

SCOTTER PARISH COUNCIL
Minutes of a Meeting of the Council held on 21st September 2009

PRESENT: Councillor C. Day (Chairman), Councillors N. Altoft, M. Armstrong, B. Billam, M. Brown, J. Fillingham, S. Rayner and A. Sheardown, PCSO W. Thomas (open forum only), 4 members of the public (open forum only), M. Brown (Clerk).

During the open forum, the Council heard from two members of the public concerned about speeding traffic on Elizabeth Close. This will be an agenda item for consideration at the October Council meeting. Two other members of the public wished to address the Council in respect of the recent meeting with the Environment Agency and to present the Council with a copy of a letter sent on behalf of Lindholme residents to Edward Leigh MP. A summary of a meeting with Mr Leigh on 19th September 2009 was also provided. The Council explained that it is considering its response to the issues identified during the EA's meeting as part of the agenda for tonight's meeting and thanked the parishioners for their input. PCSO Thomas informed the Council that, subject to the weather, it is the intention to arrange for the young people to complete the painting of the village hall fencing on Sunday 27th September 2009. With no other matters arising, the Chairman closed the open forum, with PCSO Thomas and the members of the public departing. The Council meeting commenced at 7.40pm.

86 2009/10 : To receive and approve apologies for absence

Apologies were received from Councillor Capes who is visiting family and Councillor Bullivent who is in London on work matters.

RESOLVED : To accept and approve the apologies from Councillors Bullivent and Capes.

87 2009/10 : To receive declarations of interest

Councillors Brown and Day declared a personal interest in relation to agenda item 16 (minute ref. 101 2009/10) as payments due to them are proposed under this item and stated their intention to refrain from voting on the matter. No other declarations were made at this time.

88 2009/10 : To approve the notes of the Council Meeting held on 10th August 2009 as the Minutes of that meeting.

RESOLVED : To approve the notes of the Council Meeting held on 10th August 2009 (as circulated) as the Minutes. These were signed by the Chairman.

89 2009/10 : To consider an e-mail from Amnick Training regarding a government-funded scheme to provide temporary supplementary staff at no cost.

The Council discussed the e-mail received, with positives and negatives of the proposed scheme highlighted. It was agreed that the Council could not make best use of such staff at the current time, with the Clerk having no additional resource to manage and administer the scheme. However, it may be of benefit to charitable and/or community-focussed organisations within the parish and Councillors were asked to consider whether there may be merit in applying to the scheme on behalf of such an organisation. Councillors should inform the Clerk of any client organisations that would be interested in the scheme, in good time for the topic to be included on the agenda for the October Council meeting.

90 2009/10 : To approve the submission of a claim to LCC in the amount of £2102.82 for recompense of verge cutting costs during the 2009/10 season.

The Council considered the letter received from LCC in relation to the above against the background of the work carried out by the Village Person during the current season and :

RESOLVED : To submit a claim to LCC of £2102.82 in relation to verge cutting costs during 2009/10.

Initialed Chairman

91 2009/10 : To consider a request received from the PCC for the Council's website to show the times and dates of church services at St Peter's.

The Council considered the request received sympathetically, recognising that there is a need for a vehicle to carry information about all of the organisations within the village. The Clerk voiced two concerns about the Council website being used for such purpose - firstly, the lack of resource to upload and then manage pages for other organisations and, secondly, the cluttered nature and lack of ease of navigation of those Council websites that had attempted to encompass all community activities within them. However, recognising the need for a community resource, she reported that she had already spoken with LCC, which will roll out the model website (as currently used by the Council) for the use of the community free of charge. This would allow a separate Community website, which could be linked to the Council website for maximum ease of obtaining the information. The Chairman reported that he is aware that the Parish Plan Review Committee had already identified the need for a website to publicise its work and that the Committee could be the starting point to get a Community website up and running. The Clerk was asked to forward the relevant LCC officer's contact details to Councillors Bullivent and Sheardown, in their capacity as members of the Review Committee. She is also to respond to the PCC to explain the forward process.

92 2009/10 : To consider a report and recommendations from the Cemetery & Allotments Working Group.

The Council considered the report provided by the Cemetery & Allotments Working Group and, in relation to the new cemetery area, :

RESOLVED :

- That the new area of the cemetery be opened for interments as soon as the Clerk has prepared the necessary plan and register pages.
- That the cemetery policy be amended to remove the requirement for a six month delay between a full interment and the erection of a memorial, if the interment is in the new section of cemetery.
- That memorial masons be informed of the existence and specification of the foundation and be required to fix memorials to such foundation in accordance with the NAMM Code of Working Practice and all relevant Standards in force at the time of construction and erection. The memorial must be erected within the designated area on the foundation. The use of power drills by the masons is to be permitted, subject to the mason being sensitive to other users of the cemetery.
- That funeral directors be informed of the existence of the foundation and be instructed that the plot should be dug within the area designated for the grave on the foundation and square to it. Digging under the foundation itself is not permitted.
- That tablets and vases will be permitted in addition to lawn memorials. These must be placed on the foundation, within the designated area for that grave. The maximum tablet size should remain as per the current policy (12" x 12").
- To ensure that the funeral directors and memorial masons align their work properly in accordance with the grave markings on the foundation, that the Clerk is to mark each grave prior to work being carried out and to clear away the gravel on the foundation of that grave so that the markings are clearly visible.

In relation to the recommendations made on the Council's allotment agreements, it was :

RESOLVED :

- That the letter informing holders of Scotterthorpe allotments of the proposed increase in annual maintenance charge (and thus giving notice of termination of the existing agreement) should be sent in the near future.

Initialed Chairman

- That, once all letters have been sent to existing allotment holders and from 1st October 2009, new tenants at either set of allotments to be required to pay the appropriate revised annual rental or rental & maintenance figure.
- That, on 1st October 2009, the Clerk should amend the figures on the website to reflect the revised annual rental/rental & maintenance figures.
- That the rental agreement with the holder of Scotterthorpe allotment 10 be immediately terminated, in accordance with clause 3 (3) (i) and (ii) – length of rental arrears and breach of the rules in respect of cultivation.

The Council noted that an attempt had been made to contact the allotment holder but the latter appears to have moved from the parish, with no forwarding address.

The Council then considered the 2009 report from RoSPA in relation to its safety inspection of the play ground and noted that the Clerk has issued an enquiry to Record in relation to the worn bearings on the see-saw. Having considered the recommendations put forward by the Working Group, it

RESOLVED : That the Councillor responsible for carrying out the weekly inspection of the play ground be instructed to closely monitor:

- The movement of the base plate of the fish springer and to report any increase in this movement for the further consideration of the Council.
- The wear on both the shackles and the chain of the senior swings, with the items to be replaced at 40% wear.

93 2009/10 : To consider a request from WLDC to respond to a consultation on future housing priorities within the district.

The Council considered the letter received from WLDC, with accompanying questionnaire. However, as the Planning Committee had already arranged for the letter's writer (Mr Lockett) to attend its meeting of 5th October 2009 to discuss the Council's concerns on the topics covered by the questionnaire, it was agreed that this is the suitable forum for a detailed response to be made.

94 2009/10 : To receive a report from the Cemetery & Allotments Working Group on its recent safety inspection of the cemetery

During the period Councillors Brown, on behalf of the Cemetery & Allotments Working Group, had inspected the cemetery and confirmed that there were no matters of a safety concern to report on this occasion. He reported that a substantial improvement has been made in relation to those allotments that were previously overgrown.

95 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 during the period and had found nothing of immediate concern. However, he spotted some evidence that suggests that the area is again being used by BMX bikers, which causes damage to the pathways and presents a safety hazard to other users. It was agreed that the Clerk should report the problem to PC Postles for appropriate action.

96 2009/10 : To agree which Councillor will be responsible for playground safety inspections for the next month.

With thanks to Councillor Sheardown for volunteering to continue with this task, it was **RESOLVED : That Councillor Sheardown will undertake play ground safety inspections for the next month.**

97 2009/10 : To receive a report from the Clerk

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

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

The Clerk reported that, since submitting her written report, she had received a telephone message from Stamford Homes, confirming that its landscaper will have completed all outstanding works by end September 2009 and inviting the Council to set a date in early October for a formal inspection of the site prior to its transfer and the release of the payment. It was

RESOLVED : That the Chairman and Clerk attend the inspection on behalf of the Council, at a suitable date in October 2009.

71 2009/10 : Public open space at The Old Granary

The Clerk reported that a letter has now been received from Beal Homes, enclosing a cheque for £150 to enable the Council to remove and replace the dead trees once the site has been formally transferred. The letter goes on to state that the litter bin will be installed and the decoration to the fencing repaired in the near future.

73 2009/10 : Trees for Lincolnshire Communities Scheme, 2009

The Clerk reported that she had received paperwork from the Tree Warden, asking the Council to submit a scheme, on behalf of the local Scouts, for 500 hawthorn hedge plants for use in various parts of the parish. Following the provision of clarification by the Chairman to Councillor Billam regarding the Playing Field Committee's intentions for tree planting around the fields, it was

RESOLVED : To submit the scheme as presented by the Tree Warden.

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

The Council considered the Clerk's report on the meeting held by the Environment Agency to discuss its report into flood defences in Scotter, against the background of the information provided by the Lindholme residents during the open forum. It

RESOLVED :

- To write to the Environment Agency to confirm that it expects the promised bed clearance work (to return the channel to a 1:30 year flood risk level) and gauge installation to be carried out by end March 2010 latest.
- To write to Edward Leigh, MP, to support the request made by the residents of Lindholme for a new bridge on the A159, or other such measure, to remove the bottle-neck effect of the current, aged, bridge.
- In light of the proposed spend by Severn Trent on flood resilience measures in Scotter, to write to the leaders of LCC and WLDC to ask that the various agencies join together to identify funding streams that would enable the bridge to be replaced, or the culvert installed, thereby avoiding unnecessary spend on other flood resilience measures.

85a 2009/10 : Advertisement hoarding on roadside verge

The Clerk reported that she has spoken to the Chairman of Messingham Parish Council, which is liaising with NLC and the Road Safety Partnership in relation to the mobile hoarding on the A159.

85b 2009/10 : Proposed removal by WLDC of the "per capita" subsidy

The Council considered the most recent letter received from WLDC in relation to the proposed subsidy removal and

RESOLVED : To respond confirming that its earlier reply, asking for a delay in implementation of the "per capita" subsidy removal until 2011/12, still stands.

97a 2009/10 : Beacon failure

The Council considered the Clerk's report that the mower's beacon had failed during the period and that, as it is an essential feature of the safe working procedure, a replacement was obtained as an emergency at a cost of £19.95 + VAT. It

RESOLVED : To approve the expenditure of £19.95 +VAT on a replacement beacon.

Initialed Chairman

98 2009/10 : To receive new correspondence not already included above

Items of correspondence (not already considered above and received prior to the September Meeting) were placed on circulation to Councillors at the meeting, together with a copy of the Environment Agency's report into Scotter's flood defences. 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.

99a 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 meeting of 10th August 2009 and
RESOLVED : To concur with the actions taken by the Planning Committee and to adopt the minutes of the Committee meeting held on 10th August 2009.

99b 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 :
124281 Land adj. to 14 Gainsborough Road, Scotter – a planning application to erect a detached garage.
Granted

124291 45 Gainsborough Road, Scotter – a planning application for the demolition of the existing dwelling and construction of a replacement dwelling.
Refused

124512 Land to r/o 36 Rooklands, Scotter – an outline planning application to erect a single-storey bungalow.
Refused

100 2009/10 : To note income received during August 2009 and to approve the August 2009 cash book and its reconciliation to the bank statements

The Council noted the following income received during August 2009.

<u>DATE</u>	<u>PAYER</u>	<u>DETAILS</u>	<u>RECEIPTS</u>
05.08.09	Co-op Bank	Interest - current account	2.78
11.08.09	Lincolnshire Co-op	Tablet memorials on grave nos. AD12 & AD14	30.00
12.08.09	HM Revenue & Customs	VAT repayment	654.88
13.08.09	Barningham Memorials	Memorial on grave no. BA53	80.00
24.08.09	HM Revenue & Customs	VAT repayment	103.30
		TOTAL RECEIPTS	870.96

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

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

101 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, with the exception of Councillors Brown and Day who abstained :

RESOLVED : That, in accordance with its powers under section 137 of the Local Government Act, 1972, the Council will incur expenditure on a donation to Scotter Good Companions 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</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 Aug./phone calls, July '09.	20.70	3.11	23.81
402004	H.M. Customs & Revenue	PAYE & NI, Month 5	404.56	-	404.56
402005	Mrs M. Brown	Wages	511.94	-	
		Mileage	4.00	-	
		Postage	34.50	-	
		Stationery	4.09	0.61	555.14
402006	Mr. J. Lyon	Wages	699.62	-	
		Mileage	19.20	-	718.82
402007	Anglian Water	S'thorpe allotment rates, Feb-Aug. '09	24.18	-	24.18
402008	Chris P. Day Ltd	Various minor & emergency works/hire	319.00	47.85	366.85
402009	RNS Chartered Accountants	Internal audit for financial year 2008/09	295.00	44.25	339.25
402010	Scotter Good Companions	Donation to cover bus hire for trip	240.00	-	240.00
402011	Spencer's Garage	Fuel	150.72	22.61	173.33
402012	M. A. Brown	Replacement rotating beacon for mower	19.95	2.99	22.94
402013	C. P. Day	Mileage to attend WLDC Forum mtg	7.20	-	7.20
402014	Playsafety Limited	Annual RoSPA playground inspection	69.00	10.35	79.35
			2,823.66	131.77	2,955.43

102 2009/10 : To take any points from members, identify items for the next agenda and to note urgent items of interest.

102a Councillor Altoft raised the issue of an increase in the incidence of dog fouling on the corner of Gainsborough Road and Southcliffe Road and asked whether dog fouling signs could be obtained for erection. The Clerk will obtain some signs from WLDC.

102b Councillor Billam reported that she had been the victim of vandalism, with one of her car tyres being recently slashed whilst the car was in the drive. This is the second such occurrence in a few months and she has heard that it has happened to other residents. Councillor Billam was urged to immediately report any further instances to the police directly. The Clerk will raise this issue with PC Postles.

102c The Clerk reported that the next Gainsborough & Surrounding Area Forum will be held on 21st October 2009, with specific emphasis on the future of the John Coupland Hospital. The Chairman and Councillor Altoft will attend the meeting, if circumstances allow.

102d The Clerk explained that the Village Person has asked that the Council consider two matters. Firstly, he has been asked by a resident of Cherry Tree Rise to cut back a self-set tree near the Kirton Road bridge that is impeding the view of traffic coming from The Green. The Council agreed that this work could be carried out by the Village Person, subject to him remaining on flat ground and not standing on the river bank side. Secondly, he asked if the Chairman could assist in weed removal from the cemetery topsoil pile. The Chairman agreed to do so.

103 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 is related to a legal matters and the following item of business is related to a disciplinary matter, it was :

Initialed Chairman

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 two items of business.

104 2009/10 : To consider advice from the Council’s legal advisor in relation to the registration of land ownership and to approve a draft statutory declaration in relation to the cemetery land.

The Council considered the advice received from the legal advisor in terms of the separate registration of each parcel of land and

RESOLVED : To accept such advice, subject to it not increasing the legal costs of registration beyond those already agreed.

It then considered the draft declaration prepared in relation to the cemetery lands and further

RESOLVED : To approve the declaration, as presented, subject to the Clerk’s confirmation of the accuracy of one of the statements under section 3.2.

105 2009/10 : To consider a request for support by other parish councils within West Lindsey in relation to planning enforcement issues.

The Council considered the request received and

RESOLVED : To write to Edward Leigh, MP, to confirm the Council’s support of the other complaining Councils and to inform him of the unresolved issues locally.

The Chairman declared the meeting closed at 8.32pm.

Clerk:

Chairman:

Date: