



Minutes 10/2018 of Metheringham, Sots Hole and Tanvats Parish Council
Meeting held on Tuesday 27th March 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: No members of the public were present

1. **Chairman's Remarks:** The Chairman Councillor Wilson, 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 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 27th February 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 Cleland and all were in favour.
5. **Reports from representatives on outside bodies:**
 - a) **Lincolnshire County Council (LCC):** Councillor R Kendrick informed members LCC have received an extra £3.4 million to repair pot holes, giving a total of £12.4million. However the total backlog of repairs equates to £300million. The executive Councillor for highways are preparing a pot hole plan. The health scrutiny committee have been involved in the investigations into the poor service of Thames Ambulance. The NHS CCG have recruited a new Chief Executive and some of the target figures have improved. The consultation on SENDS has ended, some pupils are travelling up to 3 hours per day. Proposals have been made to improve the service.

Councillor Stallebrass arrived at the meeting at 19:22.

- b) **North Kesteven District Council (NKDC):** Councillor Kendrick informed members about a consultation on Standards & Public life ethical standards, closing date 18-05-2018. A number of new contracts for NK services have commenced, eg Countryside NK – is now operated by Hill Holt Wood. The issues of overgrown trees etc at 91 Lincoln Road, is

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ongoing, a multi-agency meeting has been held. Councillor Byatt asked what action had been taken in relation to this property, apparently no order has been served, as there are safeguarding issues, a case conference is to be held. The parish council have requested a meeting with NKDC regarding the Stables, High Street, waiting for a response from NKDC. Councillor Stocker raised his concerns about the poor state of the carriageway of Dunston Heath Lane from the A15 to the B1188, there are huge potholes.

Councillor R Kendrick left the meeting at 19:40

- c) Parish Dog Warden Report: The dog warden's report was circulated prior to the meeting. The Clerk had supplied Councillor Byatt with details of Public Spaces Protection Orders (PSPO's). The parish council need to look at options to reduce fouling eg measures, CCTV etc. Clerk to contact Washingborough Parish Council regarding their dog warden.
- d) Bracebridge Heath Neighbourhood Policing Team:
During the period 27th February 2018 to 27th March 2018 there have been 3 recorded crime as follows:
- Burglary Other – Middle Street, Metheringham – 25/03/18-1700 – 26/03/18- 0500 – Entry to sheds and off road motorcycle stolen – Investigation still ongoing.
 - Vehicle Crime –Squash Club, Metheringham – 22/03/18-1920–2100 –Vehicle has been keyed – investigation still ongoing.
 - Theft –Caroline Road, Metheringham – 05/03/18 – 06/03/18- Van broken into and items taken – Filed as undetected.

Councillor Stocker left the meeting at 19:40.

- e) To receive reports from Council representatives on other outside bodies:
- i) Village Hall Management Committee: Councillor Cleland informed members the village hall may have a new treasurer. They currently have £5,500 in the bank. They are organizing fundraising events such as a fashion show. Some committee members have left but no replacements have come forward, there were 8 members present
- ii) Metheringham Swimming Pool: There was no report from the swimming pool.

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) **Two Tier Planters:** To consider and resolve to purchase 2 off, two tier planters to be installed in the war memorial garden at an approximate cost of £1,200.00. Some members thought the planters were too expensive, therefore it was agreed to **DEFER** this item to investigate other options. Proposed by Councillor Foster, seconded by Councillor Byatt and all were in favour.

Councillor Stocker returned to the meeting at 19:58.

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- b) **Annual Village Meeting:** To consider and resolve to purchase refreshments for the annual village meeting at an approximate cost of £200.00. It was **RESOLVED** to order the food from M&S, proposed by Councillor Byatt, seconded by Councillor Foster and all were in favour.
- c) **Best Kept Village & Small Town Competition 2018:** To consider and resolve to enter the BKV Competition 2018 at a cost of £30.00. It was **RESOLVED** not to enter the BKV competition this year, proposed by Councillor Cleland, seconded by Councillor Foster and all were in favour.
- d) **There But Not There:** To consider and resolve to purchase a [Tommy](#) (6ft aluminium) sculpture to commemorate the Armistice 2018 period. It was **RESOLVED** not to purchase a Tommy sculpture, proposed by Councillor Ford, seconded by Councillor Byatt and all were in favour.
- e) **Accounts for Payment:** To consider and approve accounts for payment (circulated separately).

