

SCOTTER PARISH COUNCIL

Minutes of the Council Meeting held on 18th December 2006

PRESENT: Councillor C. Day (Chairman), Councillors M. Brown, J. Allen, M. Armstrong, B. Billam, J. Bullivent, D. Capes, J. Fillingham, S. Rayner and A. Sheardown, M. Brown (Clerk).

97 2006/07 : To receive and approve apologies for absence

Councillor Day submitted apologies that he would be unavoidably detained and would be late for the start of the meeting. No other apologies were received from Councillors, with all Councillors present. Apologies were noted from the Ward Councillors Parry and Underwood-Frost. Proposed by Councillor Fillingham, seconded by Councillor Sheardown and agreed by all, it was

RESOLVED : That the Vice-Chairman should chair the meeting until the Chairman's arrival.

98 2006/07 : To receive declarations of interest

Councillors Sheardown and Brown declared an interest in relation to the subject of minute reference 116 2006/07. No other declarations were made at this point.

99 2006/07 : To approve the notes of the Council Meeting held on 20th November 2006 and of the Extraordinary Council Meeting held on 5th December 2006 as the Minutes of those meetings.

Proposed by Councillor Bullivent, seconded by Councillor Rayner and with all in agreement, it was **RESOLVED : To approve the notes of the Council Meeting held on 20th November 2006 and of the Extraordinary Council Meeting held on 5th December 2006, as circulated, as the Minutes of those meetings.** These were signed by the Chairman

100 2006/07 : To note the outcome of the exchange of correspondence in relation to the curtailment of opening hours at Scotter Library

The Clerk reported that further letters of complaint were sent to LCC Library Services, the Leader of the Council, Councillor Underwood-Frost and Edward Leigh MP. LCC has reviewed its decision and has, from 7th December 2006, provided manning to enable the library to open for the same number of hours as previously (13 hours per week), with one 2-hour session to be held during the evening, for the benefit of full-time workers. Library hours are now Thursday : 1pm to 5pm ; Friday : 9am to 1pm, 1.30pm to 4.30pm and 5pm to 7pm. As LCC has not written formally to the Council to let it know the outcome of its complaint, proposed by Councillor Sheardown, seconded by Councillor Bullivent and with all in favour, it was :

RESOLVED : To write to LCC to thank it for the reinstatement of the opening hours and to ask it to confirm its willingness to work with Parish volunteers to enable the library to be open for hours in excess of the agreed 13 per week. The Chairman arrived during this discussion and took the chair at its conclusion.

101 2006/07 : To agree whether comments should be made on the River Witham Catchment Flood Management Plan.

The Environment Agency's scoping report for this plan was circulated to Councillors following the November meeting. Having considered the report, it was agreed that no comments are to be made.

102 2006/07 : To note the responses received from the Department of Trade and Industry and from Edward Leigh MP to the Council's letter in support of the campaign to save rural post offices and to agree any further action required.

The Council considered the responses to its letter (in support of the local post office) received from the Department of Trade and Industry and from Edward Leigh MP. Whilst it was agreed that further

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lobbying of the government would achieve very little at this stage, the Chairman will include a “use it or lose it” element on the local post office in his next report for the Eau Valley Advertiser.

103 2006/07 : To note the report received from LCC in respect of the traffic survey carried out on the A159 during June 2006 and to agree any further action required.

The Council considered the report (circulated prior to the meeting) which shows that, whilst both pedestrian and vehicle numbers have increased substantially since the last survey in 2002, the increase is insufficient to meet LCC’s current criteria for the automatic provision of a pedestrian crossing. The Clerk reported that Councillor Underwood-Frost is aware of the report and has since met with Councillor Webb (the portfolio holder responsible for Highways) at the site of the proposed crossing. It may be possible for the Council to pursue the installation of a crossing under the Rural Priorities Initiative by writing directly to Councillor Underwood-Frost and giving an undertaking that the Council would be prepared to meet some of the costs involved. The Chairman further commented that, at the meeting with the Community Panel at which LCC presented the report, the LCC officer present agreed that the survey did show that (whilst the numbers could not justify a crossing under the current policy) Scotter pedestrians would be safer with a crossing in place.

Proposed by Councillor Brown, seconded by Councillor Bullivent and with all in favour, it was **RESOLVED : To write to Councillor Underwood-Frost, confirming the Council’s support for a crossing, offering £1k of funds during 2007/08 and a willingness to contribute further sums in 2008/09 and 2009/10, subject to confirmation of LCC’s willingness to install such a crossing, its total cost and a commitment to retain the school crossing scheme post installation.**

104 2006/07 : To approve the placement of an order to cover the annual safety inspection of the playground for 2007.

RoSPA has submitted its pricing arrangements for 2007. The annual inspection is £60.00 for the site for up to 5 items of equipment, with additional items at £3.00 each, with additional services on offer, if required. As the Council has recently had a formal risk assessment and a suitability assessment under the Disability Discrimination Act carried out by RoSPA, proposed by Councillor Brown, seconded by Councillor Billam and with all in favour, it was :

RESOLVED : To place an order with RoSPA for the 2007 annual safety inspection only.

105 2006/07 : To agree whether comments should be made to LCC on its proposals for reorganising secondary mainstream and primary and secondary SEN education in Gainsborough.

The Council considered the proposal, which is to open a new all-ability secondary school on Corringham Road with an adjacent new secondary special school in September 2009 at a capital cost of c. £20m (excluding the cost of the site). The proposal also includes the opening of a new primary special school operating over the existing William Harrison and Beckett school sites. The schools will replace the existing Castle Hills Community Arts College, the Middlefield School of Technology and the secondary special education currently provided at The William Harrison and The Beckett Schools. It was agreed that the Council had no comments on the proposal at this time.

106 2006/07 : To approve the winner of the Christmas Display Competition, 2006, and to agree the arrangements for the presentation of the trophy.

Councillors Billam and Sheardown reported on their recent inspection of the commercial premises. On the basis of their comments, proposed by Councillor Brown, seconded by Councillor Fillingham and with all in agreement, it was :

RESOLVED : That Columbine’s Unisex Hairdressing Salon be presented with the award for the Best Christmas Display, 2006. The Clerk will write to Mrs Smithson accordingly and attempt to arrange for a press photographer on Friday 22nd December 2006. The plaque will be presented by Councillors Capes and Fillingham.

107 2006/07 : To agree whether the Council should have its own (internet) domain, in light of the new website.

At the meeting on 5th December 2006, Council approved the purchase of a specific domain at a cost of £36 for 2 years, to be managed by North Lincs Net. Councillor Bullivent reported that, since that time, LCC had suggested to the Clerk that the URL would have to be purchased through its service provider at a considerable cost increase, due to the manner in which LCC intends to collect statistics from the websites. Councillor Bullivent challenged LCC's position in this matter, explaining that it was perfectly possible for the statistics to be gathered irrespective of service provider, and LCC has now agreed that the Council can proceed as originally intended. In consequence, Councillor Bullivent outlined the URL options available. Proposed by Councillor Brown, seconded by Councillor Sheardown and with all in favour, it was :

RESOLVED : That the Council purchase the domain : scotterpc.info. Councillor Bullivent will progress this matter with North Lincs Net, with the Clerk asking if it would be possible to include an e-mail address of Clerk@scotterpc.info for future use.

108 2006/07 : To receive a report from the Cemetery & Allotments Working Group on its recent safety inspection of the cemetery.

Prior to the commencement of the discussion on this topic, Councillor Day declared a prejudicial interest in relation to the subject matter and stated he would withdraw for this item. Proposed by Councillor Fillingham, seconded by Councillor Bullivent and all being in agreement, it was

RESOLVED : That the Vice-Chairman act as Chairman for this agenda item.

With Councillor Brown in the Chair, the Working Group reported that some of its Members attended the cemetery on Sunday 17th December 2006 to carry out the monthly safety inspection and found all to be in good order. However, the Working Group did note that one of the cemetery bunkers was full of brash and needs to be emptied. Proposed by Councillor Sheardown, seconded by Councillor Capes and with all present in agreement, it was :

RESOLVED : To employ the services of the Council's clearance contractor to empty the bunker at the current agreed schedule of rates. Councillor Day then returned to the meeting room and resumed his duties as Chairman.

109 2006/07 : To approve the purchase of 10t of topsoil for the cemetery during January 2007 at an estimated cost of £75.00 plus VAT.

The Clerk reported that the stock of topsoil at the cemetery is at a very low level with January and February a peak usage time. The last stocks were purchased at the very competitive price of £7.50 per tonne from Dan Ledgerwood. Proposed by Councillor Fillingham, seconded by Councillor Brown and with all in favour, it was :

RESOLVED : That 10 tonnes of topsoil be purchased from Dan Ledgerwood for delivery to the cemetery in January 2007.

On receipt of the topsoil, the Clerk is to ask the Village Person to level and seed grave no. BA27 as soon as possible, following a request from the family of the deceased.

110 2006/07 : To agree a date for a meeting of the Cemetery & Allotments Working Group during January 2007, prior to the next Council meeting.

The purpose of the meeting is to consider the following issues and to make recommendations in relation to them at the January 2007 Council meeting : the purchase of hedging to surround the new area of the cemetery, the management of Scotterthorpe allotments and the arrangements for future interments in the new cemetery area. Proposed by Councillor Rayner, seconded by Councillor Brown and all being in favour, it was :

RESOLVED : That the next meeting of the Cemetery & Allotments Working Group will be held at 7.30pm on Monday 8th January 2007, to follow on from the interim Planning Committee meeting (if such a meeting is required).

111 2006/07 : To approve the amendment of the date of the January 2007 Council meeting, from Monday 15th January 2007 to Monday 22nd January 2007.

The Clerk reported that the move into the new Parish Council office will predominantly take place during week commencing 8th January 2007. With the disruption this will cause, she will be unable to produce the papers with sufficient notice (as required by the Local Government Act) for a meeting on 15th January 2007. Proposed by Councillor Sheardown, seconded by Councillor Fillingham and all present in agreement, it was :

RESOLVED : To delay the January Council Meeting (and the Planning Committee meeting if one is required) by one week, to be held on Monday 22nd January 2007.

112 2006/07 : To note that the next Clerk's Report will be presented at the January Council meeting.

The Council noted that the Clerk has not been able to prepare an update report for this meeting due to the additional work she has had to undertake in relation to the Council's website, the new Council office and the 2007/08 Precept. The next report will be made at the January Council meeting.

113 2006/07 : To receive new correspondence not already included above

The Chairman explained that the following items of correspondence are for the attention of Councillors and, where appropriate, will be circulated after the meeting. If the need arises to take action on any piece of correspondence, it will become an agenda item at a future Council meeting.

113a The Royal British Legion, enclosing a receipt and its thanks for the donation of £75.00 towards the 2006 Poppy Appeal.

113b NALC, enclosing a special edition of its LCR newsletter on the Local Government White Paper.

113c LALC, enclosing a copy of its County Circular, November 2006.

113d East Midlands Development Agency, enclosing a copy of its emda magazine, November 2006.

113e ACIS Group, enclosing a copy of its Housing Options newsletter, November 2006.

113f CPRE, enclosing a copy of its Fieldwork newsletter, December 2006.

113g LCC, enclosing a copy of its Travel & Transport Briefing, November 2006, and a copy of RoadLincs 2006, the annual newsletter of the Lincolnshire Road Safety Partnership.

113h Success Matrix, introducing itself as a local business support company that operates by connecting businesses to information, funding opportunities, help with skills etc. Membership for participating businesses is free and the company asks the Council to make people aware of its existence.

113i East Midlands Regional Assembly, introducing an additional consultation on its regional plan, related to a replacement housing provision figure for the Northampton implementation area. Comments are requested by 9th March 2007.

113j West Lindsey Citizens Advice Bureau, applying for funding for 2007/08 and giving details of the number of enquiries dealt with and the amount of grants, benefits and debt relief obtained for clients. An amount of £100 as a donation to the Bureau was included in the Council's 2007/08

Precept and the Clerk will respond accordingly. Also attached to the letter are posters which the Clerk will place on the notice boards.

The following items of correspondence were noted by the Council and will be filed by the Clerk :

113k WLDC, providing the Clerk with a copy of the revised Register of Electors for Scotter Parish as at 1st December 2006.

113l West Lindsey Local Strategic Partnership, inviting Councils that are interested in providing a bus shelter within their parishes to discuss the matter with WLDC.

113m HM Revenue & Customs, reminding the Council that it can receive £150 if it files its 2006-07 return on-line (£100 for 07-08 and £75 for 08-09). This is already the Council's normal practice.

113n WLDC, enclosing a notice of its meetings during December 2006 and January & February 2007, an agenda for the Council meeting held on 4th December 2006 and minutes of committee meetings published since 2nd October 2006.

113o Various promotional literature from Glasdon and SMP Playgrounds.

113p Christmas cards from Huteson & Sons Memorial Masons and from Thompson Waste Management, thanking the Council for its support throughout the year.

114a 2006/07 : To receive the Minutes of the Planning Committee meetings held since the last Council meeting and adopt the recommendations contained therein

The Council considered the minutes of the Planning Committee meetings held on 20th November 2006 and 5th December 2006. Proposed by Councillor Bullivent, seconded by Councillor Day and with all in agreement, it was :

RESOLVED : That the Council concurs with the actions taken by the Planning Committee and adopts the minutes of the Committee meetings held on 20th November 2006 and 5th December 2006.

114b 2006/07 : To note the receipt of results from the relevant planning authority

The Council noted the following results received from the planning authorities :

M06/P/0905 LAND TO REAR OF 64 HIGH STREET, SCOTTER – an outline planning application for the erection of 1 dwelling (means of access to be considered and not reserved for subsequent approval).

REFUSED

M06/P/0907 PLOTS 19-23 LAND OFF HIGH STREET, SCOTTER – a planning application for minor amendments, including deletion of detached garages to plots 22 & 23 (to be replaced by parking spaces) and to enlarge the gardens to plots 19 to 21.

GRANTED

M06/P/0987 3 CHERRY TREE RISE, SCOTTER - a planning application to remove an eccentrically pitched felted roof and replace with tiled pitched roof.

GRANTED

M06/P/0991 18 BARNES GREEN, SCOTTER – a planning application to erect dormer bedroom extension to the rear of the property.

GRANTED

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M06/P/0998 16 WAKERLEY ROAD, SCOTTER - a planning application to replace 2 flat windows with 2 bay windows and erect a lean to roof over.

GRANTED

M06/P/1001 10 RIVERSIDE, SCOTTER – a planning application to erect a conservatory.

GRANTED

M06/P/1036 ELIZABETH CLOSE, SCOTTER – a reserved matters application to erect a detached dwelling and garages. (Re-submission of previously refused application M06/P/0662).

GRANTED

M06/P/1130 SEWAGE TREATMENT WORKS, SCOTTON – an application to erect three kiosks at the works.

GRANTED

115 2006/07 : To note income received during November 2006 and to approve the November 2006 cash book and its reconciliation to the bank statements

The Council noted the following income received during November 2006.

<u>DATE</u>	<u>PAYER</u>	<u>DETAILS</u>	<u>RECEIPTS</u>
03.11.2006	Co-operative Bank	Interest - Current A/c	2.08
13.11.2006	Co-operative Bank	Interest - Investment Bond	254.49
17.11.2006	Barningham Memorials	New memorials at graves BA25 and BA27	160.00
28.11.2006	HM Revenue & Customs	VAT Repayment	119.89
		TOTAL RECEIPTS	<u>536.46</u>

It then examined the cashbook as at end of November 2006 and its reconciliation to the bank statements. Proposed by Councillor Sheardown, seconded by Councillor Brown and all being in agreement, it was :

RESOLVED : That the cashbook as at the end of November 2006 should be signed by the Chairman as a true record.

116 2006/07 : To approve payments to be made

The Council examined the accounts to be paid for supplies and services received since the last meeting. Proposed by Councillor Billam, seconded by Councillor Bullivent and with all in agreement, it was :

RESOLVED : That, in accordance with its powers under section 137 of the Local Government Act, 1972, the Council will incur expenditure on a skip service 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 cheques should be approved in settlement of the accounts to be paid.

<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>
401674	HM Revenue & Customs	PAYE & NI, Month 8	394.15	-	
		On-line filing credit	-250.00	-	144.15
401675	Mrs M. Brown	Wages	578.96	-	
		Telephone Calls	2.50	-	
		Mileage	29.80	-	

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		Car Parking (Lincoln - website)	4.00		
		Postage	8.55	-	
		Stationery	3.57	0.62	
		Telephone/Answering Machine	37.00	6.47	
		2 No. Laser printer toner cartridges	104.96	18.36	794.79
401676	Mr. J. Lyon	Wages	411.84	-	
		Mileage	10.00	-	421.84
401677	Thompson Waste Mgt	Skip service -Southcliff Rd (02/11)	161.00	28.18	
		Skip service - Susworth (16/11)	150.00	26.25	
		Skip service - Mill Crescent (30/11)	150.00	26.25	541.68
401678	AMS Bobcat	Excavation work, Parson's Field	150.00	26.25	176.25
401679	Parochial Church Council	Donation for replacement flagpole	893.00	-	893.00
401680	Village Hall Association	Donation	4000.00	-	4000.00
401681	SLCC	Annual subscription	105.00	-	105.00
401682	M. A. Brown	Fixings & padlocks for lockers	8.66	1.51	10.17
401683	A. Sheardown	Courier fee (land registration pack)	20.10	-	20.10
401684	Jubilee Computers	Council computer system	449.62	78.68	
		Microsoft Office Professional	189.75	33.21	751.26
401685	LALC	Annual subscription to ABA	54.00	-	54.00
TOTAL PROPOSED PAYMENTS			7,666.46	245.78	7,912.24

The Council noted that the payment to Jubilee Computers will only be released by the Clerk following the successful installation of the computer equipment on Wednesday 10th January 2007 and that the cheque is dated appropriately.

117 2006/07 : To take any points from members, identify items for the next agenda and to note urgent items of interest.

117a The Chairman gave a very brief outline of the meeting he attended with Councillor Allen at Market Rasen on 14th December 2006 in relation to the proposed new planning framework. As this could have far reaching implications for the Parish in the medium to long term, the handouts from the meeting will be circulated to Councillors, together with a summary of the key points prepared by the Chairman. The Clerk was asked to place the issue of the new framework on the agenda for the January Council meeting, at which the Council will discuss and agree what action should be taken at this time.

117b Councillor Sheardown reported that he had received feedback from Land Registry in relation to the parcels of land that the Council is trying to register. It is now time for the Clerk to make the statutory declaration in relation to these and this will require the involvement of the Council's solicitor. Under minute 82b 2005/06, the Council approved an expenditure of up to £250 on registration related expenses, of which some £50.10 has been spent to date. It has been indicated that the cost of the declaration process should fall comfortably within the balance.

117c Councillor Armstrong reported a faulty streetlight on Butterwick Road, Susworth, (column 14) and Councillor Fillingham reported a similar problem on Barnes Green, Scotter (column 3). The Clerk will report these to LCC for urgent action.

117d Councillor Brown reported that vehicles making deliveries to the building site of the new dwelling in the corner of The Green and Lindholme have inflicted major damage to the grass verge on the opposite side of the road. The Clerk will report this to LCC Highways.

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117e The Clerk reported on a telephone conversation she had received from Councillor Parry just prior to the meeting, during which he had intimated that each Ward Councillor was to be given £1000 by West Lindsey District Council towards ward-based projects and asked for the Council's views on suitable projects. It was agreed that the Clerk should write to Councillor Parry to query whether £1000 or £2000 will be made available (as there are two ward councillors) and to identify any constraints there may be on the type of project to be undertaken. Once his response has been received, the Clerk will place the item on the agenda for the January Council meeting.

117f The Clerk further reported that the proprietors of Caddy's Kabin had shown some interest in providing Christmas lights for the tree next to the site of the Christmas decorations. Whilst it is too late for this year, it was agreed that the Clerk should write to the proprietors to assess their willingness to fund such lights for the 2007 display. On this topic, the Chairman asked the Clerk to write a letter of thanks to the Ramsey family for donating the Christmas tree.

The Chairman declared the meeting closed at 8.27pm.

Clerk:

Chairman:

Date: