

**SCOTTER PARISH COUNCIL**

**Minutes of a Meeting of the Council held on 21st January 2013**

**PRESENT:** Councillor C. Day (Chairman), C. Baker, B. Billam, J. Bullivent, J. Fillingham, S. Hinman, S. Rayner and A. Sheardown. Mrs M. Brown (Acting Clerk).

With no members of the public present, the meeting commenced at 7.30pm.

**150 2012/13 : To receive and approve apologies for absence**

Apologies were received from Councillors Armstrong and Capes who are unable to attend due to the weather conditions.

**RESOLVED : To accept and approve the apologies from Councillors Armstrong and Capes.**  
The Council noted that a similar apology had been received from Ward Councillor Parry.

**151 2012/13 : To receive declarations of interest in accordance with the Localism Act 2011**

Councillor Sheardown declared an interest in relation to the payment to the Village Hall Association contained in agenda item 14 (minute ref. 163 2012/13) due to his position on the committee and stated his intention to refrain from voting on the matter. Councillor Baker declared an interest in agenda items 8 and 17 (minute refs. 157 and 166 2012/13) due to her involvement with the youth project and stated her intention to refrain from voting on either matter. No other declarations were received at this time.

**152 2012/13 : To approve the notes of the Council Meeting held on 17<sup>th</sup> December 2012 as the Minutes of that meeting**

The Council considered the notes presented and

**RESOLVED : To approve the notes of the Council Meeting held on 17th December 2012, as circulated, as the Minutes of that meeting.** These were signed by the Chairman.

**153 2012/13 : To receive a report from the Chairman on his recent inspection of Parson's Field.**

The Chairman commented that there was nothing to report of a safety concern.

**154 2012/13 : 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 and Councillor Sheardown will continue with playground inspections.

**155 2012/13 : To consider the RoSPA report of its safety inspection of playgrounds**

The Council considered the report presented by the Cemetery and Allotments Working Group and

**RESOLVED : To adopt the recommendations contained therein.**

**156 2012/13 : To consider the potential impact of the government's localisation of Council Tax support on Precept calculations**

The Council considered the report prepared by the Clerk in relation to this matter, following receipt of a letter from WLDC that confirms that the change to the calculation of the council tax base may impact on future Precepts. It also considered the advice received from LALC and the latest information provided by SLCC on the topic. At the conclusion of its deliberations, it

**RESOLVED : To write to WLDC to seek clarification of its intent in relation to the Revenue Support Grant and to make strong objections if there is no intention to share this with town and parish councils.**

This letter is to be copied to Edward Leigh, MP, and Ward Councillors Parry and Underwood-Frost to seek their support.

**Initialed ..... Chairman**

**157 2012/13 : To consider a request for financial support from the Eau Community Centre**

The Council considered the request received from the centre for £700 to cover the cost of building a storage cupboard. Whilst generally sympathetic to the need for more storage, some further information and clarification is required. To that end, it was agreed that the Clerk should write to the Eau Community Centre, requesting a copy of its most recent accounts, copies of the competitive tenders received for the cupboard (as £700 seemed excessive) and an indication as to whether any other party would contribute towards the cost. Once a response has been received, the matter will be an agenda item at the following Council meeting.

**158 2012/13 : To agree a course of action on the maturity of the Fixed Rate Deposit Account**

The Clerk stated that the three-month bond for £10k was due to mature at the end of the month.

Considering the current available funds and the future planned expenditure pattern, it was

**RESOLVED : On maturity, to invest the £10k plus interest in a new one-month fixed deposit account.** The bank mandate to achieve this was signed and dated at the meeting.

**159 2012/13: To receive a report from the Clerk**

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

**26 2012/13 To discuss the possible takeover of The Rookery play area**

The Clerk reported that, subsequent to the issue of the report, she had received the requested clarification from WLDC and had now written to the insurers to request a quotation to cover the employers & public liability insurance at the site and the items of play equipment. The Chairman had visited site for an inspection that day and encouraged all Councillors to inspect the site so that they would be familiar with it when its potential takeover becomes a formal agenda item. He reported that, prior to any land transfer, three trees need to be removed for safety reasons (a crab tree, a blackthorn and an ash), with the stumps taken below ground level and the ground then seeded. A bench and litter bin is also required, together with a recent and satisfactory RoSPA report. Whilst the intention is already there to replace the existing fencing and gate prior to the transfer of the land, the Chairman is unconvinced that the suggested linear metres of fencing will properly surround the play equipment and intends to measure this properly when the weather improves.

**71c 2012/13 : Flooding Monies**

The meeting to discuss the use of the flooding monies is being held on Tuesday 5th February 2013 in the village hall. The Council will be represented by the Chairman, with the acting Clerk in attendance. As the Flood Warden (Councillor Bullivent) is now unable to attend due to a work commitment, it was agreed that Councillor Rayner will attend in his place.

**71e 2012/13 : Councillor Initiative Fund, 2012/13**

The Clerk reported that the contractor (EKM Limited) has now completed the refurbishment of the floor and ceiling of the old tennis hut at a price of £500 plus VAT, the payment for which is included in the cheques to be approved at this meeting. As receipts for all monies expended need to be with WLDC no later than 25th February 2013, the Clerk reminded Councillor Baker that it would be prudent to purchase the paint and materials for the internal decoration of the hut at the earliest opportunity, a sum of up to £100 excluding VAT being available.

**98 2012/13 : Payment of the Acting Clerk**

The Council noted that the acting Clerk had submitted a request for 45 worked hours and 15 holiday hours for the month of December and it was

**RESOLVED : To approve 60 paid hours for the acting Clerk for December 2012.**

**141a 2012/13 : Grass Cutting Contract**

The Clerk reported that, following her meeting with the Chairman to clarify the scope of verge mowing work to be carried out by the contractor in light of the Village Person's activities, she has since awarded a formal three-year contract to Helping Hand for verge mowing (to include

**Initialled ..... Chairman**

Scotterthorpe), riverbank strimming and bed maintenance at The Granary during 2012 at a grand total annual cost of £570 per annum. It was agreed that the Clerk should meet with the Village Person at the earliest opportunity to provide him with a copy of the contractor's scope of work to ensure that there is no overlap of activities.

**141d 2012/13 : Printer problem**

The Clerk reported that she has searched for a replacement printer but found that the model has been discontinued. The new model from Hewlett Packard uses different ink cartridges and print heads, so that the Council's current stocks would be of no use. In addition, there is little data about the performance of the new printer. It was agreed that Councillor Bullivent will assist the Clerk in identifying a suitable and cost effective replacement. To reduce paper costs, a duplex printer will also be considered. In the interim, the Clerk will continue to utilise the current printer which, whilst flawed, will allow the utilisation of the ink already purchased.

**160 2012/13 : To receive new correspondence not already included above, to be circulated at**

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

**161a 2012/13 : To receive the Minutes of the Planning Committee meetings published since the last Council meeting and adopt the recommendations contained therein**

The Council noted that no meetings of the Planning Committee had been held during the period.

**161b 2012/13 : To note the receipt of results from the planning authorities**

The Council noted that no results had been received from the Planning Authority during the period.

**162 2012/13 : To note income received during December 2012 and to approve the cash book as at the end of December 2012 and its reconciliation to the bank statements.**

The Council noted the following income received during December 2012.

<u>DATE</u>	<u>PAYER</u>	<u>DETAILS</u>	<u>RECEIPTS</u>
05.12.12	Co-operative Bank	Interest - current account	5.99
10.12.12	Northern Powergrid	Wayleave/rental	1.50
17.12.12	Cliff Bradley & Sons	Interment of cremated remains in grave AC72	150.00
20.12.12	R. Wallace & Son	Erection of tablet memorial on grave BD27	20.00
<b>TOTAL RECEIPTS</b>			<b>177.49</b>

It then examined the cashbook as at end of December 2012 and its reconciliation to the bank statements and

**RESOLVED : That the cashbook at the end of December 2012 should be signed by the Chairman and Clerk as a true record.**

**163 2012/13 : To approve payments to be made.**

With the exception of Councillor Sheardown who abstained, it was

**RESOLVED : That the following payments are 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>
	Direct debit	Multidata	Broadband & line rental, Jan. 2013	33.43	6.69
			Excess bandwidth use, Nov. 2012	4.19	0.84
			Call charges, November 2012	10.79	2.16
402433	H.M. Revenue & Customs	PAYE & NI, Month 9	144.22	-	144.22
402434	Mrs N. Altoft	Maternity pay	671.86	-	671.86
402435	J Lyon	Wages	514.64	-	514.64

**Initialled ..... Chairman**

402436	C.P. Willis	Crown reduction of cemetery tree	150.00	-	150.00
402437	Eau Community Centre	Hire for FNP, Sept-Dec'12 incl.	264.00	-	
		Hire for youth club, Sept-Nov'12 incl.	176.00	-	440.00
402438	S. V. H. A	Office rental/room hire, Q3 2012/13	246.00	-	246.00
402439	EKM Limited	P.Plan project - repairs to tennis hut	500.00	100.00	600.00
			<b>2,715.13</b>	<b>109.69</b>	<b>2,824.82</b>

**164 2012/13 ; To take any points from members, identify items for the next agenda and to note urgent items of interest.**

**164a** Councillor Rayner reported that, during late March 2013, he and Councillor Sheardown are visiting the war graves in northern France and would wish to place a poppy cross on behalf of the residents of Scotter Parish on the graves, where they can be found, of fallen heroes listed on Scotter War Memorial. The Royal British Legion suggests a donation of £2.50 per cross and a maximum of 20 crosses will be required, a total donation of £50. Whilst this could be considered at a future meeting, due to its low value it was

**RESOLVED : That, in accordance with its powers under section 137 of the Local Government Act, 1972, the Council intends to make a donation of £50 for poppy crosses 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.**

**164b** Councillor Baker reported that a car fire has badly damaged the road surface at the Scotterthorpe junction. The Clerk will report this to LCC for action.

**165 2012/13 : 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 a contractual issue.**

**166 2012/13 : To consider the payment dispute related to the hire of the Eau Community Centre for youth activities**

The Chairman updated the Council on the outcome of his meeting with the Chair of the Eau Community Centre regarding the disputed hires. With the exception of Councillor Baker who abstained, it was

**RESOLVED : To make a donation of £50 to the Eau Community Centre's funds as a gesture of goodwill and in full and final settlement of the dispute.**

A cheque for this amount was signed at the meeting.

The Chairman declared the meeting closed at 8.11pm.

Clerk: .....

Chairman: .....

Date: .....

**Initialed ..... Chairman**