

**SCOTHERN PARISH COUNCIL MEETING**

To All Parish Councillors

You are hereby summoned to attend the Monthly Council Meeting of Scothern Parish Council on Wednesday 2<sup>nd</sup> October 2019 commencing at 19:30 in The Methodist Church, Main Street, Scothern.

The first 15 minutes are open to the public where questions can be asked or statements made. All attendance is also required during this time.

Signed: L. Richardson

Clerk to the Council

25<sup>th</sup> September 2019

1.	Housekeeping	
2.	External Reports a) Police report b) District Councillor Report c) County Councillor Report	
3.	Public Session	
4.	Apologies for Absence:	
5.	Declarations of Interest (Pecuniary or Non-Pecuniary):	
6.	Minutes of previous meetings a) Notes of the Council Meeting held on 4 <sup>th</sup> September 2019 – to receive, approve and sign as minutes.	All
7.	Update Reports: a) Future use of BT phone box – To receive an update regarding the production of information boards. b) To receive an update regarding the 2 <sup>nd</sup> village defibrillator and take any necessary action. c) To receive an update regarding the erection of a bus shelter on Dunholme Road. d) To receive an update regarding the Community Speed Initiative. e) To discuss and take any necessary action regarding the review of Council policies and procedures including risk assessment. f) To approve and adopt Health and Safety Policy	CJN/LM  JLF JLF DC  All
8.	Council Functions: a) Playpark – To receive and decide upon quotes for recommended work from the annual inspection report. b) To discuss and take any necessary action regarding a representative to attend the LALC AGM. c) To discuss and take any necessary action regarding Clerk and Councillor training. d) To discuss and take any necessary action regarding the Best Garden competition. e) To receive feedback in relation to Best Kept Village Competition. f) To discuss and take any necessary action regarding the transfer of banking arrangement. g) To discuss and take any necessary action regarding the loss of bus services in the village. - To receive an update regarding bus stop signs, timetables and road markings in the village h) To discuss and take any necessary action regarding the boundary of Grange Park and properties to the East. i) To discuss and take any necessary action regarding the Parish Council website. j) To discuss and take necessary action in relation to the annual Christmas Event. k) To discuss and take any necessary action regarding a request from the Patriarchal Church Council for land in the village for overflow cemetery.	Clerk  JLF Clerk Clerk  JLF  BP CJN
9.	Financial matters a) Current financial statement b) To discuss and take any necessary action regarding the 2020/21 budget and precept setting. c) Invoices for payment to be agreed (all excluding VAT where appropriate):- - Multidata – Broadband charges - £38.92 - Mrs L Richardson – Clerks Salary including use of home as office and telephone /broadband costs - £461.00 - Glendale – July and September Grass Cutting and April 2019 VAT - £1907.60 - Lincoln Road Safety Partnership – 30mph speed signs - £40	All All All
10.	Highways and Maintenance a) Update report b) To receive and discuss quotes for various tree maintenance required in the village. c) To discuss and take any necessary action regarding people leaving cars running outside of the school. d) To discuss and take any necessary action regarding the 2020/21 village maintenance and grass cutting contracts.	JLF JLF All All
11.	Planning matters :-	

	a) To discuss and take any necessary action regarding Community Infrastructure Levy payment in respect of housing development off Langworth Road.	
12.	Fieldpaths a) To discuss any maintenance due to the village fieldpaths b) To discuss and take any necessary action regarding FFP162 being used by trial bikes. c) To discuss and take any necessary action regarding loose/out of control dogs on FFP's.	BP JLF JLF
13.	Reports a) Grange Park – receive update report b) Scothern Recreation Centre and Spirit of Scothern – receive update report	CJN JLRF
14.	Compliance – none	Clerk
15.	Correspondence – for information only - LALC – Weekly newsletter - SRC – Request for continued support to cut play area grass - St Germain's Church – Request for continued support to cut graveyard grass - WLDC – Response to request for CIL payment - Reepham Parish Council – Notice of planning training	Clerk
16.	Next meetings – Monthly Meeting Wednesday 6 <sup>th</sup> November 2019 at 7.30pm at the Methodist Church, Main Street, Scothern. – To agree date for the Budget and Precept meeting of 20 <sup>th</sup> November 2019 – To agree date for December meeting of Wednesday 11 <sup>th</sup> December.	