

SCOTTER PARISH COUNCIL

Minutes of the Council Meeting held on 16th October 2006

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

APOLOGIES: Councillor D. Capes and District Councillor W. Parry.

53 2006/2007 : MINUTES OF THE PREVIOUS MEETINGS

It was proposed by Councillor Brown, seconded by Councillor Allen and all present agreed, that the Minutes of the Council Meeting held on 18th September 2006, as circulated, be approved and signed by the Chairman.

54 2006/07 : MATTERS ARISING

64c 2004/05 TRAFFIC CALMING

The results of the pedestrian/vehicular survey on the A159 (which took place on Monday 26th June 2006) are still awaited. The Clerk has written to Mr Brookes to chase for an early response.

75a 2004/05 PUBLIC SPACE MAINTENANCE

The Clerk has asked WLDC to confirm whether it has approved Chartdale Homes' proposed plan for the open space. A response is still awaited. Once confirmation has been received that approval has been granted, the Clerk will write to Chartdale Homes to query the status of the agreement.

The directors of Beal Homes have agreed to the financial package discussed during the meeting of 8th September 2006 with their Mr Costall in relation to the public open space on the additional development of 30 dwellings. A revised drawing of the area (showing the changes agreed with the Council) has been forwarded to WLDC, which has referenced the drawing in its recent granting of permission for the development. The Clerk has despatched copies of the relevant paperwork to the Council's legal advisor in readiness for the formal approach from Gosschalks to conclude the necessary paperwork.

The Clerk wrote again to Mr Broome (WLDC) to query whether any progress has been made in relation to the open space on Waggoners Close. Mr Broome has copied the Clerk into an e-mail he has sent to the Principle Planning Officer (Mr I. Dickinson), explaining that he has not received any response from Popcourt Ltd and asking for his assistance in the matter.

The Clerk wrote to Fabren Ltd in relation to the public open space at Site A, The Rookery, asking for a plan of the space to assist in the identification of ongoing maintenance costs, explaining that the planning obligation placed on the developer is independent of the tax paying position of the development's future residents and indicating the minimum investment per dwelling that has already been agreed with other developers. No response has, as yet, been received.

751 2005/06 SALTING OF SCHOOL BUS ROUTE, SCOTTER TO KIRTON

No further communications have been received from either Mr Wiles, LCC Highways, or Edward Leigh, MP.

29e 2006/07 COUNCIL OFFICE

The Chairman and Clerk explained the various avenues explored in identifying a suitable, lockable, cupboard for the Council's computer and telephone equipment. Following visits to Aquila, Harlequin and MFI, the Clerk explained that off-the-shelf solutions they had available are not sufficiently robust for the purpose, having been designed for domestic use. In consequence and

Initialled Chairman

whilst the quotation from Duet was awaited for a bespoke cupboard, the Chairman obtained an estimate from another local carpenter to manufacture a suitable unit. This design included a desk area, to eliminate the need to purchase a stand-alone desk, with an estimate of £750 to £800. However, this carpenter is too busy to carry out the work in the short term. The quotation from Duet has since been received in the amount of £440, fully installed. It is not clear whether the quotation is inclusive or exclusive of VAT. As this sum would be cheaper than the other estimate (even allowing for the cost of the desk) and appears suitable to meet the Clerk's needs and the need to keep the equipment safe, Councillor Fillingham (seconded by Councillor Bullivent) proposed that an order be placed with Duet in the amount stated, with the Clerk to clarify the VAT status of the quotation. Councillor Rayner declared an interest and abstained. All other Councillors were in favour.