Payment To	Receipt No.	Description	Amount
Pygott & Crone	460	NHS building valuation	350.00
F1 Help	461	LAP computer issue	30.00
Display pro	462	No fouling signs	18.33
Badgemaster	463	Name badge for councillor	7.83
Amazon	464	Stationery - ink toner	43.99
ESE Direct	465	Grit Bin - Shiregate	94.40
Play Inspection	466	Play park inspection	195.00
Badgemaster	467	Name badge for councillor	7.83
Amazon	468	Stationery - pencils	7.07
Amazon	469	Stationery - box of paper	16.66
Amazon	470	Misc stationery - staples / sleeves etc	23.04
Display pro	471	No Fouling signage	69.38
Amazon	472	Stationery – blue tack	2.08
Amazon	473	Stationery - card	2.25
Amazon	474	Stationery – USB charger	3.31
Eon	475	Energy supply	594.30
LALC	476	Training - lunch for admin assistant	8.00
Progreen	477	Roundup Provantage 480	178.30
WAVE	478	LAP - water / sewerage rates	43.74
WAVE	479	Library - water - sewerage rates	43.74
WAVE	480	Sports field water/sewerage	12.27
Eclipse windows	481	Window cleaning - LAP / Library	15.00
Eon	482	1 Princess Margaret Av. Repair	23.47
Daisy Comms	483	LAP phone	52.39
Npower	484	LAP Electricity Nov 17 - Feb 18	129.43
SSE	485	Library electricity	174.58
Smart group	486	Speed Enforcement (SID) equipment	3,087.00
TV Licensing	487	Library	147.00
Meth Village Hall	488	Monthly Hire Fee	25.00
Employees etc	489/97	Salaries / PAYE / pension / expenses	4,270.50
Janet Burrows	498	LAP / Library cleaning	77.00
Hill Holts wood	499	Cut Hedge at War Memorial	335.00
Nicholas Hancox	500	Dunston Rd allotment land registry	530.00
Total Expenditure		March 2018	10,617.89

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

- g) **Financial Report:** To receive a report from the RFO on the PC finances, Income and Expenditure (circulated separately). It was **RESOLVED** to accept the report as presented, proposed by Councillor Byatt, seconded by Councillor Stocker and all were in favour.
8. **Correspondence:** To note general correspondence (publications and letters are available for inspection at the meeting).
9. **To receive verbal or written reports from Working Groups:**
Events: The events working group notes were circulated prior to the Meeting. Councillor Byatt reported the official play park opening is to be held on 11-05-2018. The 1940's event is being progressed, the Blighty Bells have been booked. The scouts are to help with a village litter pick, to go towards their community service badges. They would also like to deliver the Annual Reports FOC and help at the AVM.
10. **Planning:**
i) [18/0254/FUL](#) Proposal: Siting of air conditioning unit, oil tank, outdoor generator, rainwater storage tank and change to fuel island layout and training hazard area re planning permission 16/0116/FUL) at Land Off Moor Lane, Metheringham, Lincoln, LN4 3HX. It was **RESOLVED** to support the application, proposed by Councillor Ford, seconded by Councillor Byatt and all were in favour.
ii) [18/0340/HOUS](#) Proposal: Erection of single storey rear extension at 77 Princes Street, Metheringham, Lincoln, LN4 3DE. It was **RESOLVED** to support the application, proposed by Councillor Stocker, seconded by Councillor Stallebrass and all were in favour.
11. **General Data Protection Regulations (GDPR):** To discuss the new General Data Protection Regulations that come into force on 25th May 2018 and to take necessary steps to be compliant (circulated with agenda). Having reviewed the documents the parish council strongly object to the new regulations. A letter is to be sent expressing this. Proposed by Councillor Byatt, seconded by Councillor Foster and all were in favour.
12. **Date, time and venue of next meeting:** **Annual Village Meeting** Tuesday 24th April 2018 at 19:00, in the Village Hall.
13. **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 Byatt, seconded by Councillor Stocker and all were in favour.
14. **Metheringham Library Building/NHS Building High Street:**
i) To receive an update in relation to the future of the Library building. Councillor Wilson provided an update. The Strategic Planning working group to review document prior to submission to LCC.

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- ii) To consider and resolve the future of the NHS building and take appropriate action. Confidential report dated 27-03-2018 reference 10/2018 Item 14 approved.

The meeting closed at 21:03

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Appendix 1 - Clerk's report

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	07-09-17	Quotations being obtained, one received.	TBC
07-03-17	Q – Extend car park Prince's Street	Obtain quotations	MPC	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	26-03-18	Ongoing, Allotments registered	TBC
20-04-17	Q - Access to pavilion	Obtain quotations to make pavilion more accessible	MPC SNS/NB	26-03-18	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.	

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Date Raised	Description	Action Required	Action by	Progress dated	Update on Progress	Action Required by Date
06-07-17	Complaint re: Trees overhanging footpath 91 Lincoln Road	Reported to Councillor Kendrick	MPC SNS/RK	13-11-17	Multi-agency resolution in progress	Overdue
11-07-17	Illegal fly posting	Letter sent to Greenman asking if they are interested in the business signage proposal	LCC RK	26-03-18	No reply received Enforcement Required by LCC, signs have been erected again on metal street columns	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	March 2018	Ongoing	
10-08-17	Update Office Screen	Re-vamped to include photo collage	MPC SNS	March 2018	Ongoing	
08-08-17	Village entrance signs	Meeting with stone mason	MPC SNS	19-03-18	Plan & details submitted to LCC 30-01-2018, still no reply	Spring 2018
	NHS Building	Letter of interest of intent sent 23-08-17	MPC SNS	March 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	LCC RK	26-03-18	Meeting with PCC arranged for 08-05-2018 by Cllr R Kendrick	May 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	26-03-18	Application form received, need consent from diocese	April 2018

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Date Raised	Description	Action Required	Action by	Progress dated	Update on Progress	Action Required by Date
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
24-01-18	Fallen Tree – Recreation field	Remove Stump & tree	MPC SNS	26-02-18	Complete	March 2018
24-01-18	Trees Shiregate Play Park	Lift canopies	MPC SNS	26-02-18	Complete	March 2018
31-01-18	Register Administration Assistant for ILCA	Clerk to register	MPC SNS	26-02-18	Registered 31-01-18	July 2018
30-01-18	War Memorial hedge	To cut hedge	MPC SNS	26-02-18	Complete	March 2018
12-02-18	No fouling signs	Request quotation for new signs x 6	MPC SNS	26-02-18	Complete	March 2018
15-02-18	Register of Interests	Members to check their registers for potential updates	MPC ALL	26-02-18		March 2018
22-02-18	New Councillor name badge	Order	MPC SNS	26-02-18	Complete - Delivered	
26-02-18	New Councillors Inductions	Councillors Foster & Parry attended, Councillor Stallebrass still outstanding	MPC SNS/SW	26-02-18		
06-03-18	Christmas Market Committee (CMC) request for meeting	Arrange meeting	MPC SNS	26-03-18	Waiting response from CMC	March 2018
08-03-18	Speed Indicator Devices	Order x 2 from sid signs	MPC SNS	26-03-18	Ordered 08-03-18, delivery due 29-03-18	April 2018
21-03-18	The Stables 36b High Street. Property/vermin infestation and long term future of the property.	Request to NKDC for a meeting, waiting response.	NKDC	21-03-18		April 2018
12-03-18	Litter bins – Grange Road	NKDC to monitor as they	NKDC	26-03-18		

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Date Raised	Description	Action Required	Action by	Progress dated	Update on Progress	Action Required by Date
	grass area	are extremely full				
21-03-18	Annual report – draft	Circulated to members for comments	MPC SNS	26-03-18	Waiting comments	March 2018
21-03-18	Complaints re building work on Land 42-48 High Street	Spoke to agent waiting for s38 technical approval from LCC Highways.	MPC SNS	27-03-18	This has been resolved & work should be commencing again shortly. MPC to monitor	April 2018
21-03-18	F & F	Inform public that the event will not take place this year	MPC SNS	27-03-18	Posted on facebook – Complete	March 2018
21-03-18	Community Spirit Award	Post on facebook for suggestions/nominations	MPC ALL	27-03-18	Posted on facebook – To be awarded at AVM	April 2018
22-03-18	Megaphone	Purchase suitable item	MPC	27-03-18		April 2018

Q – Quotation Required

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