

## SCOTHERN ANNUAL PARISH COUNCIL MEETING

A meeting of Scothern Parish Council took place on Wednesday 2<sup>nd</sup> May 2018 at the Methodist Church, Main Street, Scothern.

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

In attendance: 3 members of the public

Clerk: Mrs L Richardson

69.18	Housekeeping	
70.18	Election of chairman/Vice chairman a) To elect a chairman and sign the declaration of acceptance of office – Proposed Cllr Mrs Tointon, seconded Cllr Fotheringham and agreed by all that Cllr Mrs Nicoll re-elected as Chairman. Declaration of acceptance signed. b) To elect a vice chairman and sign the declaration of acceptance of office – Proposed Cllr Mrs Nicoll, seconded Cllr Ms Mumford and agreed by all that Cllr Fotheringham re-elected as vice chairman. Declaration of acceptance signed.	
71.18	External Reports a) Police report – No report received b) District Councillor Report – - West Lindsey District Council has revealed ambitious plans to transform and enhance leisure provision across the whole of the district. - Exciting plans include the build of a brand new dry leisure facility in Market Rasen and a large scale re-development of the current West Lindsey Leisure Centre in Gainsborough. - To transform the services £7.8 million of funding will be used to improve leisure facilities and activity across the district. c) County Councillor Report – No report received	
72.18	Public Session - Complaints of parking on road corners and paths.	
73.18	Apologies for Absence: District Cllr Waller (attending WLDC Planning Committee)	
74.18	Declarations of Interest (Pecuniary or Non-Pecuniary): Cllr Fotheringham declared an interest in agenda item 11b as it is an immediate family member providing the quotation	
75.18	Minutes of previous meetings a) Minutes of the Annual Parish Meeting held on 4 <sup>th</sup> April 2018 – to receive, approve and sign as minutes – Proposed Cllr Fotheringham, seconded Cllr Ms Mumford and agreed by all to sign the minutes as an accurate record - signed by the Chair. b) Minutes of the meeting held on 4 <sup>th</sup> April 2018 – to receive, approve and sign as minutes - Proposed Cllr Ms Mumford, seconded Cllr Fotheringham and agreed by all to sign the minutes as an accurate record - signed by the Chair.	
76.18	Update Reports: a) Future use of BT phone box – To receive an update – No further update to minute – for discussion at next meeting. b) To receive an update regarding the 2 <sup>nd</sup> village defibrillator –Parish Council awaiting a response from WLDC regarding installation at the identified location at Ellison Boulters Academy. c) To receive update on Lincolnshire County Council speed watch initiative – Awaiting further information from Road Safety Partnership in relation to the appointment of a co-ordinator for the scheme. To discuss and take any necessary action regarding the New Homes Bonus and Community Infrastructure Levy – Awaiting a response from Sir Edward Leigh MP. Clerk to seek response from Sir Edward. Email received from WLDC advising CIL payments are not applicable to the Dunholme Road development.	

	<p>Cllr Fotheringham requested that a fact-finding meeting be arranged with WLDC planning department to discuss the CIL payments not being received by the Parish Council.</p> <p>d) To receive an update regarding new General Data Protection Regulation legislation</p> <ul style="list-style-type: none"> <li>- Comes in effect on 25<sup>th</sup> May 2018, this is not a deadline.</li> <li>- Parish Councils are now exempt from the need for a Data Protection Officer.</li> <li>- Stressed again that Councillors should use a separate email address for Council business.</li> <li>- Email sent to all Clarion subscribers asking for permission to hold details.</li> <li>- Clerk has undertaken a Data audit for the information held by the Parish Council. No issues have arisen from this.</li> <li>- Further tasks are being undertaken by the Clerk from a task sheet supplied by Lincolnshire Association of Local Councils.</li> <li>- Clerk now has a shredder to dispose of sensitive and personal information.</li> <li>- Clerk has added a security paragraph at the end of emails.</li> <li>- Agenda item to discuss registration with Information Commissioners Office below.</li> </ul>	
77.18	<p>Council Functions:</p> <p>a) Council Vacancies</p> <ul style="list-style-type: none"> <li>- To receive applications for co-option to the Council – None received</li> </ul> <p>b) Playpark – to discuss and take any necessary action regarding the annual playpark inspection, risk assessment and regular safety checks – Risk assessment – This has been circulated to Councillors for review. Annual playpark inspection – Proposed Cllr Ms Mumford, seconded Cllr Mrs Tointon and agreed by all to accept the quotation from Play Maintain for £110 for the annual inspection of the play equipment. Cllr Ms Mumford asked to be advised of the date of the inspection to enable attendance. Regular safety checks – Proposed Cllr Fotheringham, seconded Cllr Ms Mumford and agreed by all that regular safety checks should take place bi-monthly. The Clerk will obtain quotes for a future meeting. Initial inspection carried out by Rob Guest, H&amp;S Specialist that has identified areas for attention.</p> <p>c) To discuss provision of bus shelter on Dunholme Road – The Clerk will contact LCC to ask permission for installing a bus shelter. Cllr Ms Tointon will contact Stagecoach to ask for bus stop on western side of Dunholme Road to be slightly relocated. No further update to give regarding installation.</p> <p>d) To discuss and take any necessary action regarding a meeting with Scothern Recreation Centre – Cllrs Mrs Nicoll, Mrs Tointon and Fotheringham agreed to meet with the Recreation Centre representatives to discuss various issues. Possible dates 24<sup>th</sup> May, 4<sup>th</sup> June 7<sup>th</sup> June. Clerk to confirm date as 24 May 2018 and venue.</p> <p>e) To discuss and take any necessary action regarding the Best Kept Village competition – Proposed Cllr Fotheringham, seconded Cllr Mrs Mumford and agreed by all to enter the Best Kept Village competition and pay the £18 entry fee.</p> <p>f) To discuss and take any necessary action regarding the cost of provision of a green waste bin/s by WLDC – Following discussions no further action will be taken.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>CJN, JLF, MT</p> <p>Clerk</p> <p>Clerk</p>
78.18	<p>Financial matters</p> <p>a) Current financial statement – Proposed Cllr Ms Mumford, seconded Cllr Fotheringham and agreed by all that the current financial statement be accepted.</p> <p>b) To discuss and agree to register with ICO, including an annual registration fee of £35 – Proposed Cllr Mrs Tointon, seconded Cllr Fotheringham and agreed by all to register with ICO and pay the £35 registration fee to comply with GDPR legislation.</p> <p>c) Invoices for payment to be agreed (all excluding VAT where appropriate) – Proposed Cllr Ms Mumford, seconded Cllr Patchett and agreed by all to make the following payments:-</p> <ul style="list-style-type: none"> <li>- Clerks salary and expenses - £408.14 (salary) £7.00 (Telephone and broadband) £25 (office) = £440.14</li> </ul>	<p>Clerk</p> <p>Clerk</p>

	<ul style="list-style-type: none"> <li>- Multidata – Broadband charges - £38.92</li> <li>- Mrs C Myers – Cover for Clerk Annual Leave at APM - £41.19</li> <li>- R. Guest – Play Area Risk Assessment - £150</li> <li>- CPRE – Best Kept Village Competition Fee - £18</li> <li>- Jacob Fotheringham – Bus shelter maintenance - £125</li> <li>- Community Lincs – Annual Insurance – 364.95</li> <li>- Glendale – Grange Park and Orchard Maintenance - £361</li> </ul>	
79.18	<p>Highways and Maintenance</p> <p>a) Update report</p> <ul style="list-style-type: none"> <li>- Proposed Cllr Fotheringham, seconded Cllr Mrs Tointon and agreed by all to accept the following quotes from Glendale due to health and safety reasons – £178 to cut back the footpath hedge from Sudbrooke Road to The Alders and cutting back the hedge from Church Street to Grange Park.</li> </ul> <p>b) To receive and decide upon quotes for the replacement and maintenance of timber posts and railings around the village – This has been deferred to a future meeting to allow two further quotations to be obtained by the Clerk.</p>	<p>Clerk</p> <p>Clerk</p>
80.18	<p>Planning matters –</p> <p>a) 136882 - Dorket House Langworth Road Lincoln LN2 2UP - Planning application to excavate a conservation lake, form banking and tree planting – Granted</p> <p>b) 137555 – Land adj. to Scothern Nurseries - Planning application for the erection of 1no. dwelling with detached garage with office over, in connection with the nurseries business – to discuss and submit any comments to WLDC – Proposed Cllr Mrs Tointon, seconded by Cllr Ms Mumford and agreed by all it was agreed to support this application with the following conditions:-</p> <ul style="list-style-type: none"> <li>- The access road can only be used by occupant cars and no business related or construction vehicles.</li> <li>- The house is only occupied by a family member or a senior employee of Scothern Nurseries and not sold to a third party.</li> <li>- Construction traffic to access from Dunholme Road only.</li> </ul> <p>c) 137626 – North Field Farm, Langworth – Planning application to erect agricultural storage and staff amenity building – to discuss and submit any comments to WLDC – Proposed Cllr Fotheringham, seconded Cllr Mrs Tointon and agreed by all to support this application with the condition that appropriate and adequate screening is used for the building.</p>	
81.18	<p>Consultations</p> <ul style="list-style-type: none"> <li>- Waste Strategy Consultation – Response due 2<sup>nd</sup> July 2018 – Defer to a future meeting.</li> <li>- Notifying Neighbourhood Plan Committees of planning application – Response due 1<sup>st</sup> June 2018 – Proposed Cllr Mrs Tointon, seconded Cllr Fotheringham and agreed by all that the Neighbourhood Plan Group is no longer in statue and therefore is not needed to be contacted.</li> </ul>	<p>All</p> <p>Clerk</p>
82.18	<p>Fieldpaths</p> <ul style="list-style-type: none"> <li>- To receive an update regarding maintenance of the village fieldpaths – Clerk will follow up requests to Lincolnshire County regarding the surface of footpaths 149 and 153 (in part).</li> </ul>	<p>CJN/ Clerk</p>
83.18	<p>Reports</p> <p>a) Grange Park – to receive report</p> <ul style="list-style-type: none"> <li>- Orchard has been planted with 14 trees which appear to be thriving with many of them already in blossom</li> <li>- First grass cut of the season has taken place.</li> <li>- A branch has been broken off a cherry tree.</li> <li>- Daffodil/English Bluebell bulbs have not arrived and so a further supplier is being sought.</li> </ul> <p>b) Scothern Recreation Centre – receive update report</p> <ul style="list-style-type: none"> <li>- A new boiler is being installed.</li> </ul> <p>c) Spirit of Scothern – village hall revitalisation project – receive update report</p> <ul style="list-style-type: none"> <li>- Various fundraising events are still taking place.</li> </ul>	

	- Final draft of the cooking book is being reviewed.	
84.18	Compliance – none	Clerk
85.18	Correspondence – for information only - LCC – Notice of road closures in the village – Main Street, Heath Road, Craypool Lane - JFK Littlejohn – 2017/18 Annual Audit Papers – Submission deadline 11th June 2018. - Scothern Recreation Centre – Request to increase grass cutting during 2019/20 - Scothern PCC – Request to continue graveyard grass cutting during 2019/20 - LALC – Resilient Communities Conference 2018 - WLDC – CIL/Neighbourhood Planning training – JLF to attend - LALC – Notification of PC’s being exempt from the need for a DPO - Stagecoach – No Sunday bus service available.	Clerk
86.18	Next meeting – 6 <sup>TH</sup> June 2018 at 7:30 pm at the Methodist Church, Main Street, Scothern.	

Meeting closed: 21:52

Signed (Chairman) .....6<sup>th</sup> June 2018