The Clerk reported on a meeting she had attended in relation to the LCC-developed Parish Council website in Lincoln on 10th October 2006. The proto-type website looks very promising and easy to create, amend and edit. Whilst there is a standard set of navigation (main topics) provided, the Council will be able to edit, remove or add to this list. The content can include text, document attachments (in PDF format) and pictures (in JPG format). There is also a word search facility and the ability to provide direct links into other sites. The only potential drawback of the system is that the Council would not have its own domain name. Its website would be accessed via the LCC main site. However, LCC will provide the website free of any capital or hosting costs and will assist in its development and ongoing maintenance (if the latter is required), a significant saving in money and effort over previous quotations. The Clerk further explained that LCC would like Scotter to be one of the pilot sites, to represent the West Lindsey area.

Councillor Bullivent, whilst generally supportive of the proposal, expressed his concern that the mode of locating the parish council site would put people off, being too cumbersome and time consuming. He suggested that the concept could be significantly improved if the Council were to obtain its own domain name (URL), which would merely point to the LCC site. This could be purchased at a minimal cost and would ensure that parishioners would be able to find their site easily. Following some further discussion on the matter, Councillor Brown (seconded by Councillor Sheardown) proposed that the Council should adopt the LCC proposal and become a pilot site but should also, in parallel, investigate the potential of having its own domain name. All were in agreement. Councillor Bullivent will speak with LCC to ensure the concept of a link to their site is workable and will investigate potential domain name options. The Clerk will commence the compilation of the data required to populate the pilot site.

38c 2006/07 MISSING LITTER BINS

Following the intervention of Councillor Underwood-Frost, Mr Hill of WLDC Waste Services agreed to replace the two bins as a matter of priority. This work has now been done. He also explained that the recent failure of his team to empty the Council-owned bin on Riverside has been because they do not have the key to release the liner for easy emptying. Up until recently, they emptied this bin by hand but were unhappy to continue to do so because of an increasing trend of dog dirt being put in it. The Clerk contacted the bin's manufacturer (Earth Anchors) who kindly sent a key free of charge and this has been given to Mr Hill. The Clerk also spoke to Mr Hill about the public open spaces currently under development in Scotter, the majority of which will be supplied with litter and/or dog bins. Mr Hill will ensure that these bins are placed on the emptying schedule once the Clerk has informed him of their installation and positioning.

39a 2006/07 CEMETERY BOUNDARY QUERY

Councillor Brown has spoken again with the parishioner who raised the query and reported that he has not been able to check his deeds to confirm that the problem hedge is outwith his boundary. As the Council remains unconvinced that the sloping bank (created when the properties were under

development) is within the cemetery boundary, Councillor Fillingham (seconded by Councillor Bullivent) proposed that the Clerk should write to the resident, asking him to explain the nature of his concern regarding the hedge and to provide documentary evidence that the hedge is not within his boundary. All were in agreement.

39c 2006/07 WOODEN MARKER BOARDS

Following the letter from Mr Darley, LCC Highways, which confirmed his intention to replace all wooden marker boards with metal rail fencing during 2007/08, the Clerk has responded with the location of two other drains/culverts currently marked by wooden boards – one on the corner of Gravel Pit Road and Dar Beck Road and the other on Gainsborough Road. Some work has already been done to replace those boards on Gravel Pit Road that had recently collapsed.

46b 2006/07 EAST FERRY ROAD, SUSWORTH

The Clerk wrote to WLDC, copied to Laughton Parish Council, explaining the potential problems that could be caused by having two roads named the same in such close proximity and supporting its parishioner's suggested solution. Laughton Parish Council responded to confirm that the road within their parish has been called East Ferry Road since the 1851 census and too many residents would be inconvenienced if the road name were to change. It also copied this letter to WLDC. Having considered the correspondence from both parish councils, WLDC has responded to state that both roads should retain their current name. However, to alleviate any problems incurred when strangers to the area do not use the post code to obtain directions, it has asked Mr Radley to look at the site with a view to erecting new street name plates, possible stating "East Ferry Road, Susworth" and "East Ferry Road, Laughton". The Clerk will write to the resident accordingly and asked Councillor Armstrong if she would be so kind as to monitor the situation to ensure that the new signage is erected in a timely manner.

