

SCOTTER PARISH COUNCIL

Minutes of a Meeting of the Council held on 21st June 2010

PRESENT: Councillor C. Day (Chairman), Councillors C. Baker, B. Billam, M. Brown, J. Bullivent, S. Rayner and A. Sheardown, Ward Councillor W. Parry, 2 members of the public (part only), M. Brown (Clerk).

Two members of the public attended the public open forum to ask the Council to support the residents of Dar Beck Road in submitting a bid to the District Council for part-funding of a grid for the culvert. No financial support from the Council would be required. As the topic of submitting such a bid is already an agenda item for the meeting under the Clerk's Report, the Chairman confirmed that such support would likely be forthcoming as long as the residents' group provided all of the information required by the bid process. As the members of the public were also interested in agenda item 7 in relation to the abolition of the Scotter IDB, the Chairman offered to bring this matter forward so that they could listen to the debate and then depart, if this would assist them. The meeting then commenced at 7.42pm.

52 2010/11 : To receive and approve apologies for absence

Apologies were received from Councillors Armstrong and Capes who are on holiday and from Councillor Fillingham who is unwell.

RESOLVED : To accept and approve the apologies from Councillors Armstrong, Capes and Fillingham.

53 2010/11 : To receive declarations of interest

Councillor Day declared an interest in relation to agenda item 19 (minute ref. 70 2010/11) as a payment is due to be made to his company, and in relation to a matter under agenda item 15 (minute ref. 66 2010/11) where work had been carried out by his company in its capacity as emergency contractor to the Council and stated his intention to refrain from voting on these matters. No other declarations were made at this time.

In light of the interest shown by the members of the public present in agenda item 7 and following a proposal by the Chairman, it was :

RESOLVED : To alter the order of business to take agenda item 7 as the next item.

54 2010/11 : To consider whether to make representation in relation to the delay in the abolition of Scotter Drainage Authority

The Chairman reminded the Council of the background to the current situation, in that the Scotter IDB has been in the process of being abolished for some considerable period of time. From information received from Ward Councillor Underwood-Frost, the abolition appears to have been delayed once again on the election of the new government, with DEFRA now apparently needing to check whether there are any policy issues that might affect the signing off of the abolition Order. The delay means that the position is still unclear as to where the permissive remit under the Land Drainage Act currently rests and it is also delaying work on the installation of the Dar Beck culvert grid and in installing a new bridge required to adjoin the new playing field with the existing fields, as there is no party in the position to grant permission for these works. Against this background, the Council

RESOLVED : To write to the Environment Agency to stress the urgency of completing the abolition process.

At the conclusion of the deliberations on this item, the members of the public left the meeting room and the original agenda order was resumed.

55 2010/11 : To approve the notes of the Council Meeting held on 17th May 2010

RESOLVED : To approve the notes of the Council Meeting held on 17th May 2010, as circulated, as the Minutes of that meeting. These were signed by the Chairman.

Initialed Chairman

56 2010/11 : To approve the annual return for the financial year ended 31st March 2010

The Council considered the paper prior circulated in relation to this item and was pleased to note that an unqualified report on the return had been received from the Council's internal auditor, RNS Chartered Accountants. It was :

RESOLVED : (a) To approve the statement of accounts for the year ended 31st March 2010 and the explanations of the significant variances year-on year, as circulated, for submission to the external auditor.

(b) To approve the valuations of the Council's assets as at 31st March 2010, as circulated and as contained in the statement of accounts.

(c) In relation to the annual governance statement within the return, to answer points 1 to 8 in the affirmative, point 9 not being applicable to the Council.

(d) To approve the Council's current arrangements for the management of its risk and to introduce an annual formal inspection of public seating that is not otherwise covered by a regular inspection procedure.

The Chairman and Clerk/RFO signed the annual return accordingly, which will be submitted to the external auditor (Clement Keys) at the conclusion of the period allowed for the inspection of the records by parishioners under the Accounts and Audit Regulations 2003 (i.e. on 8th July 2010).

57 2010/11 : To consider issues associated with the mobile library service

The Council considered the paper prior circulated in relation to two matters associated with the mobile library service – the lack of users at the Scotter-based service and the failure of the service to meet agreed dates for residents of Susworth. At the conclusion of deliberations, it was :

RESOLVED : To write to LCC in the strongest terms in relation to the service failures experienced by the residents of Susworth and to state the Council's lack of surprise at the poor use of the Scotter mobile service as the Council has repeatedly stated that such hours should be provided in Scotter (fixed) library, in line with the requirements of its parishioners.

58 2010/11 : To consider whether to comment on the consultation on the Central Lincolnshire Statement of Community Involvement

The Council considered the paper prior circulated in relation to this item and noted that the new SCI will be based on the existing SCIs adopted by the individual planning authorities that make up Central Lincolnshire, following consultation by each of them with their electorates. As the Council has already made comment to WLDC on this matter, it was :

RESOLVED : Not to make further comment at this time.

59 2010/11 : To approve the transfer of the public open space land and equipment on Elizabeth Close from Stamford Homes to the Council

The Council considered the recommendations received from its legal advisor in relation to the draft contract for this acquisition and the transfer of registered title. It was :

RESOLVED : That the Council should acquire from Stamford Homes North Limited those parcels of land off Elizabeth Close, Scotter, in accordance with the draft contract received, signature of the contract being delegated to the Chairman. Also that the Chairman and Vice Chairman of the Council should sign the deed of transfer of the land on behalf of the Council, the document being in a form prior approved by the Council's legal advisor.

The Council noted that the likely date for completion of the land transfer is Monday 5th July 2010 and further :

RESOLVED : To effect insurance of the land and equipment from that date at the approximate annual cost of £94.08 and to instruct its maintenance contractor to commence maintenance activities at the site in mid July 2010.

60 2010/11 : To consider a request for a donation from 2nd Scotter Guides towards centenary celebrations

The Council considered the letter received from the Guide leaders which included a detailed list of the activities that they would wish to undertake during this centenary year. With much fundraising already ongoing to contribute towards the cost of the activities and considering the community spirit regularly demonstrated by the Guides, the Council

RESOLVED : To make a donation of £500 to the 2nd Scotter Guides to be used towards the cost of activities planned during the centenary year.

This money is to come from the Community Projects budget. In writing to inform the Guides of the Council's resolution, the Clerk is to ask for a copy of their most recent accounts.

61 2010/11 : To consider a request for support from Scotter United Football Club

The Chairman outlined to the Council the contents of the meeting that he had held with members of the football club regarding its plans for future developments, during which he had asked the club to submit a letter making it clear what specific monies and/or letters of support for external funding bids that they were requesting. The letter subsequently received and prior circulated to Councillors is non-specific. Following some discussion, it was

RESOLVED : To write to the club, stressing the Council's willingness to assist but asking for additional details for future consideration.

62 2010/11 : To consider a request from a resident to replace the litter bin on The Green

The Council considered the request received. The Clerk explained that the bin that was located on The Green (opposite the Sun & Anchor public house) had been in situ for a considerable period of time and has been damaged beyond repair. The damaged bin has been collected by Mr Hunter, who would be grateful if the Council could arrange its collection. WLDC has taken no responsibility for ownership of the bin and would not replace it in any event, as it is situated on private land. The Clerk has no records to suggest that the bin was initially funded by the Council and it is not on the Council's asset list nor on its insurance schedule. However, the bin is in a prime location for litter and has always been well used. Following some discussion, and with the exception of Councillor Day who abstained, it was

RESOLVED : That, subject to receipt of permission from the landowner to install a bin on the site, the Council will procure a Metal Guppy litter bin at the approximate cost (including ground anchor and fire expire device) of c. £330.00 plus VAT.

The arrangements for the installation of the bin will be considered at a future meeting. The Chairman will arrange the collection of the damaged bin from Mr Hunter.

63 2010/11 : To consider a request from a resident relating to a dead tree on Clay Lane

The Council considered the request received from the resident and noted that the Clerk has not received a response from the resident as to the party that they initially spoke with at WLDC that had promised action. The Chairman reported on his inspection of Clay Lane, during which he had found two (standing) dead elders and one lying on the top of the bank circa half way along the lane.

Historically, no party has taken responsibility for dead trees on the lane although it is likely that adjacent landowners have a riparian responsibility. The Clerk reminded the Council that, when the barriers were erected to prevent access by horses onto this public right of way, she had queried with the LCC officer how the lane could be accessed by vehicles to remove dead trees (if the need arose) and had explained the historical difficulties that had arisen due to lack of clear responsibility for them. The officer concerned had stated that LCC may be able to assist in their removal. In consequence, it was

RESOLVED : To contact the LCC officer to request the County Council's support in removing the three dead trees.

64 2010/11 : To receive a report on the safety inspection of Parson's Field

Councillors Day reported that, following the issue found in early June 2010 that is covered in the Clerk's report, his subsequent inspections had found nothing of a safety concern in Parsons Field. He has, however, noted an increase in the amount of litter. Whilst the Clerk reported that (as part of his work schedule) the parish litter picker carries out a monthly pick of the three paths through the field and the areas adjacent to them, Councillor Day was concerned that the litter is more widespread than that and suggested that the litter picker be required to carry out a focussed piece of work in the field. The Clerk stated that a formal review of his work load is planned for the end of August and the matter could be considered at that time. In the interim, Councillor Baker stated that, as much of the litter arises from the young people using the field, they should be required to clean it up. She kindly offered to arrange for such work to be done and the Clerk will assist in obtaining equipment from the District Council to facilitate the work. The Council was delighted to accept this offer.

65 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 until the August Council meeting and kindly agreed to carry out the newly-required weekly inspections of the playground and public open space at Elizabeth Close from mid July 2010, subject to receipt of an inspection procedure for the latter from the Clerk. Councillor Brown also stated his willingness to continue with the cemetery inspections. These offers were welcomed and accepted by the Council.

66 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

A response has now been received from Mr Wilson of LCC's Accessibility & Policy Unit. He has had a meeting with Mr Brookes from LCC's Highways Department, who has been asked as a matter of urgency to prepare a plan showing the locations of the two 19 metre clearways at the bus stops on either side of High Street. Mr Wilson will then commence the consultation and, providing there are no objections, Highways will schedule the work in with their contractor. If objections are made, the proposal will need to be considered by LCC's Planning & Regulation Committee for a decision as to whether it should proceed. He will keep the Clerk informed of progress.

112 2009/10 : Community Development Work (Youth Issue)

The Clerk reported that the meeting postponed from 7th June 2010 to discuss the drop-in centre had been held on 17th June 2010, the Clerk being unable to attend. However Councillor Baker was in attendance in her capacity as youth worker and she reported that progress made at the meeting was limited because several key parties were also unable to attend. A further meeting is planned and minutes of the first meeting have been included in the circulation for Councillor's information.

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

Having chased WLDC for a progress report on this migration following the increase in monthly Broadband rental imposed by TalkTalk, the Clerk reported that she had received a response apologising for the delay and promising immediate action.

214b 2009/10 : Overflowing sewer, Prospect Court car park

Councillor Rayner reported that he had received no further correspondence from WLDC on the matter and had noted no further incidents of overflows. Councillor Bullivent stated that a substantial overflow had occurred early in the previous week but this incident has not been repeated. The Clerk reported that, on Wednesday 16th June 2010, she had noted a contractor working at the manhole and this was, perhaps, in response to that overflow. It was agreed to keep a watching brief on developments but that no further action was required at this time.

231a 2009/10 : Community Beat Manager

The Council considered the various exchanges of correspondence with the Chief Constable and, prior to taking any further action in relation to the above,

RESOLVED : To await the promised meeting of local parishes with the Chief and Assistant Chief Constables and their senior staff.

Members of the Council expressed their disappointment that the newly appointed CBM for the area has not attended the meeting as promised. The Clerk stated that, following a family bereavement, he was on compassionate leave. Councillor Baker reported that she understood that he had returned to his post after this leave but was now on long-term sickness absence.

36a 2010/11 : Litter picking scheme

Even though the scheme has only been up and running for three weeks, Councillors commented on the significant improvement that had already been achieved by the litter picker, particularly in the centre of the village, and the Council commended Mr Ngira on his efforts.

