

SOUTH WITHAM PARISH COUNCIL

Minutes of the Meeting held on the 5th June 2018 at 7.30pm

Present 18-82 Cllr K Jolley (Chair), Cllr F Parish, Cllr J Oldfield, Cllr P Golding, Cllr C Hodgkin, Mrs H Sandon (parish clerk), LCllr/SKDCllr R Adams

Apologies for Absence 18-83 Cllr C Ashton, Cllr C v Straubenzee, Cllr S Lansdowne, Cllr M Kinning, Cllr A Smith, Cllr White

Receive Declaration of Interests 18-84 none

Report from LCllr Bob Adams 18-85 Mr Adams assured SWPC that potholes are being dealt with and fixed in a more permanent way. Priority for fix has been firstly A roads, then B then C, but LCC is getting around to fixing all by four working teams.

Notes of the Parish Council APM and May monthly meetings held on the 1st May 2018 18-86

The notes of the meeting were approved by the Council and signed by Cllr Parish in acceptance as minutes.

Financial Matters 18-87

a) Monthly Accounts SWPC total bank balance £33,716.02, BMM £33,443.18, Play Project BMM £272.84. Income received; 1) SKDC ½ yr Precept £11680.03, SKDC ½ yr cleaning grant £610.74, 3) SW VHMC ½ Yr rent £300.00, 4) Allotment monies £363.00. Payments; 1) Helen Sandon (May pay/exps includ, refund for LCC speed signs £40.00 / Broxap bin £371.94) £1055.89, 2) Janine Costello (May litter picking) £224.00, 3) Finding Fitness inv5 (weekly fitness / May holiday activities) £1555.20, 4) Rick Webster VH rec grass cutting Apr £224.00, 5) Tracey Stafford (cemetery grass cutting Apr/May) £120.00.

b) EOY 2017/18 Accounts return sign off by SWPC

i) Annual Governance statement

The Internal Audit was completed / signed off by Gordon Andrew with no material issues. He asked the clerk to donate his nominal fee of £30 towards the Memorial maintenance fund as per previous years. The Annual Governance statement was signed off by the Chairman/ Parish Clerk at the meeting.

ii) Accounting Statements

This was signed off by the Chairman/ Parish Clerk at the meeting.

Clerk to display the Exercise of Public Rights notice on the village website/notice boards and submit the Accounts Return to the External Auditors PKF Littlejohn.

Clerk's and Councillors' reports on ; 18-88

a) Village Hall, Cllr Jolley

i) External Lights Cllr Jolley had met with DGM Electrical, who will do the VH light repair and jitty solar light install this month.

ii) Roof Cllr Jolley still sourcing quotes for the roof repairs, to circulate to all cllrs once received.

iii) Other Cllr Parish had been made aware that the heating had been left on in the VH. She had reported this to the VHMC to deal. She also advised that there is now a new VHMC Chairman Shaun Mason.

b) Road Safety, Cllr Parish

The Road Safety Group welcomed Cllr Golding to the Group and had met recently to look at the ongoing maintenance of the new speed sign. Agreed that Cllr Parish will charge the speed sign battery this month when due and then a Cllr rota is to be sorted for this purpose.

Additional passive speed signs have been received. Notification received from LCC that the existing speed sign will be moved by its contractors very soon. Info received re. LRSP's re. its Community Speed Check Volunteers Scheme - Safety Group to look into this further.

c) Allotments, Cllr van Straubenzee All agreements / monies received with the exception of one plot which is currently available. Cllr van Straubenzee to meet / offer it to the next person on the waiting list.

d) Village Clean Up - Sunday 13th May at 11am, Cllr Parish Well attended clean up event and plenty of bags filled.

e) Play area inspection, Cllr Oldfield **i) Monthly inspection / repairs** Cllr Oldfield advised that the swings had been adjusted and that he will do the flooring repair this month.

Planning Matters 18-89

a) New planning applications received by SKDC for Parish Council comment

i) S18/0508, erection of garage, 22 Moor Lane- no objections from SWPC

ii) S18/0492 Broadgate Rd, alteration to building for residential occupation following prior approval S17/2111

Cllr Jolley had looked at the application after the May PC meeting and asked the clerk to submit objections to SKDC on behalf of SWPC - re. materials to be used, access issues, lack of utilities, no proper hardstanding/ roads, trees/ hedging issues re. bats/ birds and various incorrect answers to ques in application.

b) New planning applications received by SKDC for Parish Council comment after publication of the agenda none

c) SKDC planning permissions granted/refused

i) S18/0121, Retention of signage at former Little Chef north bound Great North Rd- consent granted by SKDC

d) Need for a Local Neighbourhood Plan Cllrs Ashton/ Parish had recently attended SKDC for an initial meeting to discuss future outline housing proposed for South Witham, details to follow from SKDC in due course. Discussion took place after with LC Cllr Adams re. SW developing a Local Plan. This is to be addressed again by SWPC, Cllr Jolley to look into this further.

GDPR compliance 18-90

a) To appoint Jim Oldfield as lead Councillor with responsibility for Data Protection Agreed by SWPC

b) To adopt the Data Map (enclosed) Agreed by SWPC

c) To adopt the Data Protection Policy, Subject Access Request Procedure, Data Breach Policy and Records Retention Policy (enclosed) Agreed by SWPC

d) To adopt the Privacy Notices (enclosed) Agreed by SWPC

e) To receive completed Security Compliance Checklists from all councillors Agreed by SWPC, with Cllrs not present at meeting to forward to the clerk as soon as possible.

f) To resolve that the council registers with the ICO and pays the relevant Data Protection Fee Agreed by SWPC, clerk to arrange.

g) SWPC agree/ renew Child & Equal Opportunities Policies Agreed by SWPC

All the above policies to be displayed on the SW Website and Privacy Notices to be sent to Allotment holders and regular contractors.

South Witham Academy Preschool Closure, Cllr Parish 18-91 SWPC has been made aware that the existing Preschool is to close and that a new Preschool will be set up in the future.

Western Power advice re. utility cables/ pipework - for work undertaken to properties, clerk 18-92

Cllr Oldfield advised that there have been two recent incidents whereby residents undertaking digging work at their properties have hit power cables at a shallow depth, resulting in an electric shock and power cut to the village. LC Cllr Adams requested details from Cllr Oldfield, as one of the homeowners is being pursued for substantial repair costs and further investigation is required re. the depth of the cables from a H & S point of view.

Residents to be made aware that they should seek advice from Western Power before undertaking any digging works deeper than a spade's depth. Western Power will come out free of charge and mark up where all the cables lie, tel 0800 096 3080 or visit website www.westernpower.co.uk for info. If village has a powercut, report on tel 0800 6783 105 or just dial 105. Clerk to put in WW also.

Bin for Thistleton Lane / Moor Lane area, Cllr Oldfield 18-93 Bin on order for Thistleton lane area, Cllrs Jolley/ Oldfield to install. SWPC declined verbal request for further bin in Templars Way / Moor Lane area at this stage.

Armistice day 2018, Cllr Parish 18-94 Deferred to July meeting.

Barrowden PC (Leic) Survey/ Proposal to Government re. division of responsibilities between Planning Bodies and Building Control 18-95 Cllr Jolley to complete survey on behalf of SWPC in favour of ending the division of responsibility between planning bodies and building control.

Correspondence 18-96 Two resident letters re. various village issues includ. potholes, litter, dog fouling, lack of bins, dealt with above. Collapsed drain rear of Station Avenue, clerk reported to LCC to deal. PC made aware of damage to tree on Public footpath.

Citizens Advice info re. be scam aware -to notice boards/ WW.

LALC CIL survey - Cllr Jolley to complete on behalf of SWPC to support making it mandatory for planning authorities to adopt CIL regimes. Community orchard info, C & C Direct.

Appointment of third member 18-97 Cllr van Straubenzee

Date of next meeting 18-98 Tues 3rd July at 7.30pm

Meeting closed at 9.20pm