and a number of new properties have been built and now

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

occupied. A Bye-election took place for Witham St Hugh's and Councillor Peter Rothwell has been elected.

*Councillor R Kendrick left the meeting at 19:47*

- c) Parish Dog Warden Report: The dog warden's report was circulated prior to the meeting. Councillor Byatt asked for figures in relation to how many people the dog warden had asked if they were carrying waste disposal bags. Clerk to speak to the do warden.
- d) Bracebridge Heath Neighbourhood Policing Team:  
During period 30<sup>th</sup> January 2018 and 27<sup>th</sup> February 2018 there have been 5 recorded crime as follows:
- Vehicle Crime – Skipwith Crescent, Metheringham- 02/02/18 - 04/02/18 – Fuel tank has been tampered. Filed as undetected.
  - Vehicle Crime - NKDC, Metheringham –06/02/18- 1800 - 0645 – Batteries have been removed from rubbish trucks. Investigation is still on going.
  - Theft – Sleaford Road, Metheringham – 06/02/18- 1100- 1126- Items taken from a garden – Investigation is still on going.
  - Theft – Pumping Station, Metheringham – 09/02/18 – 1800 and 12/02/18 – 0600 – Theft of workbench – Investigation is still on going.
  - Theft – Sleaford Road, Metheringham – 13/02/18 – 0047 – 0055 – Theft of work tools from a van parked at a property – Investigation is still on going.
- e) To receive reports from Council representatives on other outside bodies:
- i) Village Hall Management Committee: Unfortunately, Councillors Cleland and Kendrick were unable to attend the last meeting. Apparently the VHMC treasurer has resigned, it was queried who is left on the committee.
  - ii) Metheringham Swimming Pool: Councillor Cleland attended the AGM on 24-02-2018, there were approximately ten people in attendance. They are actively looking for volunteers to assist with the day to day operation of the pool. Their accounts show a balance of £10,200.00. They may approach MPC for a grant to assist with relocating the tuck shop etc.
6. **Clerks report on matters outstanding:** The Clerks report was circulated on the Monday prior to the meeting, to ensure it is as up to date as possible.
7. **Financial matters:**
- a) **Grit Bin:** To consider and resolve to purchase a 200 litre grit bin to be located at the junction of Shiregate/Paddock Lane following request from a resident, at a cost of £94.40 from ESE Direct. It was **RESOLVED** to purchase the grit bin as detailed above, proposed by Councillor Byatt, seconded by Councillor Parry and all were in favour.
  - b) **Street Light:** To consider and resolve a request from a resident on Dane Close to supply & install a new 6 metre steel column complete with a 19 watt ECO LED lantern controlled by an all-night photocell, at a cost of £506.00; in addition the cost to provide a new unmetered electricity service connection to the above street light, would be £683.00 = Total

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Cost £1189.00 and decide accordingly (circulated with agenda).  
 Following a short discussion members could not justify a new light in this location, MPC currently maintain 203 street lights and need to replace a number of old concrete columns, therefore it was **RESOLVED** not to install a new street light, proposed by Councillor Parry, seconded by Councillor Foster and all were in favour.

- c) **Tree Works:** To consider and resolve quotations received for the following tree works (circulated with agenda):
- i) Removal of fallen branch/stump - Recreation field (south) near to skate park & zip wire, Princes, Street, Metheringham, LN4 3BX
  - ii) Possible removal of remainder of tree - Recreation field (south) near to skate park & zip wire, Princes, Street, Metheringham, LN4 3BX
  - iii) Lift tree canopy to ensure a minimum clearance of 2.0m from the equipment (MUGA) - Recreation field (south) near to skate park & zip wire, Princes, Street, Metheringham, LN4 3BX
  - iv) Lift tree canopies of tress (particularly the trees to the rear of the park on the right hand side, when you enter the park. - Shiregate Play Park, Cavalry Court, Metheringham, LN4 3YP.

Following a review of the three quotations it was **RESOLVED** to instruct Sarah Mitchell Tree & Garden Services Ltd to carry out the above work, proposed by Councillor Ford, seconded by Councillor Byatt and all were in favour.

- d) **Lincolnshire Association of Local Councils (LALC):** To consider and resolve annual subscription to Lincolnshire Association of Local Councils (LALC) 2018/2019 at a cost of £615.74 (budgeted item). It was **RESOLVED** to renew the annual subscription to LALC, proposed by Councilor Stocker, seconded by Councillor Ford and all were in favour.
- e) **Finger Post:** To consider and resolve a new finger is added to the sign in the war memorial garden to state: St Wilfird's Church & Commonwealth War Graves at a cost of approximately £120.00. It was **RESOLVED** to purchase a new finger from William Smith, proposed by Councillor Stocker, seconded by Councillor Byatt and all were in favour.
- f) **Accounts for Payment:** To consider and approve accounts for payment (circulated separately).

Payment To	Receipt No	Description	Amount
Homebase	428	Pint for War Memorial fence	46.67
LAP	429	Petty cash for provisions	120.00
Eclipse ECS	430	Window cleaning - LAP / Library	15.00
Café 849	431	Provisions re F&F debrief	90.00
Universal colour	432	Flash drive memory stick	7.30
Amazon	433	Roller blind for LAP	13.32
Amazon	434	Surge plug for Library	4.46
Royal British Legion	435	Poppies (plastic) for WM	54.90
Amazon	436	Pigeon Spikes for Beacon	7.07
Freedom Fire	437	CCTV fault - repair	60.00
Daisy Comms	438	LAP phone	51.88
SLCC	439	ILCA training for Admin Assistant	99.00
Metheringham School	442	Utility use Pavilion	510.19
Amazon	443	Paper cups for Library	6.66
Thomas Talbot	444	GPC - Grant	500.00
Janet Burrows	445	LAP / Library cleaning	110.00

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

Employees	446/454	Salaries/PAYE/Pension/expenses	<b>4,228.93</b>
WAVE	455	Toilet water /sewerage rates	<b>56.23</b>
Rychway	456	Greetings cards (Library)	<b>29.67</b>
Bonnetts	457	Cleaning materials	<b>37.50</b>
Metheringham VH	458	Monthly hire fee	<b>25.00</b>
Burdens Group	459	Service of Machinery	<b>471.67</b>
<b>Total Expenditure</b>		<b>February 2018</b>	<b>6,545.45</b>

It was **RESOLVED** to make payment of the February 2018 accounts as detailed above, proposed by Councillor Stallebrass, seconded by Councillor Stocker and all were in favour.

- g) **Financial Report:** To receive a report from the RFO on the PC finances, Income and Expenditure (circulated separately). Councillor Ford reported the money £75,000.00 invested into a higher interest account in 2017, has now been transferred back to the current account and earned £675.00 interest. The 3<sup>rd</sup> year library revenue grant of £5,167.00 from LCC has been received. It was **RESOLVED** to accept the report as presented, proposed by Councillor Stocker, seconded by Councillor Stallebrass and all were in favour.

8. **Correspondence:**

- a) To note general correspondence (publications and letters are available for inspection at the meeting).
- b) Lincs Rural Housing Association: To consider a letter from Lincs Rural Housing Association – Is there a need for more affordable housing in your community? There is a need for affordable housing in Metheringham, Clerk to make contact to ascertain what assistance Lincs Rural Housing can offer.

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

**Events:** The events working group notes were circulated prior to the Meeting. Events agreed at the last meeting are being progressed. The next meeting is to be held on Tuesday 06-03-2018 at 7.15pm in the parish council office.

10. **Planning:** [18/0159/FUL](#) Proposal: Erection of dwelling with first floor accommodation within roof space at 4 Dunston Road, Metheringham, Lincoln, LN4 3ED. The plans for the application are confusing and need clarification. The dormer window will overlook the property to the rear on Rossington Close, causing a loss of privacy/overlooking. It was therefore **RESOLVED** to object to the application, proposed by Councillor Byatt, seconded by Councillor Ford and all were in favour.

11. **The Stables 36b High Street:** To receive an update from NKDC in relation to action taken regarding the property and the vermin infestation. Unfortunately Councillor Kendrick had left the meeting. There were mixed views from members present regarding the progress made. A fire officer had visited the MPC office and stated the property has a fire notice category 9. The Clerk has requested a meeting with NK officers and District Councillors but the e-mail response from NK did not mention the request; Clerk to follow up. A Community Protection Notice, Anti-social Behaviour, Crime and Policing Act 2014 s43 may be an option and should be considered by the parish council.

*Councillor Stocker left the meeting at 20:09.*

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

12. **Official Play Park Opening:** To consider and resolve the new play park will be officially opened on Friday 11<sup>th</sup> May 2018. The previous dates discussed were not deemed suitable. The suggested date is now 11<sup>th</sup> May to incorporate the opening of the 2018 season of the swimming pool. WREN are to be invited along with the winners of the competitions. It was **RESOLVED** the official opening will take place on 11<sup>th</sup> May 2018, proposed by Councillor Byatt, seconded by Councillor Foster and all were in favour.
13. **Crime and poor performance in the waste sector:** To consider a request from NALC to respond to a consultation on Crime and poor performance in the waste sector. [See attached link to consultation.](#) Members had strong views on this subject, it was **RESOLVED** comments are to be e-mailed to the Clerk who will submit to NALC. Proposed by Councillor Byatt, seconded by Councillor Cleland and all were in favour.
14. **Meeting Dates:** To consider and resolve meeting dates for 2018 (circulated with agenda). Councillor Peek asked why there was a meeting in August, this is in the schedule at the current time but may be changed nearer the date, if insufficient members are available. It was **RESOLVED** to approve the meeting dates for 2018, proposed by Councillor Cleland, seconded by Councillor Stallebrass and all were in favour.
15. **Date, time and venue of next meeting:** Tuesday 27<sup>th</sup> March 2018 at 19:15, in the Village Hall.
16. **Public Bodies (Admission to Meetings) Act 1960 Exclusion of the 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, the Press and the Public be excluded from the Meeting. 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 Foster, seconded by Councillor Byatt and all were in favour.
17. **Metheringham Library Building/NHS Building High Street:**
- i) To receive an update in relation to the future of the Library building and NHS building. Option 1 in confidential report dated 27-02-2018 reference 09/2018 Item 17 approved.
  - ii) To consider and resolve document is sent to LCC in relation to the library building (circulated separately). The document had been circulated prior to the meeting, it was **RESOVLED** to send the document to LCC and any subsequent additions made, proposed by Councillor Byatt, seconded by Councillor Cleland and all were in favour.

The meeting closed at 21:13

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

Date Raised	Description	Action Required	Action by	Progress dated	Update on Progress	Action Required by Date
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	LCC	26-02-18	Meeting held with highways manager e-mail received 28-11-17. High Street is now scheduled for 2019-2020. Londesborough Way etc is schedule but no dates provided.	Overdue
Mar 2016	Q - Water pooling in the village hall car park.	Improve drainage	MPC NB	07-09-17	Quotations being obtained, one received, Cllr Byatt chasing	TBC
07-03-17	Q – Extend car park Prince's Street	Obtain quotations	MPC SNS/NB	17-01-18	Vere Bros quote received, still waiting for Minster Surfacing and EKM.	TBC
15-11-16	Q - Currently limited publicity of village amenities	Cost businesses display sign	MPC SNS/LE	26-02-18	Contacted NKDC & Business List produced Waiting for quotation from Display pro	TBC
21-02-17	Q - Cleaning of war memorial	Obtaining quotations	MPC SNS/LE	26-02-18	Spoken to Lincolnshire Co-op, waiting for reply	Mar 2018
01-03-17	Land Registry	First registration of PC land documents sent to solicitors	MPC SNS	26-02-18	Ongoing	TBC
20-04-17	Q - Access to pavilion	Obtain quotations to make pavilion more accessible	MPC SNS/NB	26-02-18	Order placed with Green & Sons 02-11-17. Waiting for weather to improve	Mar 2018
20-04-17	Q - Toilets for recreation field	Obtain quotations	MPC NB/SNS			TBC
19-06-17	Request from resident to Cllrs Wilson & Byatt for two seats to be installed on the NK grass area near the lagoon.	E-mail sent to resident	MPC C & ED w/group	20-09-17	Formal request to be sent to NKDC.	
06-07-17	Complaint re: Trees	Reported to Councillor	MPC	13-11-17	Multi-agency resolution in	Overdue

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

Date Raised	Description	Action Required	Action by	Progress dated	Update on Progress	Action Required by Date
	overhanging footpath 91 Lincoln Road	Kendrick	SNS/RK		progress	
11-07-17	Illegal fly posting	Letter sent to Greenman asking if they are interested in the business signage proposal	LCC RK	18-10-17	No reply received Enforcement Required by LCC	Overdue
19-07-17	Pedestrian Crossing markings worn	Repaint Pedestrian Crossing	LCC RK	28-11-17	Waiting LCC highways	Overdue
07-08-17	Update website	Website fully checked & updated	MPC SNS	February 2018	Ongoing	
10-08-17	Update Office Screen	Re-vamped to include photo collage	MPC SNS	February 2018	Ongoing	
08-08-17	Village entrance signs	Meeting with stone mason Obtain consent form	MPC SNS	30-01-18	Plan & details submitted to LCC 30-01-2018	Spring 2018
	NHS Building	Letter of interest of intent sent 23-08-17	MPC SNS	February 2018	Ongoing	
06-09-17	Connection to mains water/sewerage Prince's Street for public toilets	Contact Anglian Water to obtain forms etc	MPC SNS	February 2018	Forms obtained, need to be completed and submitted.	
26-09-17	Bike rack	Deliver and install	MPC SNS	26-02-18	Bike stand delivered to be installed when weather improves	March 2018
26-09-17	Lack of information on police report	Letter sent to the Inspector 23-10-17	MPC SNS	23-10-17	Meeting with PCC arranged for 08-05-2018	
18-11-17	Complaint re parking on High Street	Waiting feedback from LCC	LCC/ RK	28-11-17		
23-01-18	Commonwealth War Graves signage required in village	E-mail sent to cwgc	MPC SNS	26-02-18	Application form received, need consent from diocese	April 2018
23-01-18	Armistice Day 2018	Meetings held with Reverend Alan Coates 25-01-18 & Mike Credland 08-02-18	MPC SNS/SW	February 2018	Ongoing	Nov 2018

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Dated: 27<sup>th</sup> March 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>
29-01-18	Library Year 3 Revenue Grant available	Complete & Submit Form to LCC	<b>MPC SNS</b>	26-02-18	Form submitted to LCC for Year 3 Revenue Grant, Grant received 26-02-2018	<b>Complete</b>
24-01-18	Fallen Tree – Recreation field	Remove Stump & tree	<b>MPC PC</b>	26-02-18	Quote obtained – PC Agenda 27-02-18 Item 7c	
30-01-18	Nesting birds on beacon	Install plastic pigeon spikes	<b>MPC SNS/PC</b>	26-02-18	Installed by PC	<b>Complete</b>
31-01-18	Register Administration Assistant for ILCA	Clerk to register	<b>MPC SNS</b>	26-02-18	Registered 31-01-18	
01-02-18	Precept Request to NKDC	Submit Precept Request Forms	<b>MPC SNS</b>	26-02-18	Submitted 01-02-2018	<b>Complete</b>
30-01-18	War Memorial hedge	To cut hedge	<b>MPC SNS</b>	26-02-18	Work was due to be done on 23-02-18, but has been delayed due to the weather	
07-02-18	Poppies for Armistice Day	Order x 10 for the war memorial garden	<b>MPC SNS</b>	26-02-18	Delivered in office	<b>Complete</b>
12-02-18	No fouling signs	Request quotation for new signs x 6	<b>MPC SNS</b>	26-02-18	Waiting for quotation	
15-02-18	Register of Interests	Members to check their registers for potential updates	<b>MPC ALL</b>	26-02-18		
22-02-18	New Councillor name badge	Order	<b>MPC SNS</b>	26-02-18	Ordered, waiting delivery	
26-02-18	New Councillors Inductions	Prepare documents & arrange meeting	<b>MPC SNS/SW</b>	26-02-18	Arranged for 26-02-18	

Q – Quotation Required

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