

SCOTTER PARISH COUNCIL

Minutes of a Meeting of the Council held on 19th October 2009

PRESENT: Councillor C. Day (Chairman), Councillors N. Altoft, M. Armstrong, B. Billam, M. Brown, J. Bullivent, D. Capes, J. Fillingham and A. Sheardown, Ward Councillor W. Parry, 1 member of the press, M. Brown (Clerk).

With the member of the press not wishing to address the Council, the meeting commenced at 7.31pm.

106 2009/10 : To receive and approve apologies for absence

Apologies were received from Councillor Rayner who has been delayed at work.

RESOLVED : To accept and approve the apology from Councillor Rayner.

107 2009/10 : To receive declarations of interest

No declarations were made at this time.

108 2009/10 : To approve the notes of the Council Meeting held on 21st September 2009 as the Minutes of that meeting.

RESOLVED : To approve the notes of the Council Meeting held on 21st September 2009 (as circulated) as the Minutes. These were signed by the Chairman.

109 2009/10 : To consider a request from a resident of Elizabeth Close to support the implementation of a traffic calming scheme on the road.

The Council considered the request, made verbally during the public open forum prior to the September Council meeting. As the road surfacing on Elizabeth Close has been completed and the Stamford Homes' housing development is also nearing completion, the Council was of the opinion that it is now likely that the County Council has formally adopted the road (which was not the situation when the issue of speeding traffic was previously raised). In consequence, it

RESOLVED : To write to LCC to check the adoptive status of the road and to request that it investigates the speeding issue and implements an appropriate traffic calming scheme.

110 2009/10 : To consider a request from WLDC to suggest land for consideration under the Strategic Housing Land Availability Assessment.

The Council considered the paper prior circulated in relation to this item, the resolution passed by the Planning Committee at its meeting of 5th October 2009 and the draft response to WLDC prepared by the Clerk on the instructions of the Planning Committee and

RESOLVED : To submit the response, as drafted, making the strongest representation against the inclusion of any further land for development in Scotter, in line with its previous representations under the LDF.

111 2009/10 : To agree a response to WLDC's consultation on possible locations for new gypsy and traveller sites.

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

RESOLVED : To respond to WLDC in line with the proposals made in the paper, specifically requesting the addition of two new criteria and the removal of one of the proposed criteria for assessing the suitability of such sites and making the strongest representation against the inclusion of any sites within Scotter Parish due to the limitations imposed by the current infrastructure and facilities.

112 2009/10 : To consider a payment of £5k (to be made in 2010/11) as a 25% contribution towards the provision, for one year, of a part-time community development worker in Scotter.

The Council considered the paper prior circulated in relation to this item, against the background of the work ongoing following the publication of the report into the youth issue. Considering that a level of professional support and external funding will be pre-requisite in ensuring that the actions

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proposed by the report have any real chance of being implemented and/or sustained, and that WLDC will match the Council's commitment, the Council

RESOLVED : To commit a sum of £5k (to be payable in 2010/11) towards a bid to the CSP for funding for a part-time community development worker for Scotter for a period of 1 year.

The Clerk will inform WLDC accordingly, with a bid for funding being submitted to the CSP on 23rd October 2009.

113 2009/10 : To agree a course of action on the maturity of the Council's Guaranteed Investment Deposit Account.

The Clerk informed the Council that the above account, currently valued at £25000.00 before the payment of interest, matures on 22nd October 2009. With a minimum term of three months for such investments and existing liquid funds down to c. £8k following the payment of the October cheques, the Clerk recommended to Council that the sum plus interest on maturity be transferred to the Council's current account, as it is paying the higher level of interest for readily available funds.

RESOLVED : To transfer the sum with interest on maturity into the current account.

In line with the Council's bank mandate, two members of the Council signed the maturity instruction form at the end of the meeting.

114 2009/10 : To approve the purchase of a replacement compression unit and fixings for the gull-wing see-saw, at a delivered price of £215.00 plus VAT.

Further to the receipt of the recent RoSPA report and on the instruction of the Cemetery & Allotments Working Group, the Clerk explained that she had contacted Record (the original equipment manufacturer of the see-saw) informing it of the issues raised in the report. The company has responded suggesting the replacement of the compression unit, which (it states) is capable of installation by the Council.

RESOLVED : To purchase a replacement compression unit and fixings for the see-saw at a cost of £215.00 delivered plus VAT.

As the company has provided the Clerk with fitting instructions and as it is likely to be a two-person job, Councillors Day and Brown offered to install the unit once it has been received.

115a 2009/10 : To approve the purchase of a register of graves

The Clerk explained that, under its statutory duties as a burial authority, the Council needs to keep two key registers – a register of burials, which is cross-referenced to a register of grave spaces. The current register of grave spaces (dating back to the 1920's) has a few pages left that could be used temporarily for the new area of the cemetery that has been opened, but this is not future-proofed. To ensure that all of the graves in the new cemetery area can be registered and kept in numerical order within their rows, it will be necessary to purchase a new register of graves.

RESOLVED : To purchase a new register of graves at the price of £149.44, less 25% discount, plus postage, plus VAT.

115b 2009/10 : To approve the sale of exclusive rights to burial in grave spaces BF72, BF73, Y1 and Y2.

The Council considered the requests to purchase exclusive rights to burial in four grave spaces in the cemetery and

RESOLVED : To approve the sale of exclusive rights to burial in grave spaces BF72, BF73, Y1 and Y2. The rights documents were signed by the Chairman and Vice-Chairman at the end of the meeting.

In recognising that two of the rights were for grave spaces in the new area of the cemetery, the Chairman asked that the Cemetery & Allotments Working Group meet in the near future to consider making a recommendation about the allocation of grave spaces for future burials, considering some of the issues that have been faced as a result of the previous approach and recent comments received from a memorial mason.

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116 2009/10 : To receive a report from the Cemetery & Allotments Working Group on its recent safety inspection of the cemetery

During the period Councillors Day and Capes, on behalf of the Cemetery & Allotments Working Group, had inspected the cemetery separately and confirmed that there were no matters of a safety concern to report on this occasion. Councillor Capes mentioned that there may be a problem with some shrubs and the Chairman suggested that this should be a topic for consideration at the next Cemetery & Allotments Working Group. He then reported that the cemetery bunkers are approaching full and, having done so, declared a personal and prejudicial interest (due to his involvement in the company contracted to carry out bunker emptying duties) and left the meeting room, with the Vice Chairman temporarily taking the Chair. The Council then considered the issue of the bunkers and

RESOLVED : To instruct its term contractor to empty the cemetery bunkers.

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

117 2009/10 : To receive a report on the safety inspection of Parson's Field

Councillor Day reported that he had inspected Parson's Field for safety on a weekly basis during the period and had found nothing of immediate concern. Councillor Sheardown had also inspected the field as recently as Sunday 18th October 2009 and was pleased to report that the volume of arising litter appears to be reducing, albeit that this may be a function of the colder weather.

118 2009/10 : To agree which Councillor will be responsible for playground safety inspections for the next month.

With thanks to Councillor Sheardown for carrying out this task in recent months, it was

RESOLVED : That Councillor Capes will undertake play ground safety inspections for the next month.

119 2009/10 : To agree a date for the 2010/11 Precept meeting.

RESOLVED : That the 2010/11 Precept meeting will be held on Monday 7th December 2009, commencing at 7.30pm

120 2009/10 : To receive a report from the Clerk

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

75a 2004/05 & 47 2007/08: Public open space adoption and maintenance

The Council considered the suggestion made by Councillor Underwood-Frost that it could ask a formal question at a WLDC Council meeting in relation to the continuing saga of the unresolved planning conditions, but decided that it would wait for a response to its letter to Edward Leigh MP prior to deciding what further action to take.

5 2009/10 : Litter picking scheme

The Clerk informed the Council that, since the report was issued, she has now been informed that there are two applicants for the job, with interviews to take place at Scotter Village Hall on the afternoon of Thursday 22nd October 2009. The Clerk has booked the Small Committee Room to facilitate this. With no Councillors available to support her, the Clerk will conduct the interviews alongside Mr Selby, who will be representing WLDC.

7 2009/10 : Stamford Homes – transfer of public open space

The Chairman reported that he had conducted the formal inspection of the public open space at the Stamford Homes development, accompanied by representatives of Stamford Homes and its landscaping contractor. All of the previous issues raised with Stamford Homes have been attended to with the dead trees replaced, the weeds underneath the hedging having been sprayed and then the hedge bottoms mulched, and re-seeding having been carried out where required. The grass has been cut and the grassed verge to the public footpath has been strimmed. In consequence, the Chairman

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recommended that the Council accepts that the condition of the public open space is in accordance with its reasonable requirements when asked to formally complete the land transfer. He further commented that the landscaper has confirmed that mare's tail is prevalent in the hedge bottom. This will need to be brought to the attention of the party employed by the Council to carry out maintenance of the space, once adopted, to ensure that it is kept in check.

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

The Clerk informed the Council that she has now heard from LCC's Accessibility & Policy Unit, which has confirmed that there is funding available to provide the bus stop clearways on High Street, albeit that funds may not be immediately available to pay for new bus stop signs, raised kerbing, etc. The Unit is now liaising with the Highways Division to identify the quickest method to have the clearways installed. A month's consultation period is required, such consultation to take place with the parish council, bus operators, Lincolnshire Police and owners/occupiers of adjacent properties. Any objection received will then have to be considered by LCC's Planning & Regulation Committee. In consequence, the actual date of installation cannot yet be determined but the Unit has promised to keep the Council informed of developments.

78a 2009/10 : Report on actions to reduce flood risk

The Council considered the response received from WLDC to its recent letter on flood defences, against the background of the actions that it took on receipt of the Environment Agency's report. As WLDC's suggested course of action has already been carried out by the Council (with letters sent to the Environment Agency and the County Council in relation to increasing the flow under the A159 bridge), the Council can only await responses from these two key agencies.

The Clerk informed the Council that, as mentioned in her report, a letter has now been received from a parishioner commenting on the content of the Council's letters to the agencies and asking for amendments to those letters to be made. The Council considered the letter and

RESOLVED : To respond to the writer that, as the Council's letters ask the agencies to seriously consider the replacement of the bridge, the Council wishes to see the responses to those letters prior to taking any further action.

92 2009/10 : Recommendations from the Cemetery & Allotments Working Group

The Council considered the query raised by the Clerk in her report as to the amount to be charged for allotments when they are taken on part-way through a year and

RESOLVED : To apply the annual figure pro-rata to the period covered by the agreement to the usual anniversary, rounded to the nearest quarter.

On a question of clarification raised by Councillor Brown, the Council confirmed that this methodology would apply to the initial charge for allotments at both the cemetery and Scotterthorpe.

93 2009/10 : Consultation on future housing priorities within the district.

The Clerk informed the Council of the response received from Mr Lockett at WLDC in relation to the affordable housing on the Waggoners Close development and of the resolution made at the Planning Committee (held immediately prior to the Council meeting) to send a formal letter in response stating the Council's extreme frustration and disappointment at this outcome. The Council fully concurred with the action taken by the Planning Committee.

104 2009/10 : Registration of land ownership

The Clerk informed the Council that, since the report was issued and with thanks to Councillor Fillingham for his assistance in arranging it, she has now met with Mr Hunter and obtained his recollections in relation to the land matters. She has passed this information onto the Council's legal advisor.

120a 2009/10 : Remembrance Sunday, 2009

The Council discussed the arrangements for the ceremony, which will be held this year on 8th November 2009. It noted, with pleasure, that Mr Barwell of Hemswell Contracting had yet again arranged for maintenance work to be carried out on the plinth free of charge and that Councillor Altoft is already in possession of the wreath. It

RESOLVED : That Councillor Sheardown will represent it on Remembrance Sunday and lay the wreath on its behalf, and that a letter of thanks be sent to Hemswell Contracting for its continued generous support of the War Memorial.

121 2009/10 : To receive new correspondence not already included above

Items of correspondence (not already considered above and received prior to the October 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 become an agenda item for consideration at a future meeting.

122a 2009/10 : 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 September 2009 and 5th October 2009 and

RESOLVED : To concur with the actions taken by the Planning Committee and to adopt the minutes of the Committee meetings held on 7th September 2009 and 5th October 2009.

122b 2009/10 : To note the receipt of results from the planning authority

The Council noted the following results received from the Planning Authority during the period :

124541 Wisteria Cottage, 2 Chapel Court, High Street, Scotter – a planning application to retain a conservatory and a shed.

Granted

124653 Land to r/o 111 High Street, Scotter – a planning application to erect a detached dwelling and detached garage with associated access off High Street via a private drive, incorporating parking and turning facilities.

Granted

124654 Field House Farm, Brigg Road, Scotter – a planning application for change of use of land from crew yard to dog boarding kennels.

Granted

123 2009/10 : To note income received during September 2009 and to approve the September 2009 cash book and its reconciliation to the bank statements

The Council noted the following income received during September 2009.

<u>DATE</u>	<u>PAYER</u>	<u>DETAILS</u>	<u>RECEIPTS</u>
04.09.09	Co-op Bank	Interest - current account	1.52
18.09.09	J. Hewson	Rental for cem.allot. No. 11 from 11/8/09 to 30/9/10	2.00
25.09.09	Barningham Memorials	Memorial on grave no. BF68	80.00
25.09.09	L. Hollingsworth	Rental for cem.allot.no. 15 for year to 30/9/10	1.00
25.09.09	Beal Homes	Contribution to tree replacement at The Granary	150.00
		TOTAL RECEIPTS	234.52

It then examined the cashbook as at end of September 2009 and its reconciliation to the bank statements and

RESOLVED : That the cashbook at the end of September 2009 should be signed by the Chairman and Clerk as a true record.

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124 2009/10 : To approve payments to be made

The Council examined the accounts to be paid for supplies and services received since the last meeting and :

RESOLVED : That the following payments should be approved.

<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>
Direct Debit	Tiscali	Broadband Sept./phone calls, Aug '09.	18.56	2.78	21.34
402015	H.M. Customs & Revenue	PAYE & NI, Month 6	425.41	-	425.41
402016	Mrs M. Brown	Wages	531.22	-	
		Mileage	7.00	-	
		Postage	34.50	-	
		Stationery	9.88	1.48	584.08
402017	Mr. J. Lyon	Wages	721.57	-	721.57
402018	Spencer's Garage	Fuel	74.96	11.24	86.20
402019	LDTBF Ltd	Rental of Parson's Field (6 months)	5.00	-	
		Rental of access way (6 months)	0.50	-	5.50
Direct Debit	BT	Phone line rental, Q3 2009/10	44.61	6.69	51.30
			1,873.21	22.19	1,895.40

125 2009/10 : To take any points from members, identify items for the next agenda and to note urgent items of interest.

125a Councillor Capes reported that the road markings at the junction of the A159 and High Street have faded, such that vehicles are taking up incorrect positions on the A159 when waiting to turn into High Street and consequently compromising road safety. The Clerk was asked to report this to LCC Highways as a matter of some urgency and to request the earliest re-painting of the lines. He further reported that the promised work on the Wakerley Road and Rooklands footpaths has not yet taken place. The Clerk will chase for a firm date for the commencement of this work. As a final point, Councillor Capes raised his concerns regarding the potential for the destruction of the Dar Beck culvert on Gravel Pit Road and damage to the road itself that could result if the large willow tree on the culvert's bank were to be felled by high winds. It was agreed that the Clerk should write to LCC to ask it to inspect the tree and take whatever action it regards as appropriate to maintain the security of the culvert and roadway.

125b Councillor Armstrong raised the issue of the untidy state of the Butterwick Road footpath and the fact that the surface is lifting in places. The Clerk will report this to LCC for attention.

125c Councillor Bullivent reported that, despite the Council's previous complaint to LCC about the sub-standard application of a slurry seal to footpaths in the centre of the village, no remedial action has been carried out and, on Messingham Road in particular, large areas have peeled off completely and in other areas the application has been so thin that weeds have already grown through it. It was agreed that the Clerk should write to LCC to state that, in the Council's opinion, this slurry seal application has been a complete waste of public money.

126 2009/10 : To resolve 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.

On the basis that the next item of business contains information that is confidential to the Clerk, it was :

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 from the meeting for the next item of business.

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The member of the press left the meeting room and the Chairman moved onto the final item of business.

127 2009/10 : To consider arrangements for meetings and cemetery management

The Council considered the paper provided in support of this item and

RESOLVED : That

- **Councillor Sheardown will be the contact for funeral directors during the required periods.**
- **If a meeting of the Planning Committee is required in early November, the Clerk will contact the members of the Committee on 4th November to agree a suitable meeting date.**
- **The December Council meeting will be held on Monday 14th December 2009.**
- **If a meeting of the Planning Committee is required in early January 2010, this will be scheduled for Monday 11th January 2010.**

The Chairman declared the meeting closed at 8.22pm.

Clerk:

Chairman:

Date: