

**SCOTTER PARISH COUNCIL**

**Minutes of a Meeting of the Council held on 20<sup>th</sup> September 2010**

**PRESENT:** Councillor C. Day (Chairman), Councillors M. Armstrong, C. Baker, B. Billam, M. Brown, J. Bullivent, D. Capes, J. Fillingham and A. Sheardown, Ward Councillor W. Parry, M. Brown (Clerk).

With no members of the public present, the meeting commenced at 7.32pm.

**100 2010/11 : To receive and approve apologies for absence**

Apologies were received from Councillor Rayner who has a family commitment.

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

**101 2010/11 : To receive declarations of interest**

Councillor Baker declared a prejudicial interest in relation to item 4 of the agenda (minute 103 2010/11) and declared her intention to leave the meeting room for the duration of the discussion. No other declarations were made at this time.

**102 2010/11 : To approve the notes of the Council Meeting held on 16<sup>th</sup> August 2010 and of the Extraordinary Meeting held on 26<sup>th</sup> August 2010**

**RESOLVED : To approve the notes of the Council Meeting held on 16<sup>th</sup> August 2010 and of the Extraordinary Meeting held on 26<sup>th</sup> August 2010, as circulated, as the Minutes of those meetings.** These were signed by the Chairman.

**103 2010/11 : To consider an application to the Reaching Communities Big Lottery Fund for funds for the Friday Night Project from April 2011**

The Clerk explained that Councillor Baker did not need to leave the meeting room as it would not be possible for the Council to make a resolution on the matter at this meeting. Certain queries that the Clerk wished to raise with Helen Freeston on the draft application have not yet been resolved, such that the Clerk is not currently in a position to make any recommendation to the Council on the content and scope of the application. The Chairman asked the Clerk to ensure that it would be an agenda item for the October Council meeting.

**104 2010/11 : To consider a request from Scotter United and Scotter Junior Football Clubs for a letter of support for a bid for funds for the development of North Moor Park**

The Council considered the letter and accompanying information received from the football clubs, with specific note taken of the proposed scheme for improvements to the North Moor Park site and **RESOLVED : To write a letter of support for the clubs' bid for funds for the improvements to the sporting facilities.**

**105 2010/11 : To consider what action to take in relation to a verbal complaint received regarding the build up of silt and rubbish in the River Eau adjacent to Lindholme and Parsons Field**

The Council considered the verbal request received from a parishioner that it write again to the Environment Agency in relation to the build up of silt and rubbish in the River Eau. Considering the raft of correspondence that has been exchanged between the Council and the Environment Agency and the Council's recent representations on the River Trent Catchment Flood Management Plan, it was

**RESOLVED : To write to the parishioner confirming the actions that the Council has already taken.**

**106 2010/11 : To approve the renewal of the six month licence for the grazing of Constable land**

The Council noted that the current licence, renewable six-monthly, expires on 28<sup>th</sup> September and

**Initialled ..... Chairman**

**RESOLVED : To renew the licence for a further period of six months on the terms and at the rental agreed for this period.**

The Chairman signed two copies of the new licence, which the Clerk will forward to the licence holder for signature of both copies and the return of one copy for the Council's records.

**107 2010/11 : To consider whether to be represented at various meetings**

The Council considered the invitations to attend the Community Lincs 2010 Autumn Debate on Wednesday 29<sup>th</sup> September 2010 and the next meeting of the Gainsborough and surrounding areas Area Forum that will take place on Monday 4<sup>th</sup> October 2010. No-one is available to attend these meetings.

**108 2010/11 : To consider what action to take in relation to proposed changes to the Trees for Communities Scheme**

The Council considered the letter received from LCC in relation to the above. Whilst it welcomed the introduction of the new scheme (LCC's Communities Wildlife Grant, for projects valued at between £50 and £500 where LCC would contribute up to 75% of the total cost) and the fact that the Council could choose its supplier of trees, there is little scope for further tree planting on land owned by the Council. On the suggestion of Councillor Sheardown, it was agreed that the scheme will be considered by the Cemetery & Allotments Working Group with a view to recommending the submission of an application for a grant for the replacement of dead trees on the public open spaces at The Granary and Granary Fold.

**109 2010/11 : To consider a response to WLDC's consultation on whether hard copies of its Agenda and Minute books are required by the Council**

The Council considered the letter received from WLDC in relation to the above. As the agenda and minutes are readily accessible to the Clerk and interested Councillors via the WLDC website, it was **RESOLVED : That hard copies of WLDC's agenda and minute books are no longer required.**

**110 2010/11 : To consider a request to erect a wooden memorial in Scotter Cemetery**

The Council considered the request received and examined the drawing of the proposed memorial and its fixing mechanism. It was agreed that it would not be necessary, at this stage, to consider an amendment to the Council's cemetery policy, with the request to be dealt with as a one-off. On that basis, the Council

**RESOLVED : To permit the erection of the memorial, as proposed, with the usual fee for memorial of this size (of £80) to be applied.**

The Clerk will inform the requestor accordingly and will send to him the formal application form for completion.

**111 2010/11 : To receive a report on the safety inspection of Parson's Field**

Councillors Day reported that, during his inspections, he had found nothing of a safety concern in Parsons Field. However, litter levels are increasing, particularly on the lower path. To this end, it was

**RESOLVED : That the litter picker be instructed to concentrate his work for the Council in Parson's Field for a two-week period during the next month.**

**112 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 for the next month. Councillor Brown also stated his willingness to continue with the cemetery inspections. These offers were welcomed and accepted by the Council. Councillor Brown further reported that the fencing panel that had been removed by the owners of a property adjoining the cemetery is still missing, with the Village Person reporting that the gap is being used as a thoroughfare into the cemetery. It was

**Initialed ..... Chairman**

**RESOLVED : To write a letter to the occupiers of the property asking their intentions in relation to the replacement of the fencing panel.**

**113 2010/11 : To receive a report from the Clerk**

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

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

The Council noted that the migration to Multidata for the Council's Broadband service had been completed and

**RESOLVED : To set up a direct debit facility for the settlement of invoices.**

**231a 2009/10 : Community Beat Manager**

The Council noted the response received from the Assistant Chief Constable with some concern. The Chairman reported that, at the most recent Community Panel meeting, it had been confirmed that the CBM that the Gainsborough Rural North beat had been assigned to (PC Martin Yeates) in on long term sickness leave and, consequently, the beat has been assigned to the CBM who covers the Gainsborough Uphills beat (PC Ian Shaw). As this is the busiest of the Gainsborough beats, it is likely that this CBM will have even less time for the rural villages. This is of real concern as there is evidence of increasing problems on Friday evenings, with a complaint having been received from the manager of Lifestyle of young people hanging around the shop after closing time, intimidating staff leaving the premises. It may be that the police's priority response area in Scotter may need to be changed (as the dark nights approach) from Parsons Field and the playing fields to Hobb Lane and the High Street.

Councillor Baker confirmed that Parson's Field is still a focus for young people currently and that they appear to be going out even earlier on Friday evenings. There has been recent evidence of excessive alcohol consumption by young people (as young as 12 and 13 years old) before 6pm. This is a major issue for LCC's detached youth workers (two of which are scheduled to attend Scotter from 6pm to 8pm on Friday evenings until November 2010) as their protocol forbids them from working with people under the influence of alcohol. It also has implications for the Friday Night project, as the youth worker and volunteers are also not supposed to work in such circumstances. Councillor Baker is concerned that this problem will only escalate as winter approaches and there is less for the young people to do. It was thus

**RESOLVED : To write again to the Chief Inspector, reiterating the Council's request for an explanation as to why the CBM has been lost against the background of increasing levels of anti-social and health-damaging behaviour amongst young people.**

**236a 2009/10 : Village website**

Councillor Sheardown reported that, in conjunction with Mr Brown (the website developer) a one-page article on the website ([www.scottervillage.com](http://www.scottervillage.com)) had been included in the latest edition of the Eau Valley Advertiser. At this stage, the website content is sparse as Councillor Sheardown has yet to receive much content from village organisations that had initially stated their support for its aims.

**36b 2010/11 : Land transfers**

The Council noted the content of the meeting between the Clerk and Mitie Landscapes' Operations Manager in relation to the inaccurate invoicing and

**RESOLVED : To approve the mode of invoice settlement as proposed by the Clerk.**

**51 2010/11 : Waggoners Close development issues**

The Council noted with gratitude that Councillor Underwood-Frost has facilitated meetings between the Leader and the Chief Executive of West Lindsey District Council with a view to developing a solution to the problem of the loss of the public open space on the Waggoners Close development. The Council then considered Councillor Underwood-Frost's request for it to consider what it may

**Initialed ..... Chairman**

regard as an appropriate solution, with fall back positions, to aid that negotiation. The Council's primary aim is to ensure that the residents of Waggoners Close have access to a recreational space but without saddling all of its parishioners with the ongoing costs of maintaining and insuring the same, it now not being possible to negotiate financial recompense for these costs with the developer (as was successfully done in the cases of the Elizabeth Close and The Granary/Granary Fold public open spaces). In consequence, it was

**RESOLVED : To respond that the preferred option is for WLDC to purchase the open space, with the ongoing management and maintenance of the space to be carried out by the residents.** Should this not be feasible, and as its second preference, the Council would be prepared to take over the ownership of the space from WLDC and manage and maintain it into the future but it would need to be recognised that this would result in a tax burden on other parishioners who would have little or no use for the space. As a last resort, and if it is not possible to purchase the land from the current owner, the Council would suggest that WLDC make a financial contribution towards community project work within the village.

#### **57 2010/11 : Issues with the mobile library service**

The Council noted the offer from Mr Cavanagh of LCC's Library Service of a meeting at the static library to discuss options regarding opening hours at the latter. Such a meeting would be welcomed and it was agreed that it was important that it be attended by interested Councillors in addition to the Clerk and a representative of the Eau Community Centre Management Committee. To this end, the Clerk was asked to inquire of Mr Cavanagh whether he would be prepared to attend an evening meeting. If the response is in the affirmative, the Clerk will approach Councillors with possible meeting dates.

#### **62 2010/11 : Litter bin on The Green**

The Council noted that the new litter bin had been received but that it had not yet been installed as the mode of installation is via a ground anchor – a metal spike of c. 1 metre in length which is driven into the ground. As it is not known whether there are any underground services (e.g. water mains, gas pipes, electricity cables) in the locale of the proposed site for the bin, it was

**RESOLVED : That the Clerk should write to the service providers querying the exact location of any of their underground equipment on that part of The Green.**

Once this information is received, the bin may be installed.

#### **82 2010/11 : Preliminary consultation on the Central Lincolnshire Core Strategy**

It was agreed that the Chairman and Councillor Sheardown will attend the Issues and Options briefing session on Monday 18<sup>th</sup> October 2010 at the Guildhall. Councillor Brown will chair the meeting of the Council that is planned for the same date.

#### **94a 2010/11 Councillor Initiative Fund**

The Clerk reported that Councillor Baker has now identified a list of items for the Friday night project and that she will meet with Councillor Baker during the next week to complete the application form for counter-signature by Ward Councillor Parry. With reference to monies available from Ward Councillor Underwood-Frost, she has sent an application form with explanatory notes to Scotter United Football Club which will submit an application for c. £500 worth of funds towards its development scheme.

#### **96 2010/11 : Replacement of the Clerk**

The Clerk explained that the advertisement had resulted in a high degree of interest, such that a short-list of applicants for interview will need to be produced. It was agreed that Councillors Baker, Bullivent and Capes will meet with the Clerk on Thursday 7<sup>th</sup> October to prepare the shortlist, using the Council's person specification to aid the short-listing process. This grouping will then make a recommendation to the Council at the October Council meeting on which applicants should proceed to interview.

**Initialed ..... Chairman**

**113a Garage alarm**

The Council noted that replacement alarm had been provided by a supplier that is not VAT-registered and

**RESOLVED : To approve the emergency procurement by the Clerk of a replacement garage alarm at a delivered cost of £11.99.**

**113b Cemetery allotments agreements**

The Council discussed the complaint received that a holder’s dog has fouled several of the allotments and

**RESOLVED : To write to the owner of the dog, requiring him to ensure that the dog is under control when at the allotments.**

**114 2010/11 : To receive new correspondence not already included above**

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

**115a 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 noted that no minutes have been published by the Planning Committee since the last Council meeting.

**115b 2010/11 : To note the receipt of results from the planning authorities**

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

**125997 25 High Street, Scotter** – a planning application for provision of off-road parking to the front area. **Granted**

**116 2010/11 : To note income received during August 2010 and to approve the August 2010 cash book and its reconciliation to the bank statements**

The Council noted the following income received during August 2010.

<u>DATE</u>	<u>PAYER</u>	<u>DETAILS</u>	<u>RECEIPTS</u>
05.08.10	Co-operative Bank	Interest - current account	3.31
<b>RECEIPTS, 2010-2011 year to date</b>			<b>3.31</b>

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

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

**117 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 :

**RESOLVED : 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>
402113	Northcliffe Media	Recruitment advertisement - 6 days	311.72	54.55	366.27
402114	H.M. Customs & Revenue	PAYE & NI, Month 5	444.16	-	444.16
402115	Mrs M. Brown	Wages	585.61	-	
		Mileage	8.00	-	
		Postage	3.84	-	
		Stationery	8.14	1.43	
		Replacement alarm for garage	11.99	-	619.01

**Initialed ..... Chairman**

402116	Mr. J. Lyon	Wages	681.22	-	681.22
402117	WLDC	Litter picking service - August 2010	136.44	23.88	160.32
402118	Spencer's Garage	Fuel	162.42	28.42	190.84
402119	Multidata	Broadband line rental - September 2010	19.75	3.46	
		Broadband line rental - October 2010	19.75	3.46	46.42
402120	Mitie Landscapes Ltd	Grounds maintenance, May 2010	53.85	9.42	
		Grounds maintenance, June 2010	119.77	20.96	
		Grounds maintenance, July 2010	106.25	18.59	
		Grounds maintenance, August 2010	185.77	32.51	547.12
402121	Anglian Water	S'thorpe allots rates, 6 mnths to 23/08/10	25.47	-	25.47
402122	Glasdon UK Limited	Litter bin, 2 fire devices & anchor	360.51	63.08	423.59
402123	Playsafety Limited	Annual inspection of 3 No. playgrounds	189.00	33.08	222.08
402124	Earth Anchors Ltd	Seat with arms and bolt-down kit	429.95	75.24	505.19
Direct Debit	Talk Talk	Phone calls, August 2010	14.66	2.57	17.23
			<b>3,878.27</b>	<b>370.65</b>	<b>4,248.92</b>

**118 2010/11 : To take any points from members, identify items for the next agenda and to note urgent items of interest.**

**118a** Councillor Armstrong reported that the footpath adjacent to the river on Butterwick Road, Susworth, is extremely dirty due to mole activity on the riverbank. The Clerk will report this to LCC for action.

**118b** Councillor Bullivent raised the issue that the manhole on the private sewer adjacent to the chip shop is again overflowing. Councillor Capes commented that, unlike previously, overflows have been witnessed as early as 7am when none of the shops are open. The Clerk was asked to raise the issue again with the WLDC officer that was dealing with it.

**118c** Councillor Billam reported that a large copper beech tree in the cemetery has a branch that is overhanging her property and asked whether this could be cut back. Councillor Capes stated that the same tree also needs some crown thinning and pruning as it is restricting the growth of a neighbouring tree. The Chairman asked Councillor Capes to assess what tree work is required at the cemetery and whether such work will require a contractor or could be carried out by the Tree Warden, in readiness for a discussion at the October Council meeting.

**118d** Councillor Baker gave her apologies for the October meeting as she will be on holiday.

**119 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 item of business on the basis that it relates to a legal matter.**

**120 2010/11 : To consider what further action to take in relation to the Southcliffe Road verge**

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

**RESOLVED : To write to the landowner to confirm that the Council can take no further action in relation to the land and that any future complainants will be directed to him, and to instruct the Council's legal advisor to close the file and invoice accordingly.**

The Chairman declared the meeting closed at 8.27pm.

Clerk: .....

Chairman: .....

Date: .....