46h 2006/07 LINCOLNSHIRE AWARD OF MERIT, 2006

It was agreed that, with a large number of individuals providing vital services to the village, it would be inappropriate for the Council to come up with a single nomination. Councillors will make their own personal nominations, as members of the public, if they so wish.

46n 2006/07 GAINSBOROUGH AREA FORUM, OCTOBER 2006

The Council noted the Chairman's report on the Gainsborough Area Forum held on Monday 9th October 2006 and shared the Chairman's concern (which he voiced on the evening) that the focus of so much of the activity and investment remains in the town itself, with little apparent regard for the needs of the villages. Handouts and leaflets provided at the forum will be circulated.

50f 2006/07 HUSQVARNA MOWER

The repairs to the mower's power steering have been successfully completed and the front tyres replaced at a total cost of £232.20 plus VAT. The fire extinguisher has also been fitted.

50g 2006/07 DAMAGE TO CEMETERY BORDERS

The Clerk has written to the owner of the chickens to seek their assistance in preventing them from accessing the cemetery to protect the grass and borders. A response is awaited.

52a 2006/07 VANDALISED SEAT & BIN, GRAVEL PIT ROAD

Councillors had visited site and examined the seat and litter bin and all were in agreement that they are beyond economical repair and should be removed. At this point, Councillor Day declared a potential prejudicial interest and left the meeting room. Councillor Brown assumed the role of Chairman during a discussion as to how the items should be removed. Considering the size and weight of the seat, it was regarded as inappropriate and unsafe for the Village Person to be asked to do this work. Consequently, Councillor Bullivent (seconded by Councillor Rayner) proposed that

the Council should employ its term contractor to carry out the removal work at the pre-agreed rates. All were in agreement.

Councillor Day returned to the meeting room and resumed the duties of Chairman. The Council then discussed the issue of replacement of these assets. Councillor Fillingham reminded Council that a parishioner had approached him to ask for these items to be removed as they were a meeting point for local youths. However, as this is only the views of one resident of the immediately surrounding area, he proposed (and was seconded by Councillor Billam) that the residents of Gravel Pit Road and Franklin Road be polled to see whether they would wish to see either or both of these items replaced with vandal-proof versions. If the poll result supports replacement, this can be put on the agenda for the next Council meeting. All were in agreement and the Clerk will prepare the polling paper, for return to the Clerk's address. Councillor Allen kindly offered to hand-deliver the poll, to ensure costs are minimised.

55 2006/07 : CORRESPONDENCE RECEIVED

55a Scotter War Memorial Playing Fields Committee, asking the Council to release £2724.22 of matching funds to facilitate the purchase of the field to extend the playing fields. As this amount is part of the sum included in the precept for Parish Plan projects and the project is in line with the Plan's overall strategy, Councillor Sheardown (seconded by Councillor Bullivent) proposed that the monies should be released, with a cheque to be approved at the meeting. Councillor Day declared an interest and abstained. All other Councillors present were in favour.

55b Thompson Waste Management Ltd, informing the Council of a recent increase in the theft of skips and outlining the steps it expects the Council to take to prevent such thefts. The letter makes it clear that Thompson holds the Council responsible for skips supplied against the Council's order whilst located in the parish and liable for their replacement in the event of theft. The Clerk has responded to explain that the nature of the business conducted between the parties does not allow the Council to take the steps described, such that the Council can be neither responsible for the skips nor liable for their replacement. It does, however, offer to assist in reducing the chance of theft by minimizing the residence period of the skips. Thompson has not, as yet, replied. The Clerk will write again to ask for confirmation that the letter has been received and that the reduced residence time has been implemented.

55c East Midlands Regional Assembly, introducing its Draft East Midlands Regional Plan and inviting the Council to comment (the closing date for such comments being 20th December 2006). This is to be circulated to Councillors for discussion at the next meeting.

55d LALC, inviting members of the Council to attend its AGM on 28th October 2006. It also encloses its Annual Report 2005/06 and explains that HM Customs & Revenue is currently investigating the VAT reclaiming position of County Associations. If suggested changes are made, this will add c. £4k to the Association's running costs in 2007/08. As no-one is available to attend, it was agreed that the Annual Report be circulated for Councillors' information.

55e West Lindsey Play Partnership, introducing its consultation exercise with Parish & Town Councils with a view to developing a strategy to shape the future of play across the district. It wishes to start by mapping the current state of play areas (equipped and unequipped) and encloses an audit form for earliest completion. As the purpose of this strategy is far from clear and considering the major changes that will occur in the provision of play areas in Scotter in the next 1 to 2 years, it was agreed that it was inappropriate to respond at this time.

55f The Community Council of Lincolnshire, enclosing Scotter's marking sheet for the Best Kept Village competition. The village scored 136 out of 150. To be circulated to Councillors.

Initialed Chairman

55g WLDC, enclosing a copy of its Tourism Update, Summer/Autumn 2006, to be circulated.

55h Association of Burial Authorities, enclosing its newsletter, Autumn 2006, to be circulated..

55i WLDC, enclosing a copy of the minutes of committee meetings published since 17th July 2006.

55j Cleanaway, the parent company of Service Team, informing the Council that it has been acquired by Veolia Environmental Services with effect from 28th September 2006.

55k WLDC, enclosing a copy of the finalized Local Plan First Review and asking the Council to recycle all previous versions of the Plan.

56 2006/07 : PLANNING APPLICATIONS

The Council was invited to endorse the following observations made to West Lindsey District Council by the Planning Committee during the period :

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).

OBJECTION

M06/P/0926 DORAMOR, SCOTTERTHORPE – a planning application to erect a single-storey kitchen and porch extension.

NO OBJECTION

M06/P/0969 PROSPECT FARMHOUSE, SCOTTERTHORPE – a planning application to erect ground and first floor extensions to form hall, study and utility, with first floor landing and bedroom.

NO OBJECTION

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

NO OBJECTION

The Committee also reported its disappointment that the Inspector has allowed the appeal lodged by MC Developments Ltd against WLDC's decision to refuse permission under M05/P/0959 to vary condition no. 7 of a previous application (M05/P/0059), which required the dwellings to be single storey only to safeguard the amenities of neighbouring properties.

Councillor Bullivent, seconded by Councillor Day, proposed that the Council endorse the actions taken by the Planning Committee. All Councillors present were in agreement. The Council was also invited to note the following results received from the planning authority:-

M06/P/0677 LAND AT HOLLY HOUSE FARM, HIGH STREET, SCOTTER – a reserved matters planning application to erect 30 No. dwellings (granted outline permission under planning application M04/P/0129).

GRANTED

M06/P/0679 THE BOWLING GREEN, SCOTTON ROAD, SCOTTER – a planning application to erect a 2M high, green powder coated, galvanised palisade fencing to match and extend existing fencing.

GRANTED

M06/P/0690 14 ASTLEY CRESCENT, SCOTTER – a planning application to remove existing porch and erect a new porch.

GRANTED

M06/P/0742 ADJACENT TO TRENT VIEW, SUSWORTH – a reserved matters planning application to erect a new dwelling. (Re-submission of application M06/P/0176).

GRANTED

M06/P/0856 PONDEROSA, GAINSBOROUGH ROAD, SCOTTER – a planning application for an extension to the dwelling to provide snooker room, gymnasium, garage and conservatory.

GRANTED

57 2006/07 : ACCOUNTS FOR PAYMENT

The Council examined the cashbook as at end of September 2006 and its reconciliation to the bank statements. It also examined the accounts to be paid for supplies and services received since the last meeting. Councillor Sheardown, seconded by Councillor Brown, proposed that the cashbook as at the end of September 2006 should be signed by the Chairman and the Clerk as a true record and that the following cheques should be approved in settlement of the accounts to be paid. Councillor Day declared an interest and abstained. All other Councillors were in favour.

<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>
401653	HM Revenue & Customs	PAYE & NI, Month 6	425.79	-	425.79
401654	Mrs M. Brown	Wages	490.02	-	
		Telephone	2.50	-	
		Mileage	27.40	-	
		Postage	20.51		
		Stationery	4.20	0.73	
		Car Parking ticket - Lincoln	4.00	-	
		Fire Extinguisher	22.97	4.02	576.35
401655	Mr. J. Lyon	Wages	619.32	-	
		Mileage	24.80		
		Bin Sacks	7.63	1.34	653.09
401656	Thompson Waste Mgt	Skip service - St Peters Rd (07/09)	145.00	25.38	
		Skip service - Franklin Rd (21/09)	150.00	26.25	346.63
401657	Spencer's Garage	Fuel	137.98	24.14	162.12
401658	Playing Fields Committee	Donation	2724.22	-	2724.22
401659	Green Stripe Garden Mch'y	2 No. tyres and mower repairs	232.20	40.64	272.84
401660	LTDBF	Rental of Parsons Field (6 months)	5.00	-	
		Rental of access way (6 months)	0.50	-	5.50
401661	Scotter Drainage Authority	Drainage rate (No. 23)	2.42	-	2.42
401662	C. Day	Mileage to attend Area Forum	8.00	-	8.00
TOTAL PROPOSED PAYMENTS			5,054.46	122.50	5,176.96

58 2006/07 : INCOME RECEIVED

<u>DATE</u>	<u>PAYER</u>	<u>DETAILS</u>	<u>RECEIPTS</u>
01.09.06	HM Revenue & Customs	VAT Repayment	120.18
05.09.06	Co-operative Bank	Interest - current account	0.41
15.09.06	Co-operative Funeralcare	Interment of C.R. Hill (AA71)	25.00
15.09.06	Cliff Bradley & Son	Interment of J. C. Robinson (BF3)	25.00
29.09.06	HM Revenue & Customs	VAT Repayment	233.56
TOTAL RECEIPTS			404.15

Initialled Chairman

59 2006/07 CEMETERY & ALLOTMENTS WORKING GROUP

59a The Clerk reported that responses have now been received from the owners of all newly installed memorials confirming that they would wish the Council's contractor to carry out the inspection and test on 6th November 2006. All owners of memorials repaired to date (with the exception of BA29) have now also asked the Council to instruct its contractor to inspect and test their memorials. The Clerk has prepared a list of all of the memorials to be tested, together with a small scale map of the cemetery indicating their positioning, for forwarding to Memsafe Ltd. She will obtain approximate timing of the inspection from Memsafe and let all interested parties know. As the owner of BA29 has not responded to the Council's letters nor provided a copy of a test certificate from a competent party, it was agreed that (in accordance with the policy) the support should remain in place and a further letter sent to the owner explaining the next step in the process.

The Clerk also updated the Council in relation to a number of memorials where permission to repair has been granted (but the work has not yet been completed) or is expected imminently. The appeal for owners of supported memorials was published again in the recent edition of the Eau Valley Advertiser, with no result to date. Six memorials remain in this category.

59b Members of the Cemetery & Allotments Working Group reported that they had inspected the cemetery for safety on 14th October 2006 and found all to be in good order.

59c In accordance with minute 17d 2006/07, the receipt of monies from WLDC in relation to ongoing cemetery expenses and in light of the forthcoming cemetery inspection, Councillor Brown (seconded by Councillor Sheardown) proposed that the Council should purchase 10 band-type memorial supports at a cost (when last purchased) of £438 plus carriage and VAT. All were in agreement.

59d The Clerk reported on a telephone call received from the daughter of an allotment holder. She keeps ponies and would be happy to provide manure free of charge to allotment holders. She would wish to supply the manure in large plastic feedbags, to be delivered at the rate of c. 6 at a time to a site designated by the Council. She would then place a bin on her father's allotment for the empty bags to be deposited in, for re-use. Having discussed the matter, Councillor Sheardown (seconded by Councillor Allen) proposed that the allotment holder could keep a supply of manure on his allotment if he so wished for the use of allotment holders. All were in agreement and the Clerk will respond accordingly.

59e At the request of the Chairman, the Clerk reported that she had spoken to Mr Barwell of Hemswell Contracting, who has again kindly offered to inspect the War Memorial prior to Remembrance Sunday and to effect any required maintenance free of charge. The Clerk has also ordered the wreath from Mr Brumpton. As the Chairman is unavailable on the day, it was agreed that the wreath will be laid by the Vice Chairman.

59f The Clerk reported that all cemetery allotment rents (due 1st October 2006) had been paid bar one, which remained unpaid following chasing. Councillor Billam kindly offered to visit the allotment holder to remind them of the overdue amount.

60 2006/07 : ADMINISTRATIVE MATTERS

60a The Council discussed the paper prior circulated by the Chairman in relation to the Annual Parish Meeting and how to make it a more meaningful and more inclusive discussion with parishioners. At the conclusion of the discussion, Councillor Bullivent (seconded by Councillor Fillingham) proposed that, on a biennial basis, the APM is in the form of an open meeting at which the various Parish organisations could be represented, giving all parties the opportunity to show what they are offering the community. The Parish Plan would also be on display, with suggestion boxes

Initialled Chairman

available in addition to opportunity to talk directly to Councillors. All were in agreement. It was further agreed that a small working party (maximum of 6) made up of Councillors and interested members of the public should be formed to plan and deliver the 2007 event. The Chairman will include details of the proposal in his next article for the Eau Valley Advertiser and invite interest from those wishing to join the working group.

60b The Council went on to discuss the additional issue raised in the Chairman’s paper related to the structure of the Council’s agenda. It was agreed that, in line with good practice and to ensure communications with parishioners are enhanced, the agenda (which is a publicised document in the days leading up to the meeting) will be more explicit regarding the matters that the Council will decide upon during the meeting. The extended agenda format will be used for the November Council meeting.

61 2006/07 : REDUCTION IN HOURS AT SCOTTER LIBRARY

The Clerk reported that she had received some complaints about the sudden substantial reduction in the library’s opening hours. The change, which was made effective on 16th October 2006, reduces the weekly opening hours from 13 to 7 and the number of days of opening from 3 to 1. To further exacerbate the situation, none of the proposed opening hours are during the evening or at weekends, effectively precluding those in full-time employment from using the library. As there has been no formal notification of the reduction, it is not known whether LCC’s intention is that this is a temporary or permanent change. However, a recent article in the Lincolnshire Echo suggests that a large projected deficit in LCC’s libraries budget has led them to stop using relief staff to cover for absences and not to replace staff who are leaving. The main librarian at Scotter recently left and this may explain the current situation.

The Council expressed its extreme concern at this report, particularly considering the monies spent at the Eau Community Centre to retain library services (the construction of the disabled access ramp and extension to the facilities) and the increasing numbers of residents in the village paying rates to LCC. It was agreed that the Clerk should write to LCC to express the Council’s disgust, also informing Councillor Underwood-Frost and Edward Leigh MP. Approaches are also to be made to the local papers.

62 2006/07 : POINTS FROM MEMBERS/URGENT ITEMS OF INTEREST

Councillor Sheardown queried which party would be ultimately responsible for the footpath leading from the Elizabeth Close development to North Moor Road, as the wooden fence running along this (which has only recently been installed) has been vandalised. The Chairman commented that he expected that LCC will assume responsibility for it on the conclusion of the development.

There being no other business, the Chairman closed the meeting at 8.57pm.

Clerk:

Chairman:

Date:

Initialed Chairman