

SCOTTER PARISH COUNCIL

Minutes of a Meeting of the Council held on 22nd April 2013

PRESENT: Councillor C. Day (Chairman), Councillors M. Armstrong, C. Baker, B. Billam, J. Bullivent, D. Capes, J. Fillingham, S. Hinman, S. Rayner and A. Sheardown. Mrs N. Altoft (Clerk) and Mrs M. Brown (Acting Clerk).

In attendance :

With no members of the public in attendance, the meeting commenced at 7.31pm.

01 2013/14 : To receive and approve apologies for absence

No apologies were received, with all Councillors present.

02 2013/14 : To receive declarations of interest in accordance with the Localism Act 2011

Councillor Sheardown declared an interest in agenda item 18 (minute 222 2012/13) in relation to the payment proposed to the Village Hall due to his position as a member of the Association. Councillor Rayner declared an interest in the same item due to a payment of expenses being made to him. Councillor Day declared an interest in relation to agenda item 6 (minute 210 2012/13) in his capacity as a member of Scotter War Memorial Playing Fields Committee. The Councillors declared their intention to refrain from voting on the relevant matter.

03 2013/14 : To approve the notes of the Council Meeting held on 18th March 2013 as the Minutes of that meeting

The Council considered the notes presented and

RESOLVED : To approve the notes of the Council Meeting held on 18th March 2013, as circulated, as the Minutes of that meeting. These were signed by the Chairman.

04 2013/14 : To receive a report from the Chairman on his recent inspection of Parson's Field

The Chairman reported that there was nothing to report of a safety concern. Councillor Baker commented that, with no-one attending the Friday Night Project over the last three weeks, she had become aware that the youngsters were camping out somewhere around Parsons Field or the playing fields and had received reports that the Fire Brigade had to be called out over the weekend. Councillor Day responded that the building of dens and lighting of fires had occurred historically in Parsons Field. He had seen nothing out of the ordinary in recent inspections but would monitor this carefully.

05 2013/14 : To agree which Councillors will be responsible for safety inspections of the cemetery and the playgrounds for the next month

Councillor Day stated his willingness to continue with cemetery inspections. Councillor Capes offered to continue the inspections of the playgrounds until the July meeting. He commented that the new trees planted at The Granary were being damaged by over-diligent strimming around them and the acting Clerk stated that she had asked the Village Person to be careful in this respect. The Chairman offered to spray around the trees to inhibit grass growth to eliminate the need for strimming and this offer was gratefully accepted.

06 2013/14 : To consider and approve actions necessary to complete the MUGA project

The Council considered the paper provided in support of this item and, at the conclusion of its deliberations and with the exception of Councillor Day who abstained on all items and Councillor Sheardown who abstained on item b,

RESOLVED : a) To make the payment with order to Northern Powergrid in the amount of £5466.00 plus VAT for the upgrading of the power supply to the playing fields, such monies to be subsequently reclaimed from Sport England and HMRC.

Initialled Chairman

- b) To place formal orders with EKM Ltd and Trent Valley Electricals Ltd for materials and services required to prepare for the cabling work by Northern Powergrid, currently estimated at c. £3.5k plus VAT.
- c) To approve the positioning of the cable under the Council's play ground, alongside the school fence.
- d) To make a contribution of up to £1.2k out of the 2013/14 Community Projects Fund towards the materials and services required to prepare for the cabling works, the balance of the cost to be met by the Tennis Club, the Cricket Club, the Playing Fields and the donations in memory of Mr C. Peace.
- e) To allow the Council's telephone number to be used as the first point of contact on the MUGA safety signage, with the Clerk to pass on any messages to the Chairman of the Playing Fields Committee.

07 2013/14 : To consider the response received from the Central Lincolnshire Joint Planning Unit regarding site allocations

The Council considered the paper provided in support of this item and, particularly, the e-mail response received from the Planning Unit with regard to the Council's concerns. The tone of this e-mail did little to alleviate those concerns. The acting Clerk reported that, having copied the letter to the Unit to Edward Leigh MP, he had now responded suggesting that the Council would be best served by addressing future such letters to the Head of the Unit (Michael Braithwaite). He has contacted Mr Braithwaite directly seeking a detailed response to the Council's letter, the various concerns the Council has regarding the consultation process and the relationship between rural development and local need and will report back when he receives a reply. The acting Clerk further reported that she had only recently become aware that Ward Councillor Underwood-Frost had moved house, such that it was unlikely that he had received the Council's earlier correspondence on this matter. This has now been forwarded to him at the new address.

Taking into account these factors, it was agreed that there was little more that the Council could do at this stage other than to wait for the public consultation meeting on the Site Allocations. The Unit has already contacted the Clerk to see whether such a meeting could be held in Scotter Village Hall, although no date has yet been set. In readiness for this, the Chairman asked the Clerk to prepare the flyer that would be distributed to homes and it was further suggested that the poll question on the Council's website be changed to ascertain people's views on having a further 400 houses built in the village. Letters are also to be sent to the primary school and to the doctor's surgery to ask them to put in writing to the Council their ability or otherwise to cope with a further substantial housing increase.

08 2013/14 : To consider a request from Blyton Parish Council relating to support for a village by-pass

The Council considered the request received from Blyton Parish Council. Having seen a dramatic reduction of traffic speeds on the A159 through the centre of the village following the installation of the crossing, very few complaints regarding excessive speeds are now made. The Council did not object to the removal of the by-pass from the last Local Plan as it was not regarded as necessary, funds would not be available for it in any event and there were real concerns that it would result in a new "natural" boundary for the village, which might encourage further housing development. In light of this, it was

RESOLVED : Not to support the request, on the basis that the Council cannot fight against housing development (its highest priority) if it is supporting road development.

09 2013/14 : To consider a request from a business to advertise on the Village website

The Council considered the request and debated the matter at some length. Councillor Baker put forward a proposal that, in principle, the village website should not be used as a vehicle for

advertisements. This was seconded by Councillor Hinman and put to the vote. With five Councillors in favour, two against and two abstentions, it was

RESOLVED : To inform the business owner that the village website will not be used to advertise.

However, it was agreed that there was merit in including on the website a list of village facilities, including businesses, with contact details for the information of visitors to the website.

10 2013/14 : To consider the making of investments to optimise interest generation

The Clerk explained that, with precept monies now received, the Council has an opportunity to make two short-term guaranteed investments to maximise interest generation. £25k in a six-month bond will generate gross interest at 1.00% and £20k into a three-month bond will generate gross interest at 0.56%, compared with the existing deposit account (0.07%) and the current account (0.18%).

RESOLVED : To invest £25k into a 6-month guaranteed investment bond and £20k into a 3-month guaranteed investment bond.

It was further

RESOLVED : To approve the roll-over of the existing £10k 1-month bond until 28th May 2013.

11 2013/14 : To consider whether action is necessary in relation to the culvert on Riverside

Having examined the culvert on Riverside and discussed the matter with the Chairman of the previous Scotter Internal Drainage Board, the Chairman reported that, whilst there was some visible silt in the culvert, this is no cause for concern as it would be washed away into the river after a spell of rain. However, the state of this culvert will be regularly monitored to ensure that the siltation does not increase. The Clerk is to write to the complainant accordingly.

12 2013/14 : To consider whether to enter the Best Kept Village Competition, 2013

The acting Clerk reported that the entry fee is £20.00 and requires substantial effort from the Clerk in completing the paperwork for the entry. In recent years, the village has not done well in the competition despite all attempts to advertise it and there is no evidence at this stage that 2013 will be any better. Councillor Billam asked what progress had been made by the "Scotter in Bloom" group set up under Scotter Forward. The acting Clerk reported that very little progress had been made as no-one wished to take responsibility for the care of plants after planting, with the group now concentrating more on the heritage trail aspect of the brief. Until such times as actions occur under "Scotter in Bloom", it was

RESOLVED : Not to enter the 2013 competition.

As the acting Clerk had already prepared the cheque for the entry fee, this cheque (number 402476) will be cancelled.

13 2013/14 : To approve the appointment of R.N. Store to carry out the internal audit for 2012/13

The Council noted that it is to submit the annual return for 2012/13 to the external auditor by 24th June 2013. As this requires the prior completion of the internal audit for the year, it carried out a review of the effectiveness of its system of internal audit. The scope of the latter is clearly and comprehensively laid down in the agreed audit plan and the independence and competence of its auditor is guaranteed by the utilisation of an external professional firm of accountants. A suitable relationship exists between the parties to ensure that the audit can be properly carried out and the audit itself is properly planned and recorded. Against this background, it was :

RESOLVED : To appoint R.N. Store to carry out the internal audit for the financial year 2012/13.

As the Clerk has not been present during the course of the financial year just ended, it was further

RESOLVED : To ask the Acting Clerk to act as Responsible Financial Officer for the 2012/13 Year End routines.

Initialled Chairman

As there are matters for the consideration of the Asset Management Working Group prior to submission of the external audit (e.g. a review of the Council's risk management policy, year-end asset valuation, etc.), the acting Clerk will call a meeting of that group in the near future.

14 2013/14: To receive a report from the Clerk

The Council noted the report, with specific comment made regarding the following items :

98 2012/13 : Payment of the Acting Clerk

The Council noted that the acting Clerk had submitted a request for 60 worked hours for the month of March and it was

RESOLVED : To approve 60 paid hours for the acting Clerk for March 2013.

141d 2012/13 : Printer problem

The Council was pleased to note that the new printer is working well and will be very cost effective. As it cannot copy documents, the Council

RESOLVED : To approve the purchase of a Canon Canoscan LiDE 210 scanner at a cost (inclusive of USB cable lead) of c. £64 plus carriage.

156 2012/13 : Potential impact of the government's localisation of Council Tax support on precept calculations

The acting Clerk reported that she had chased WLDC again for a formal response as to the position it will take on council tax base and the passing on of government grants to alleviate this for 2014/15. That response is awaited. In the interim, it is concerning to note that a backbench MP has raised a motion requesting further legislation which would definitively include town and parish councils in the referendum requirements already being imposed upon principal authorities. The acting Clerk discussed the Council's concerns on this topic with the LCC Parish Council Liaison Officer, who has suggested that (if the response from WLDC is not to the Council's satisfaction) that the Council raise this with Tricia Carter at LALC and ask her to raise this on the Council's behalf.

177 2012/13 : Scotterthorpe - collapsed gully

The acting Clerk reported that LCC had confirmed that the gully will be repaired on 29th April 2013.

191 2012/13 : Lack of adoption of Elizabeth Close

The acting Clerk reported that a phone message had been left by Mr Torrisi, thanking the Council for its assistance in getting this matter resolved and reporting that the street lights have all now been repaired and a blocked drain dealt with. However, on 22nd April, a complaint was received from a resident of Edgar Close reporting that all of that road's streetlights are not working and that this has led to his neighbour tripping and falling on two occasions. The Clerk has e-mailed Mr Wiles at LCC seeking his assistance in getting this quickly resolved and will raise it with him at a planned meeting to discuss highways matters on 1st May 2013.

192 2012/13 : Localism in Lincolnshire debate

The Councillors that attended the debate gave feedback to the meeting. Generally, it was felt that the title of the debate misrepresented what actually occurred. There was little directly related to Lincolnshire and there was no representative there from LCC. It was very disappointing.

196 2012/13 : Workshop on the process of producing a community emergency flood plan

Councillor Bullivent attended this event on behalf of the Council. Again, the actuality was far removed from that that had been promised. The meeting was about having generic emergency plans to cover every sort of eventuality. Having discussed the matter, it was

RESOLVED : To take no further action in respect of this.

198a 2012/13 : Anti-social behaviour

Councillors Baker and Hinman updated the Council on events relating to the Friday Night Project. An apology had been received from the youngsters who had created the disturbance in March, which was welcomed. However, in recent weeks, there has been no usage of the Eau Centre by the youngsters, who appear to be wanting to be outside. In consequence, Councillor Baker proposed that the project should move to the old tennis hut as its base with immediate effect, returning to the Eau Centre in September. Following some discussion, it was

RESOLVED : To move the project to the old tennis hut with effect from Friday 26th April.

The acting Clerk handed the key to the hut to Councillor Baker and reminded her that WLDC is pushing for a date on which the youngsters will redecorate it. The Clerk will write to Mrs Cooper to inform her of the change to the Eau Centre booking.

203d 2012/13 : Manhole covers, Gainsborough Road

Councillor Capes reported that, whilst the Clerk has not yet received a response from LCC to the Council's letter, some road markings have appeared which suggest that some patching may be planned. His concern is that this will merely treat a symptom of the problem and not the root cause. The Clerk will raise this with Mr Wiles at the meeting of 1st May 2013.

14a 2013/14 : Insurance

The Council noted that the renewal form had been received for its insurance policy, showing a reduced premium over 2012/13 in the amount of £1810.94. Subject to the Clerk checking that the Friday Night Project is properly covered under the policy, it was

RESOLVED : To renew the policy with Aon for 2013/14.

14b 2013/14 : Fallen trees

The Chairman reported that he had inspected the fallen trees on Clay Lane, which need to be chopped up and then put onto the bank. There is also a fallen tree on the Southcliffe Road verge which is hampering mowing operations and needs to be removed from site. It was

RESOLVED : To instruct Aspen Tree Services to deal with the fallen trees.

15 2013/14 : To receive new correspondence

Other items of correspondence (not already considered above and received prior to the April Meeting) were placed on circulation to Councillors at the meeting. If the need arises to take action in relation to any of this correspondence, it will be an agenda item at a future meeting.

16a 2013/14 : To receive the Minutes of the Planning Committee meetings published since the last Council meeting and adopt the recommendations contained therein

The Council considered the minutes of the Planning Committee meeting of 18th March 2013 and

RESOLVED : To concur with the actions taken by the Planning Committee and to adopt the minutes of the Committee meeting held on 18th March 2013.

16b 2013/14 : To note the receipt of results from the planning authorities

The Council noted the following result received from the Planning Authority during the period:

129518 - Land to the rear of 51 High Street, Scotter - a planning application for the construction of 1 No. dwelling. GRANTED

17 2013/14 : To note income received during March 2013 and to approve the cash book as at the end of March 2013 and its reconciliation to the bank statements.

The Council noted the following income received during March 2013.

Initialed Chairman

<u>DATE</u>	<u>PAYER</u>	<u>DETAILS</u>	<u>RECEIPTS</u>
01.03.13	HM Revenue & Customs	VAT repayment	189.93
05.03.13	Co-operative Bank	Interest - current account	2.50
		Interest - 1 month bond	34.35
05.03.13	WLDC	Payment of Councillor Initiative Fund monies	538.04
27.03.13	Various	Rentals of S'thorpe Allots, nos. 1,4,7,7A,10,11,18A &20	80.00
27.03.13	Mrs P. A. Jones	Rental of cemetery allotment no. 10	10.00
		TOTAL RECEIPTS	854.82

It then examined the cashbook as at end of March 2013 and its reconciliation to the bank statements and

RESOLVED : That the cashbook at the end of March 2013 should be signed by the Chairman and Clerk as a true record.

18 2013/14 : To approve payments to be made.

With the exception of Councillors Raynor and Sheardown who abstained, it was

RESOLVED : That, in accordance with its powers under section 137 of the Local Government Act, 1972, the Council will incur expenditure on the purchase of poppies from The Royal British Legion which, in the opinion of the Council, is in the interests of the inhabitants of the Parish and will benefit them in a manner commensurate with the expenditure. Also, that the following payments should be approved.

<u>CHEQUE</u>			<u>NET</u>		<u>TOTAL</u>
<u>NO.</u>	<u>TO WHOM PAID</u>	<u>PARTICULARS OF PAYMENT</u>	<u>VALUE</u>	<u>VAT</u>	<u>PAYMENTS</u>
Direct debit	Multidata	Broadband & line rental, Apr. 2013	33.43	6.69	
		Call charges, February 2013	6.31	1.26	
		Excess bandwidth use, February 2013	1.50	0.30	49.49
402462	H.M. Revenue & Customs	PAYE & NI, Month 12	232.75	-	232.75
402463	Mrs N. Altoft	Wages for work during June-Aug. '12	825.78	-	825.78
402464	J Lyon	Wages	496.26	-	
		Mileage	15.75		512.01
402465	Mrs M. Brown	Postage	4.80	-	
		Stationery	4.00	0.80	
		Rental of Susworth noticeboard	1.00	-	10.60
402466	Spencer's Garage	Fuel	96.20	19.24	115.44
402467	Green Stripe Garden Mch'y	Grease gun & cartridge	16.04	3.21	19.25
402468	ICCM	Annual subscription + magazine	90.00	-	90.00
402469	NKDC	Cemetery rates for 2013/14	99.33	-	99.33
402470	Jas. Martin Diocesan Trust	6 months rent for Parson's Field	5.00	-	
		6 months rent of access pathway	0.50	-	5.50
402471	Eau Community Centre	Hire for library : Jan-Mar 2013 incl.	195.00	-	
		Hire for FNP : Jan - Mar 2013 incl.	176.00	-	
		Donation towards storage cupboard	500.00	-	871.00
402472	SVHA	Office hire/room rents, Q4 2012/13	267.50	-	267.50
402473	West Lindsey CAB	Donation	300.00	-	300.00
402474	S. Rayner	Poppies for Parish war graves in France	40.00	-	40.00
402475	Northern Powergrid	P. Plan - mains supply to playing fields	5,466.00	1,093.20	6,559.20
402476	CPRE	Cancelled	-	-	-
			8,873.15	1,124.70	9,997.85

Initialed Chairman

19 2013/14 : To take any points from members, identify items for the next agenda and to note urgent items of interest.

19a Councillor Armstrong reported that work to the Butterwick Road footpath has still not been undertaken. In addition, the footpath on the corner of Butterwick Road and Scotter Road has been run over by a heavy vehicle, breaking up the surface. The Clerk will report this to LCC Highways.

19b Councillor Sheardown raised his concern regarding the size and timing of delivery vehicles reversing into the Co-operative, which he regards as a safety issue, particularly during Saturday daytime. This view was similarly expressed by other members of the Council. The Clerk is to check the conditions related to deliveries that were contained within the planning consent for the premises to see if they are in breach.

The Chairman declared the meeting closed at 8.27pm.

Clerk:

Chairman:

Date: