

SCOTHERN PARISH COUNCIL MEETING

A meeting of Scothern Parish Council took place on Wednesday 6th June 2018 at the Methodist Church, Main Street, Scothern.

Present: Cllrs Mrs C Nicoll (Chair) (CJN), J Fotheringham (JLF), Ms L Mumford (LM), and Mrs M Tointon (MT)

In attendance: District Councillor Cllr R Waller

Clerk: Mrs L Richardson

87.18	Housekeeping	
88.18	External Reports a) Police report – None received b) District Councillor Report – Pat Mewis has been elected as Chairman of West Lindsey District Council. – Steve England has been elected as Vice Chairman of West Lindsey District Council. – Five body cameras have been purchased for WLDC staff for undertaking property inspections etc. c) County Councillor Report – None received	
89.18	Public Session	
90.18	Apologies for Absence: Proposed Cllr Mrs Tointon, seconded Cllr Fotheringham and agreed by all that apologies and reasons for absence be accepted from Cllr Patchett.	
91.18	Declarations of Interest (Pecuniary or Non-Pecuniary): None declared	
92.18	Minutes of previous meetings a) Minutes of the meeting held on 2 nd May 2018 – to receive, approve and sign as minutes – Proposed Cllr Fotheringham, seconded Cllr Mrs Tointon and agreed by all to sign the minutes as an accurate record – signed by the Chair.	
93.18	Update Reports: a) Future use of BT phone box – To receive an update – Cllr Mrs Mumford is currently researching the village history, buildings etc to display in the telephone box when telephone has been removed. When information collated, quotation will be obtained to make up information boards. Grant aid to be sought. – BT currently training electricians to the standard required to work with the electricity within the box. b) To receive an update regarding the 2 nd village defibrillator – Defibrillator location has been confirmed by WLDC – installation will take place within the next month at Ellison Boulters Academy. c) To receive update on Lincolnshire County Council speed watch initiative – Clerk has emailed the new scheme co-ordinator and is awaiting a reply. – A further volunteer has registered interest in helping with the scheme, therefore two in total. Both volunteers have given authority for email addresses to be released to the co-ordinator to arrange training sessions. d) To discuss and take any necessary action regarding the New Homes Bonus (NHB) and Community Infrastructure Levy (CIL) – Clerk has chased Edward Leigh, MP for a response to previous email/letter – no response has yet been received. Clerk to make further representation to Edward Leigh for a response – WLDC replied indicating that a training course will take place in July 2018. – District Cllr Waller to arrange a meeting between the Parish Council and WLDC to discuss Parish Council concerns in relation to the NHB and CIL. – It was agreed by all not to reply to the LALC/NALC consultation on the short CIL survey.	LM Clerk
94.18	Council Functions: a) Council Vacancies – To receive applications for co-option to the Council – None received b) Playpark – to discuss and take any necessary action regarding the regular safety checks – A safety check is due and it was agreed by all that Cllrs Mrs Nicoll and Fotheringham will do an observation inspection pending appointment of routine inspector.	CJN/ JLF

	<ul style="list-style-type: none"> - Clerk will obtain a quotation for a sign to be displayed at the park detailing ownership of the equipment, who to contact in an emergency, etc. - Clerk to obtain a quotation to edge around the swing/slide area and to supply and rake approximately five tonnes bark. <p>c) To discuss provision of bus shelter on Dunholme Road</p> <ul style="list-style-type: none"> - Plan received from the developer (Truelove [Deers Leap]) of the proposed bus stop – this was agreed by all as it is similar to the one already on Cade Close. Cllr Mrs Nicoll will reply to email. - Negotiations are underway with Lincolnshire County Council Highways to determine a location for the shelter. <p>d) To discuss and take any necessary action regarding the meeting with Scothern Recreation Centre on 24 May 2018 notes circulated to councillors prior to Council meeting.</p> <ul style="list-style-type: none"> - Cllr Mrs Nicoll has arranged a meeting with LALC to discuss issues raised at the meeting and to clarify correct procedures in relation to grant aid to Scothern Recreation Centre/Spirit of Scothern. - Cllrs Mrs Nicoll, Mrs Tointon and Fotheringham will meet to discuss proposals for July's meeting. <p>e) To discuss and take any necessary action regarding the Best Kept Village competition</p> <ul style="list-style-type: none"> - Posters have been displayed around the village and advertised in The Clarion. - The Clerk will advertise in the parish magazine, asking for volunteers to help. <p>f) To discuss and take any necessary action regarding the Best Kept Garden competition</p> <ul style="list-style-type: none"> - The first round of judging has taken place and dates for July and August have been agreed. - Cllr Fotheringham will arrange the prizes. <p>g) To discuss and take any necessary action regarding the publication of the Clarion on the Parish Council website</p> <ul style="list-style-type: none"> - Proposed Cllr Mrs Mumford, seconded Cllr Mrs Tointon and agreed by all that The Clarion should be published on the Parish Council website. 	<p>Clerk</p> <p>Clerk</p> <p>CJN</p> <p>CJN</p> <p>CJN/MT/JLF</p> <p>Clerk</p> <p>CJN</p>
95.18	<p>Administration:</p> <p>a) To adopt a document retention policy with regards to GDPR</p> <ul style="list-style-type: none"> - Proposed Cllr Mrs Mumford, seconded Cllr Mrs Tointon and agreed by all to adopt the document retention policy as presented by the Clerk. <p>b) To adopt a Subject Access Request Procedure policy with regards to GDPR</p> <ul style="list-style-type: none"> - Proposed Cllr Fotheringham, seconded Cllr Mrs Tointon and agreed by all to adopt the Subject Access Request Procedure Policy as presented by the Clerk <p>c) To note acceptance of Councillor Compliance Questionnaires</p> <ul style="list-style-type: none"> - Councillor Compliance Questionnaires completed and submitted to Clerk. 	
96.18	<p>Financial matters</p> <p>a) Current financial statement</p> <ul style="list-style-type: none"> - Proposed Cllr Fotheringham, seconded Cllr Mrs Tointon and agreed by all that the current financial statement be accepted. <p>b) 2017/18 Audit</p> <p>i) To approve and sign the 2017/18 Annual Governance Statement for submission to the external auditor</p> <ul style="list-style-type: none"> - Proposed Cllr Fotheringham, seconded Cllr Mrs Tointon and agreed by all that the 2017/18 Annual Governance Statement be signed by the Chairman and RFO. <p>ii) To approve and sign the 2017/18 Annual Accounting Statement for submission to the external auditor.</p> <ul style="list-style-type: none"> - Proposed Cllr Fotheringham, seconded Cllr Mrs Tointon and agreed by all that the 2017/18 Annual Accounting Statement be signed by the Chairman and RFO. <p>c) To discuss and take any necessary action regarding the purchase of village planter sponsorship signs</p> <ul style="list-style-type: none"> - Proposed Cllr Mrs Tointon, seconded Cllr Mrs Mumford and agreed by all to accept a quotation for £60 from Allen Signs for three planter sponsorship signs. <p>d) Invoices for payment to be agreed (all excluding VAT where appropriate) Proposed Cllr Mrs Tointon, seconded Cllr Fotheringham and agreed by all that the following payments be made:</p>	<p>Clerk</p>

	<ul style="list-style-type: none"> - Clerks salary and expenses - £408.14 (salary) £7.00 (Telephone and broadband) £25 (office) = £404.14 - Mrs L Richardson - Reimbursement for ICO registration - £35 - Multidata – Broadband charges - £38.92 - Mrs P Sargeant – Bus shelter cleaning [1st quarter] - £150.00 - Scothern Parish Council – Play area funds transfer - £1500 - Wildflower Shop – Grange Park bulbs - £194.12 - Hubbards Seeds – Grange Park Heritage Orchard [grass seed] - £100 	
97.18	<p>Highways and Maintenance</p> <p>a) Update report</p> <ul style="list-style-type: none"> - Pot holes around the village marked by Lincolnshire County Council. <p>b) To receive and decide upon quotes for the replacement and maintenance of timber posts and railings around the village.</p> <ul style="list-style-type: none"> - Cllr Mrs Nicoll will chase Glendale for their quote for the work. - Clerk to obtain a quotation for the painting aspect of the work. 	CJN Clerk
98.18	<p>Planning matters –</p> <p>a) 137555 – Land adjacent to Scothern Nurseries - Planning application for the erection of 1no. dwelling with detached garage with office over, in connection with the nurseries business – Granted</p> <p>b) 137626 – North Field Farm, Langworth – Planning application to erect agricultural storage and staff amenity building – public consultation underway.</p> <p>c) 133742 – Land at Dunholme Road – Planning application to vary condition 1 of planning application 136923 granted 22nd February 2018 re: approved drawings – discuss and submit comment to WLDC – Proposed Cllr Fotheringham, seconded Cllr Mrs Tointon and agreed by all that the following concerns be expressed to WLDC:-</p> <ul style="list-style-type: none"> - No community contribution is indicated within this application; the Council feels that this amended application could give the opportunity to remedy the previous lack of contribution through the Section 106 being that £106k will be generated from the reduction in affordable housing. - There has been no consultation in relation to the variation of the Section 106. - Concern is manifested in relation to the reduction in affordable housing provision; ie could all properties not be available for rental negating the need for shared ownership? - Scothern Parish Council would like this application to be considered by the Planning Committee and not under "delegated powers". <p>d) To discuss proposed road names for the development on Dunholme Road – Suggestions will be emailed from Councillors and sent to the developer for consideration.</p>	Clerk ALL/Clerk
99.18	<p>Consultations</p> <ul style="list-style-type: none"> - Waste Strategy Consultation – Response due 2nd July 2018 – No comments to make. 	
100.18	<p>Fieldpaths</p> <ul style="list-style-type: none"> - To receive an update regarding maintenance of the village fieldpaths – no report received - Clerk to chase up the resurfacing of footpath 149 and 153 by Lincolnshire County Council. 	Clerk
101.18	<p>Reports</p> <p>a) Grange Park – to receive report</p> <ul style="list-style-type: none"> - Volunteers who have adopted a tree to water during the summer have had a meeting and all trees allocated to volunteers. <p>b) Scothern Recreation Centre – receive update report</p> <ul style="list-style-type: none"> - Boiler repairs/replacement being carried out. - Flix in the Sticks is still well attended. <p>c) Spirit of Scothern – village hall revitalisation project – receive update report</p> <ul style="list-style-type: none"> - No update to minute (next meeting 11 June 2018) 	
102.18	Compliance – none	
103.18	Correspondence – for information only	

	<ul style="list-style-type: none"> - LCC – Confirmation re process for bus shelter installation agreement - LCC Defibrillator department – Email re progress on installation of defibrillator machine - BT – Update re progress on removing telephone from telephone box - WLDC – Update re Parish Lighting Policy - LCC – Info re reporting highways faults - CPRE – Best Kept Village poster - LALC – National Rural Crime Survey - LALC – Public Realm Survey 2018 	
104.18	Next meetings – Monthly Meeting 4 th July 2018 at 7:30 pm at the Methodist Church, Main Street, Scothern.	Clerk

Meeting closed: 21:50

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