36b 2010/11 : Land transfer – The Granary & Granary Fold

The Council considered the offer made by the legal advisor to retain for safe keeping and free-of-charge land title documents that must be stored. Whilst welcoming this offer, the Council recalled the past experience of the difficulties faced by both the Council and the Playing Fields Committee in locating plans and documents that had been held with firms of solicitors and banks, and

RESOLVED : To place the original title documents in the Council's fire safe, with a photocopy of each to be kept in an off-site location.

37 2010/11 : WLDC's Flood Risk Management Strategy and the Parish Council Flood Risk Grant Scheme

The Council considered the letter received from WLDC against the background of the discussion held with the representatives of the Dar Beck Road residents during the open forum. Subject to the receipt of all of the required information from the residents and a commitment from the latter to provide any match funding required by WLDC, it was

RESOLVED : To support the residents in obtaining a grate on the culvert by submitting an application for funds on their behalf.

41 2010/11 : Playground safety

In light of the requirement to proceed quickly with the annual safety inspection of the two playgrounds, it was

RESOLVED : To approve the Clerk's action in procuring "out of sequence" inspections for the playgrounds, with the cost of The Granary inspection to be £198.00 plus VAT.

66 2010/11 : Safety Issues, Parson's Field

The Council considered the report made by the Clerk in relation to the extremely large and deep hole that had been dug on the bottom path through Parson's Field. Following receipt of a complaint about it, the Clerk had inspected the whole area with the Chairman in case of other such issues and found that the river had been effectively dammed by young people constructing a den. With the exception of Councillor Day who abstained, the Council

RESOLVED : To approve the emergency action taken by the Clerk in instructing the Council's emergency and minor works contractor to fill in the hole with hardcore, concrete and top soil and to remove the dam, all at a cost of £142.00 plus VAT.

67 2010/11 : To receive new correspondence not already included above

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

68a 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 meeting of 17th May 2010 and

RESOLVED : To concur with the actions taken by the Planning Committee and to adopt the minutes of the Committee meeting held on 17th May 2010.

68b 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 :

125549 1 Cherry Tree Rise, Scotter – a planning application for a new dwelling on land adjacent to the existing dwelling – a re-submission of application 120178 approved on appeal APP-N2535-A-08.

Granted

125666 3 Cherry Tree Rise, Scotter – a planning application for alterations and a side extension.

Granted

69 2010/11 : To note income received during May 2010 and to approve the May 2010 cash book and its reconciliation to the bank statements

The Council noted the following income received during May 2010.

<u>DATE</u>	<u>PAYER</u>	<u>DETAILS</u>	<u>RECEIPTS</u>
03.05.10	Co-op Bank	Interest - current account	9.70
14.05.10	YEDL (Northern Electric)	Rental/wayleave	31.26
18.05.10	Beal Homes	Maintenance contribution - The Granary/Granary Fold	45000.00
18.05.10	Beal Homes	Donation towards playing fields project	1500.00
TOTAL RECEIPTS			<u>46540.96</u>

It then examined the cashbook as at end of May 2010 and its reconciliation to the bank statements and

RESOLVED : That the cashbook at the end of May 2010 should be signed by the Chairman and Clerk as a true record.

70 2010/11 : To approve payments to be made

The Council examined the accounts to be paid for supplies and services received since the last meeting and, with the exception of Councillor Day who abstained, :

RESOLVED : That, in accordance with its powers under section 137 of the Local Government Act, 1972, the Council will spend £330 to cover 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>
402078	Technix-Rubber & Plastics Ltd	Safagrass matting, pegs & ties	207.00	36.23	243.23
402079	Aon Limited	Insurance of The Granary/Granary Fold	279.20	-	279.20
402080	H.M. Customs & Revenue	PAYE & NI, Month 2	469.35	-	469.35
402081	Mrs M. Brown	Wages	605.05	-	
		Mileage	12.40	-	
		Postage	48.14	-	665.59
402082	Mr. J. Lyon	Wages	712.14	-	712.14
402083	Spencer's Garage	Fuel	164.89	28.86	193.75
402084	Gainsborough IDB	Rate Assessment No. 76	2.40	-	
		Rate Assessment No. 77	1.50	-	3.90
402085	Chris P. Day Limited	Safety work (Parsons) + marker posts (cemetery)	190.00	33.25	223.25
402086	Playing Fields Committee	Release of donation received from Beal Homes	1500.00	-	1500.00

Initialled Chairman

402087	Scotter Bowls Club	Donation (fascia board & floor covering renewal)	1000.00	-	1000.00
402088	Scotter Good Companions	Donation to cover coach hire cost	330.00	-	330.00
402089	WLDC	Contribution to community development project	5000.00	-	5000.00
Direct Debit	Talk Talk	Broadband, June/phone calls, May	28.21	4.94	33.15
			10,550.28	103.28	10,653.56

71 2010/11 : To take any points from members, identify items for the next agenda and to note urgent items of interest.

71a Councillor Brown commented that the Dar Beck Road residents' association (formed to ensure the ongoing maintenance of the Dar Beck in line with their riparian responsibilities) was having some difficulty in setting up a bank account and asked whether the Council could hold the money on their behalf. The Clerk commented that she did not believe that it would be possible as she could not think of a power that would enable the Council to do so. She was asked to investigate.

71b The Clerk raised the issue of two consultation documents that had been received since the agenda had been circulated. Firstly, a letter had been received from WLDC dated 16th June 2010 on the topic of the Gainsborough Transport Study, inviting the Council to attend a pre-consultation drop-in session on Thursday 24th June 2010 and with comments required by 23rd July 2010. The Clerk pointed out that the earliest the letter had been received was on Friday 18th June, less than one week before the event, and it had not been seen by her until just prior to the meeting. Ward Councillor Parry commented that he had only received a copy on 18th June. With such short notice of the session, no Councillors able to attend, and with no Council meeting now planned until August, it was **RESOLVED : To write to Ms S. Harrison of WLDC to raise the issue of the receipt of yet another consultation where little time has been allowed for an effective response.**

The second consultation is from LCC in relation to the Preferred Minerals and Waste Strategies, with comments required by 5th August latest (which is prior to the next Council meeting). Usually, the Council has made no comment on these strategies as there has been no direct impact on the parish. However, the Clerk has looked at the proposals and has noted a proposed change in that the area that includes the parish is being proposed as an acceptable area for the future development of sites for the mineral extraction of silica sand. As this could impact on the Council's parishioners, it was **RESOLVED : That the consultation be considered at the next meeting of the Council's Planning Committee.**

Councillor Rayner, as Chairman of the Committee, will examine the proposals in detail prior to that meeting.

72 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 items of business on the basis that they relates to certain confidential personal and commercial information.

73 2010/11 : To agree arrangements during the office closure period

The Council's office will be closed for the summer holiday period from close of business on Wednesday 14th July 2010, re-opening on Monday 2nd August 2010. During this period, it was **RESOLVED : That**

(a) Councillor Sheardown will take responsibility for the cemetery books.

(b) The Chairman will periodically check the post and e-mails received, deal with any urgent items of correspondence and pass on planning applications to the Chairman of the Planning Committee.

(c) Councillor Rayner, as Chairman of the Planning Committee, will manage the responses to the planning authority in respect of applications received, calling a meeting of the Committee as necessary.

As the next Council meeting is not until the 16th August 2010, it was further

RESOLVED : That payments for goods and services supplied that are required to be made prior to 16th August 2010 may be effected by the Clerk, subject to the prior approval of the Chairman and Vice-Chairman and the cheques being signed by two Councillors.

74 2010/11 : To discuss a request from a retailer

The Council considered the request made by the retailer to address the Council and to obtain its views on a proposed scheme. The Council discussed the outline of the proposal and, with the exception of Councillor Baker who abstained,

RESOLVED : That, considering the proposed timescale, the retailer be invited to address the next meeting of the Council’s Planning Committee.

Those members of the Council that are not on the Committee passed on their comments to the Chairman of the Committee in readiness for the discussion.

The Chairman declared the meeting closed at 8.53pm.

Clerk:

Chairman:

Date: