

SCOTTER PARISH COUNCIL

Minutes of a Meeting of the Council held on 16th August 2010

PRESENT: Councillor C. Day (Chairman), Councillors M. Armstrong, C. Baker, M. Brown, D. Capes and A. Sheardown, M. Brown (Clerk).

With no members of the public present, the meeting commenced at 7.32pm.

75 2010/11 : To receive and approve apologies for absence

Apologies were received from Councillors Billam and Bullivent who are on holiday and from Councillors Fillingham and Rayner who are unwell.

RESOLVED : To accept and approve the apologies from Councillors Billam, Bullivent, Fillingham and Rayner.

The Council also noted the apology received from Ward Councillor Parry who is attending another meeting.

76 2010/11 : To receive declarations of interest

Councillor Day declared an interest in relation to agenda items 18 & 19 (minutes ref. 92 & 93 2010/11) as payments are listed for his company, and in relation to agenda item 11 (minute ref. 85 2010/11) due to his membership of the Playing Fields Committee, and stated his intention to refrain from voting on these matters. He further declared a prejudicial interest in relation to those elements of agenda items 4 (minute ref. 78 2010/11) and 14 (minute ref. 88 2010/11) that may result in work being carried out by his company in its capacity as emergency & minor works contractor to the Council and stated his intention to leave the meeting room during such discussions. Councillor Baker declared a prejudicial interest in relation to agenda item 6 (minute ref. 80 2010/11) and declared her intention to leave the meeting room during that item. Councillor Brown declared an interest in relation to agenda item 19 (minute ref. 93 2010/11) as expenses are to be paid to him and stated his intention to refrain from voting on the matter. No other declarations were made at this time.

77 2010/11 : To approve the notes of the Council Meeting held on 21st June 2010

RESOLVED : To approve the notes of the Council Meeting held on 21st June 2010, as circulated, as the Minutes of that meeting. These were signed by the Chairman.

78 2010/11 : To receive a report and recommendations from the Cemetery & Allotments Working Group

The Council considered the paper prior circulated in relation to this item and

RESOLVED :

- In relation to the strimming of the river banks, to approve the continued application of the Working Party's interim specification (to leave uncut a one metre buffer as measured from the water level to avoid disturbing the vole population) until such times as the details of the Environment Agency's proposed four-year cutting cycle have been properly assessed.
- In relation to the Scotton Road playground gate, to approve the placement of a contract, at the price of £699 plus VAT, for the removal of the existing gate and its replacement with a new galvanised metal gate and posts, together with a Hydraclose (self-closing) system.
- In relation to the trees and shrubs on Riverside, to approve the work carried out by the Village Person in cutting back the shrubs and raising tree canopies.

Councillor Day left the meeting room at this point, with Councillor Brown taking the role of Chairman.

- In relation to the storage of waste bins at the cemetery, to instruct the emergency and minor works contractor to supply and install 8 paving slabs to the side of the garage to supplement the existing slabs and allow the bins to be stored on hard-standing, at an estimated cost of £150.00 plus VAT.

Councillor Day then returned to the meeting room and resumed his duties as Chairman.

Initialled Chairman

79 2010/11 : To consider what action to take in relation to a bend on Kirton Road.

The Chairman stated that he had received a complaint from a resident of Kirton Road that the bend near Lodge Farm is extremely dangerous, with vehicles regularly needing to be pulled out of the hedging/field. It also presents a danger to the resident when pulling out from his drive. Since the winter salting of the road commenced, this is now the only part of Kirton Road where accidents are regularly occurring. However, despite this, there are no road markings or signage warning of the tightness of the bend. Following some deliberation, it was

RESOLVED : To ask LCC to install signage warning drivers of the bend and to install chevrons on the bend itself to reduce vehicular speeds and, thus, the likelihood of accidents.

80 2010/11 : To receive a report on Community Development work

In the absence of Councillor Baker, who left the meeting room at this point, the Council considered the report submitted by the Clerk. At the conclusion of its deliberations, it

RESOLVED :

- To provide funding for the continuation of the Friday night drop-in centre, in its current form, from the termination of the Community Lincs project until the end of the financial year (i.e. for the period 1st December 2010 to 31st March 2011 inclusive) at a cost of c. £2k, such cost to be met out of monies already precepted for this purpose and/or the return of the remainder of the £5k "Community Pot" monies when the project ends.
- To support, in principal, the submission of a bid to the Reaching Communities (Lottery) Fund for the cost of community development and youth work for a period of five years commencing 1st April 2011.

Councillor Baker then returned to the meeting room.

81 2010/11 : To consider a response to a consultation on local referendums to veto excessive council tax increases

The Council considered the paper and accompanying consultation document issued in relation to this matter and noted, with some concern, that the scope includes local precepting authorities such as parish councils. Whilst there is some comfort that the proposed policy includes a standard "de minimis" principle, which would exclude authorities where either (a) the increase in the basic amount of precept is below a defined amount or (b) the precept demand itself is below a fixed level, the usefulness of this approach depends on those set amounts/levels. Considering the number of factors that can affect the amount precepted, some of which are beyond the council's control (e.g. the withdrawal of subsidies by principal authorities, unexpected major expenses where the holding of reserves for such eventualities has been previously criticised by external auditors, etc.), the cost of a referendum as a proportion of the total precepted amount and the fact that such a policy may result in councils being unwilling to reduce the tax level in any year for fear of future capping, the Council

RESOLVED : To respond, objecting to the extension of the scope of the scheme to include parish councils and raising issues on the application of the de-minimis principle.

82 2010/11 : To consider whether to respond to a preliminary consultation on the Central Lincolnshire Core Strategy

The Council noted that the LDF will now be produced on behalf of the three Central Lincolnshire authorities of Lincoln City, North Kesteven and West Lindsey District Councils, instead of each council working in isolation. The Core Strategy is the first of the LDF documents to be produced and seeks to identify the key strategic issues facing the area and to prepare the planning policies. The Council further noted that the letter inviting preliminary views on the strategy states that, if the Council has already commented on the work that WLDC had done prior to the amalgamation, these comments will be used to help shape the options considered for the Central Lincolnshire strategy. However, as the Council was unhappy with the way in which WLDC previously summarised its detailed comments and as it has concerns that it is merely these summaries and not the source documents that have been passed to the Central Lincolnshire team, it

RESOLVED : To respond, stressing the local strength of feeling regarding future development in the parish and enclosing a copy of the documents previously submitted to WLDC.

83 2010/11 : To consider a response to a consultation on an electoral review of West Lindsey

The Council considered the paper provided in support of this consultation. Having noted that the Boundary Commission has set criteria from which to judge the correct number of wards from the size of the electorate within wards, and not having access to these figures to assess whether its current Ward is correctly sized, it

RESOLVED : Not to comment on the consultation.

84 2010/11 : To consider a request from Future Jobs Fund

The Council noted the letter received from Dawn Allen, the Promotions Officer for the Future Jobs Fund. Whilst the scheme appears an interesting and useful one, the Council has no tasks that could be suitable for it. In consequence, it was :

RESOLVED : To pass a copy of the letter to the football clubs and the bowls club for action.

85 2010/11 : To consider a request from Scotter War Memorial Playing Fields Committee for the release of a grant towards development work

The Clerk reminded the Council that it previously agreed to be the match funder in a bid by the Committee to Mondegreen for £10k towards development work at the playing fields. As per the funding criteria, this required the Council to commit to making a grant of £1.1k (11% of the total) and this sum was allowed for when the 2009/10 precept was set and was ear-marked as unspent but still required when the 2010/11 precept was set. The element of the project that Mondegreen supported has now been completed and Mondegreen agreed to fund the full element. In consequence, the Committee has asked whether the Council would release to it the £1.1k set aside so that it can now be used on other elements of the plan. Following some discussion, it was

RESOLVED : To make a donation of £1100 towards the playing fields project from money already ear-marked for this purpose.

86 2010/11 : To receive a report on the safety inspection of Parson's Field

Councillors Day reported that, during his inspections, he had found nothing of a safety concern in Parsons Field. Councillor Baker had organised young people to carry out a litter-picking exercise.

87 2010/11 : To agree which Councillors will be responsible for safety inspections of the cemetery and the playgrounds for the next month

Councillor Sheardown offered to carry on with the playground/open space inspections for the next month. Councillor Brown also stated his willingness to continue with the cemetery inspections. These offers were welcomed and accepted by the Council. Councillor Brown further commented that a fencing panel had been removed by the owners of a property adjoining the cemetery and that there was evidence that this gap was being used as a thoroughfare into the cemetery. The Clerk stated that she had received similar complaints from the Village Person, with damage having been caused to the laurel hedging. Councillor Brown will monitor the situation during the next month with a view to raising it formally as an agenda item at the October meeting if not prior resolved.

88 2010/11 : To receive a report from the Clerk

The Council noted the report, with comments made in relation to the following :

74 2009/10 : Parking at the bus stop on High Street

Whilst the Council noted the concerns registered with LCC regarding the proposed installation of a Clearway by the Methodist Chapel, it was of the opinion that applying Clearway restrictions to one side of High Street only would merely result in the parking problem being moved elsewhere, with buses still being unable to stop at the pavement in the designated location. However, it has some sympathy with the concern regarding the dropping off of elderly or disabled persons at the chapel and asked the Clerk to discuss this with Mr Wilson of LCC to see what options may be available.

Initialled Chairman

202 2009/10 : Wireless internet connection at Scotter Village Hall

The Clerk stated that, since her report had been written, she had received the MAC code from Talk Talk and passed the information on to WLDC. The MAC code will expire on 9th September 2010 if WLDC's contractor has not used it by this time.

231a 2009/10 : Community Beat Manager

The Council noted, with concern, that the promised meeting between the Chief & Assistant Chief Constables (together with their senior staff) and the local parish councils had still not been arranged. It asked the Clerk to chase the Chief Constable for the earliest possible date.

37 2010/11 : WLDC's Flood Mitigation (Match Funding) Grant Scheme

The Clerk stated that, further to her written report, she subsequently heard from Mr Allen of WLDC who explained that he had not received the application (sent by the Clerk on 1st July 2010). The Clerk asked him to check his records and he reverted to state that the application had been received in early July but had been mis-filed by his team. He promised that he would assess the application with all due speed. The Clerk has since received a letter from Mr Allen, complementing the application but asking for some additional detail. The first request (associated with the required permission from the Scotter Internal Drainage Board) can be dealt with by the Clerk and Councillor Brown reported that written approval for the scheme has now been received from SIDB. The second request is for a procedure for checking the screen, once installed. Whilst the Clerk had already received a draft copy of such a procedure from Mr Walmsley (the Chairman of the Dar Beck Residents Association), it lacks detail. Councillor Brown kindly offered to take this up with Mr Walmsley in an attempt to produce a more detailed document.

51 2010/11 : Waggoners Close development issues

Further to receipt of the letter from WLDC that confirms that public access to the open space on Waggoners Close cannot be legally enforced, the Council

RESOLVED : To write to Mr Turner of WLDC, copied to Councillor Underwood-Frost, to ask what action WLDC intend to take to recompense the community for this loss.

54 2010/11 : Delay in the abolition of Scotter Drainage Authority

As earlier reported by Councillor Brown, the clarification received from the Environment Agency (that the Scotter Drainage Authority is still responsible for giving local approvals until the date of its abolition) has enabled the Dar Beck Residents Association to receive approval for its scheme to install a grid on the culvert. The Chairman reported that the Playing Fields Committee has not had the same success in relation to the installation of a bridge to the new field as, having looked into the matter further, the Scotter Drainage Authority has stated that the bridge is outside of its district and that an application will need to be made to the Gainsborough Internal Drainage Board. This is being progressed. The Clerk reported that the abolition notice in relation to the Scotter Drainage Association was finally made by Defra on 3rd August 2010. If no objections are received in relation to the abolition in 30 days from that date, the abolition process will be complete.

Councillor Day then left the room prior to the discussion on the next item, with Councillor Brown temporarily taking the chair

62 2010/11 : Litter bin on The Green

The Council noted that permission had been received to install a new bin and that the bin itself had been ordered and receipt was awaited. It

RESOLVED : To instruct its emergency and minor works contractor to install the bin, once received.

It further noted that the Clerk had placed an additional item onto the order (a fire-expire device) for a bin owned by the Playing Fields Committee in the amount of £20.68 exclusive of VAT, to save the latter paying for additional carriage. It

Initialled Chairman

RESOLVED : To seek recompense from the Playing Fields Committee in this amount once the invoice has been received.

Councillor Day then returned to the meeting room and resumed his duties as Chairman.

63 2010/11 : Dead tree on Clay Lane

The Council noted that LCC is now unable to assist in the removal of dead trees from Clay Lane but is prepared to give permission to a third party to dismantle (and then reassemble) the horse barrier to gain access for the work. It asked the Cemetery & Allotment Working Group to consider what other options may be available to resolve this issue.

74 2010/11 : Potential retail development

The Clerk reported that a planning application, dated 10th August 2010, has now been received in relation to a proposed development by Lincolnshire Co-operative. With a response required within 21 days of this date, the next scheduled meeting of the Planning Committee will be too late. As opinions on the matter are both divided and strongly held within the community, it was

RESOLVED : To consider the application at an extraordinary meeting of the full Council, to be held on Thursday 26th August 2010 at 7.30pm and to be chaired by Councillor Rayner, Chairman of the Planning Committee.

88a 2010/11 : Insurance of the Ride-On Mower, installation of pigeon proofing on the swing sets and signature of wayleave for river gauge installation.

The Council considered the actions taken by the Clerk during the holiday period under her emergency powers in relation to the above matters and

RESOLVED : To approve the Clerk's actions.

88b 2010/11 : Seat on Scotterthorpe Road

The Council considered the emergency action taken by the Clerk to instruct the minor works contractor to remove the damaged seat for safety reasons and, with the exception of Councillor Day who left the meeting room at this point (Councillor Brown taking the Chair),

RESOLVED : To approve the action taken by the Clerk.

As the bench in question was well used, it further

RESOLVED : To procure a replacement bench at an approximate cost of £450 plus VAT and instruct the emergency and minor works contractor to install it. Councillor Day then returned to the meeting room and resumed his duties as Chairman.

89 2010/11 : To receive new correspondence not already included above

Other items of correspondence (not already considered above and received prior to the August 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.

90a 2010/11 : 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 meetings of 7th June 2010 and

RESOLVED : To concur with the actions taken by the Planning Committee and to adopt the minutes of the Committee meetings held on 7th June 2010.

90b 2010/11 : To note the receipt of results from the planning authorities

The Council noted the following results received from the Planning Authority during the period :
125636 Highfield Farm, Kirton Road, Scotter – a planning application to construct an 11kw Gaia micro wind turbine on an 18m monopole mast, with associated concrete foundations and cable run.

Granted

125899 Poplar Farm, Kirton Road, Scotter – a planning application to erect a garage and store.

Granted

Initialed Chairman

125935 3 Brigg Road, Scotter – a planning application for an extension to a portal-framed building for timber storage.

Granted

125999 1 Chestnut Close, Scotter – a planning application to retain a flat-roofed extension to an existing attached garage (re-submission of planning application 122088).

Granted

126022 Land at Becks Lane, Scotter – a planning application for change of use from agricultural land to land for the keeping of horses and the erection of a stable block and hay store.

Granted

90c 2010/11 : To consider whether to temporarily appoint other Members to the Planning Committee

Considering the recent ill-health of Councillors Fillingham and Rayner and the potential difficulties there could be in being quorate for planning meetings, it was

RESOLVED : That Councillors Baker and Sheardown will make themselves available (if required) as temporary members of the Planning Committee until such times as Councillors Rayner and Fillingham are returned to full health.

91 2010/11 : To note income received during June 2010 and to approve the June 2010 cash book and its reconciliation to the bank statements

The Council noted the following income received during June 2010.

<u>DATE</u>	<u>PAYER</u>	<u>DETAILS</u>	<u>RECEIPTS</u>
03.06.10	Barningham Memorials	New memorial (BD61) & additional inscription (BE73)	90.00
03.06.10	Barningham Memorials	New memorial (BA22)	80.00
03.06.10	Barningham Memorials	New memorial (BE61)	80.00
04.06.10	Co-operative Bank	Interest - current account	5.54
08.06.10	HM Revenue & Customs	VAT repayment	169.73
10.06.10	J. Naylor	Interment of cremated remains in BA22	50.00
10.06.10	YEDL (Northern Electric plc)	Wayleave/rental	9.20
10.06.10	YEDL (Northern Electric plc)	Wayleave/rental	1.50
TOTAL RECEIPTS			485.97

It then examined the cashbook as at end of June 2010 and its reconciliation to the bank statements and **RESOLVED : That the cashbook at the end of June 2010 should be signed by the Chairman and Clerk as a true record.**

92 2010/11 : To formally approve the payments made during July 2010, to note the income received during that month and to approve the cash book as at the end of July 2009 and its reconciliation to the bank statements

The Council considered the payments made during July 2010 (as approved at that time by the Chairman and Vice-Chairman) and, with the exception of Councillor Day who abstained, it was : **RESOLVED : That, in accordance with its powers under section 137 of the Local Government Act, 1972, the Council will spend £500 as a donation towards the Guides’ centenary celebrations 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 formally approved.**

<u>CHEQUE NO.</u>	<u>TO WHOM PAID</u>	<u>PARTICULARS OF PAYMENT</u>	<u>NET VALUE</u>	<u>VAT</u>	<u>TOTAL PAYMENTS</u>
402090	H.M. Customs & Revenue	PAYE & NI, Month 3	479.65	-	479.65
402091	Mrs M. Brown	Wages	605.25	-	
		Mileage	5.60	-	

Initialed Chairman

		Postage	35.84	-	
		Toner cartridge for laser printer	59.57	10.42	
		Stationery	6.65	1.16	724.49
402092	Mr. J. Lyon	Wages	737.84	-	
		Mileage	9.60	-	747.44
402093	Aon Limited	Insurance of Elizabeth Close P.O.S.	90.06	-	90.06
402094	RNS Chartered Accountants	Internal audit for 2009/10 annual return	305.00	53.38	358.38
402095	2nd Scotter Guides	Donation	500.00	-	500.00
402096	C. P. Day	Safety signs for playgrounds	120.00	-	120.00
402097	Spencer's Garage	Fuel	157.52	27.56	185.08
402098	Green Stripe Garden Mach'y	Repairs to ride-on mower (labour only)	108.00	18.90	126.90
402099	Allianz Insurance	Mower insurance from 02/08/10	171.15	-	171.15
Direct Debit	Talk Talk	Broadband, July; phone calls, June	28.97	5.07	34.04
Direct Debit	BT	Line rental, Q2 - 2010/11	46.32	8.10	54.42
			3,467.02	124.59	3,591.61

The Council noted the following income received during July 2010:

<u>DATE</u>	<u>PAYER</u>	<u>DETAILS</u>	<u>RECEIPTS</u>
05.07.10	Co-operative Bank	Interest - current account	4.53
07.07.10	Stamford Homes	Upkeep of Elizabeth Close P.O.S.	19500.00
15.07.10	S.G. Stewart	Rental of Scotterthorpe allot. No. 18A + key deposit	12.00
27.07.10	HM Revenue & Customs	VAT repayment	228.10
TOTAL RECEIPTS			19744.63

It then examined the cashbook as at end of July 2010 and its reconciliation to the bank statements and **RESOLVED : That the cashbook at the end of July 2010 should be signed by the Chairman and Clerk as a true record.**

93 2010/11 : To approve payments to be made

The Council examined the accounts to be paid for supplies and services received since the July payments were made and, with the exception of Councillors Brown and Day who abstained, :

RESOLVED : That, in accordance with its powers under section 137 of the Local Government Act, 1972, the Council will spend £190 as a contribution towards the costs expended by Good Companions for the hiring of a coach 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 NO.</u>	<u>TO WHOM PAID</u>	<u>PARTICULARS OF PAYMENT</u>	<u>NET VALUE</u>	<u>VAT</u>	<u>TOTAL PAYMENTS</u>
402100	H.M. Customs & Revenue	PAYE & NI, Month 4	462.53	-	462.53
402101	Mrs M. Brown	Wages	585.81	-	
		Mileage	6.00	-	
		Web hosting/domain name -village website	70.46	-	
		Watering can for cemetery	2.54	0.44	665.25
402102	Mr. J. Lyon	Wages	726.14	-	
		Mileage	14.00	-	740.14
402103	WLDC	Litter picking service - June 2010	136.44	23.88	
		Litter picking service - July 2010	136.44	23.88	320.64
402104	Spencer's Garage	Fuel	79.41	13.90	93.31
402105	Green Stripe Garden Mach'y	New belt for ride-on mower	49.16	8.60	57.76
402106	Scotter Junior F.C.	Donation to cover grass cutting, Q1-2010/11	583.99	-	583.99

Initialed Chairman

402107	Playing Fields Committee	Donation	1100.00	-	1100.00
402108	Councillor M. Brown	Paper towelling for use of Village Person	5.16	0.90	6.06
402109	Chris P. Day Limited	Fitting swing mats, erecting signs, clearing bunkers	540.76	94.63	635.39
402110	S.V.H.A.	Office rental & room hire, Q1 2010/11	271.75	-	271.75
402111	Pestx Ltd	Pest control service, 3 months from 01/08/10	85.00	14.88	
		Pigeon proofing of swing sets in playground	50.00	8.75	158.63
402112	Scotter Good Companions	Donation towards cost of coach hire for trip	190.00	-	190.00
Direct Debit	Talk Talk	Broadband, Aug.; phone calls, July	21.79	3.81	25.60
			5,117.38	193.67	5,311.05

94 2010/11 : To take any points from members, identify items for the next agenda and to note urgent items of interest.

94a The Clerk reported that Ward Councillor Parry had offered the parish c. £500 of the monies available to him under the Councillor Initiative Fund. Following discussion, and with the exception of Councillor Baker who abstained, it was

RESOLVED : That an application be submitted for games/equipment for use in support of the Friday night drop-in centre.

The Clerk will liaise with Councillor Baker on the completion of the application form.

95 2010/11 : To consider whether, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press should be temporarily excluded from the meeting

RESOLVED : That, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press should be temporarily excluded for the following item of business on the basis that it relates to certain confidential personal information.

96 2010/11 : To agree arrangements for the replacement of the Clerk

The Council considered the paper as presented by the Clerk and

RESOLVED : To approve its recommendations and to place a lineage advert into the local press for six nights at a cost of c. £330 plus VAT.

The Chairman declared the meeting closed at 8.29pm.

Clerk:

Chairman:

Date:

Initialed Chairman