

## SCOTHERN PARISH COUNCIL

Minutes of the meeting of Scothern Parish Council which took place on Wednesday 9 November 2022 at 7.30pm in The Methodist Church, Main Street, Scothern.

Present: Cllrs Mrs CJ Nicoll (CJN) (Chair), J Fotheringham (JF), J Johnson (JJ), R Creaser (RC), B Patchett (BP), N Reyner (NR), D Canton (DC), Mrs M Vail (Clerk)

In attendance: Two members of the public.

Meeting started at 7.30pm.

158.22 Housekeeping – given by Chair.

159.22 External Reports

- a) Police Update (DC) – nothing to report.
- b) District Councillor Report (RW) – Apologies had been received from D/Cllr R Waller. No report had been provided.
- c) County Councillor Report (SR) – No report had been provided.

160.22 Public Session – One resident spoke:

- in respect of extending the PC Coaches bus service. He was informed that PC Coaches have recently advised that this service will not be extended; and that the Parish Council continues to pursue matters with all relevant authorities. Item to be discussed later in meeting.
- about issues with a light on the ACIS development, and with fallen leaves. He was advised that the Parish Council cannot act as ACIS land is privately owned; and that JF will contact WLDC regarding fallen leaves once the trees are bare.

The resident then left the meeting at 7.38pm.

The second resident then spoke in respect of planning application 145522 before leaving the meeting at 7.40pm.

161.22 Apologies for Absence – none, all present.

162.22 Declarations of Interest (Pecuniary or Non-Pecuniary) – none.

163.22 Notes of the Council Meeting held on 12 October 2022 – notes of the meeting held on 12 October 2022, having been circulated, were taken as read. **Resolved** to approve the minutes of meeting held on 12 October 2022, and these were signed by the Chair.

164.22 Update Reports:

- a) To receive an update regarding the Community Speed Initiative (DC/RC)
  - Quotes for additional SID – A £200 discount had been applied to the original quote. No additional discount has been forthcoming. Following consideration, **resolved** to purchase one SID as soon as possible at £2009.73 + VAT.  
**Action: Cllr D Canton, Clerk**
  - Noted that an invoice from the supplier for £37.04 had been issued by them in error.
  - IGAS grant scheme/WLDC match funding – Resolved to apply to the IGAS grant scheme for funding towards the SID.  
**Action: Clerk**

RC reported as follows:

### **Period 9 – 12 October – 6 November 2022**

- Sign 1 – Dunholme Road – Incoming vehicles 36267, outgoing 44802. Speeds generally < 40mph. Maximum speeds between 60 and 75mph. Incoming 9, outgoing 78. Maximum speed 82mph.
  - Sign 2 – Sudbrooke Road – Incoming vehicles 28898, outgoing 22638. Speeds generally < 40mph. Maximum speed between 60 and 75mph. Maximum speed 80mph.
- b) To receive an update on the maintenance and possible relocation of the war memorial (CN)
    - Public consultation – Proposed that the public consultation ends 30 November 2022 to allow the PCC to apply for the required Faculty in December 2022. CN is liaising with WLDC regarding a grant application to fund this work.  
**Action: JJ** to advise residents via Facebook.
  - c) To consider quotes for essential remedial work as identified in report from RoSPA play equipment located at Scothern Recreation Centre – the contractor has advised he has a busy workload so cannot attend to the required work quickly. As only very minor repairs are

needed, agreed to wait until the contractor is available. Noted that the bench has been reported to the Village Hall for them to repair. **Action: Clerk**

- d) To explore Clerk/Councillor email addresses to achieve consistency/security (CN/Clerk) – CN is obtaining information from an IT consultant with the aim of introducing new emails from 1st January 2023. He recommends the gov.uk domain name; and can carry out the required administration upon both a councillor resigning, and a new councillor starting. Fees are attached to using both gov.uk and the IT consultant.  
The Clerk explained that under the Freedom of Information Act (S. 1) a public authority must be able to fully access and control data in emails to be legally compliant and secure; hence why LALC recommend having council-specific email addresses.  
CN also reported the imminent need to move to the professional Microsoft 365 package at £14.95 pm inc VAT, and that the IT consultant will arrange this. In principle, all agreed to move across. **Action: Cllr C Nicoll**
- e) Christmas – to receive any update on:
- Christmas Tree event – noted CJN/BP progressing arrangements. Noted that the date for the event has been moved to 2 December 2022, with residents to be advised to arrive at 5.30pm. **Action: BP** to advise tree supplier.  
**Action: JJ, Clerk** to promote.
  - Village Live Advent Calendar – to date, 14 residents have signed up. Participants from 2021 are being approached for interest in this year.  
**Action: JJ** to re-publicise.
- f) To receive an update on Central Lincolnshire Local Plan – Examination Review – CN has been granted a place at the hearing which is scheduled for 2pm on 24 November 2022 at the Hilton Hotel. JJ has a place in the gallery. CN is gathering information in preparation. Noted that only three villages – Scothern, Fiskerton and Welton – have been included for discussion.

#### 165.22 Council Functions:

- a) To discuss and take any necessary action regarding the Neighbourhood Plan review (CN/JLF) Following recent NP consultation events, and a questionnaire to all residents, 111 responses have been received which need to be collated. Residents are largely in support of the vision for Scothern.
- b) Bus matters:
- To review, discuss and take any necessary action in relation to CallConnect bus services through village following letter sent to PC Coaches (All) – PC Coaches have replied that it is not feasible to increase services as requested, and have advised that 'Call Connect' is an on-demand service. Confirmed that a more flexible and reliable service to serve the community, with an elderly population, is desired.  
**Action: CN** to talk with C/Cllr S Rawlins  
**Action: Clerk** to write to Sir Edward Leigh, MP.
  - To review, discuss and take any necessary action following email to LCC concerning:
    - request for timetables – timetables received.
    - request for 9.05 service to be re-timetabled to a later time – LCC confirm that the service is scheduled for 9.05am as the vehicle is already in the village for a service to the primary school.
    - advising no Saturday service – LCC confirm their error in advising a Saturday service is operating, when in fact it is not operating on a Saturday.
    - acceptance of offer for noticeboard for bus shelter Main Street/Church Street – the noticeboard has been delivered and needs erecting.
- c) To receive a proposal to adopt reviewed Risk register (circulated) – the current Risk Register, which is valid for 2022/23, will be reviewed by JJ and the Clerk before the 2023/24 year commences. Moving forward, it will be reviewed more regularly as it forms part of the audit process to show audit compliance.  
**Action: JJ, Clerk**
- d) To receive a proposal to adopt draft Discretions Policy – noted that this relates to pension arrangements. The pension provider is to confirm if a Discretions Policy is required.  
**Action: JJ, Clerk**
- e) To note receipt of LALC Terms of Reference for Internal Audit; and appointed Internal Auditor LALC have now appointed an internal auditor to Scothern Parish Council who will review everything in depth mid-year, followed by a mini-audit before the AGAR is submitted in 2023. She is yet to make contact. Annual costs to the Parish Council are currently £150 for two internal audits, and £240 for an external audit.

**Action: Clerk** to circulate LALC's Terms of Reference.

- f) Agree to update subscription to Microsoft – discussed earlier in the meeting.  
 g) To approve expenditure of £45.00 (estimated) for external hard drive for Clerk – **Resolved** to approve this expenditure, confirmed as £45.00.

#### 166.22 Financial matters

- a) Current financial statement - Noted distributed prior to meeting. Two minor adjustments are required. **Resolved** financial statement be accepted with these adjustments.

**Action: Cllr C Nicoll.**

- b) To discuss and agree draft budget 2023-24 budget (circulated) – after consideration of the draft budget, **resolved** to approve a 3.74% increase to £32,210.00 for 2023/24 year. Noted that quotes had been received for grasscutting (at a 6% uplift) and maintenance of planters to aid setting of the budget; and that these will be formally approved at the December meeting. **Action: Clerk**
- c) To complete and submit the provisional precept demand form for 2022-23 to WLDC - Resolved to complete and submit the provisional precept demand form for 2022-23 to WLDC for £32,210.00. **Action: Clerk**
- d) To consider grant application from Recreation Centre for £375.00 towards purchase and installation of a Christmas tree – After consideration, resolved not to approve this grant application as the Parish Council already supports a Christmas tree in the village whose location has been decided upon many years previously.

**Action: Clerk**

- e) Invoices for payment to be agreed - **Resolved** following invoices be paid:

Payee	Detail	Exc VAT	VAT	Inc Vat
Multidata (Nov)	Wifi Broadband provision at village hall (reimbursed by WLDC)	44.59		44.59
Glendale	Grasscutting/groundworks	644.81	128.96	773.77
Glendale	Grasscutting/groundworks Rec Centre	69.37	13.87	83.24
Cllr Cathie Nicoll	Expenses	36.29	7.26	43.55
Mrs Michelle Vail (Clerk)	Expenses -Aug, Sept, Oct			56.48

#### 167.22 Village maintenance:

To discuss and take any necessary action regarding village maintenance – nothing to report.

- a) To discuss and take any necessary action regarding the purchase of a new notice board for the Dunholme Road bus shelter – Quotes obtained were given consideration before it was **resolved** that it was not necessary to proceed with obtaining a noticeboard.

**Resolved** to suspend Standing Orders at 9.30pm to allow the meeting to continue until 10pm.

- b) To agree to sign the LCC Urban Grass Cutting Agreement for 2023 – LCC have made changes to the Parish Agreement Scheme from April 2023. Following an explanation of these changes; resolved to sign the 2023 agreement.

**Action: Clerk**

- c) To receive any update from LCC regarding when enforcement action will take place in respect of an overgrown hedge on Lime Tree Paddock – LCC have advised that they have been in contact with the homeowner and a second letter for enforcement has been issued.

#### 168.22 Highways:

- a) Update report – noted that a support has been put in where the beck wall is damaged (culvert to side of church by memorial).

**Action: Clerk** to contact LCC to ascertain when the support will come out.

**Action: Clerk** to contact Witham Third Drainage Company to clear beck along its full length, including sections looked after by residents.

**Action: Cllr J Fotheringham** to chase contractor for beck cutting.

Noted more repairs on Main Street footpath (near to building site).

Potholes on Church Street – these are not yet bad enough to report.

- b) To discuss and take any necessary action following any response from LCC to request they check the offlets and gullies; and to jet drains, regarding flooding on Main Street, adjacent to number 23, and resurfacing of Dunholme Road and Main Street – CN to provide Clerk with additional photos for submission to LCC.

**Action: Cllr C Nicoll, Clerk**

- c) To receive update from LCC, and take any necessary action, regarding replacement and repositioning 30mph speed signs on Heath Road – The signs have been replaced. LCC have advised that they will not be repositioned as the criteria for doing so has not been met; as set out in their speed limit policy.  
**Action: Clerk** to forward LCC's response to JJ for resident to be updated.
- d) To receive any update from LCC, and take any necessary action, regarding flooding issues on Craypool Lane – LCC have advised that a works order was raised on 5 September 2022 to its planned programme of jetting, to both jet through and to investigate the system on Craypool Lane. An exact date for these works is not yet available but LCC have asked that it can be looked at as a priority within the works programme.  
 Noted that there is no drainage on Back Lane.

#### 169.22 Planning matters:

- a) 145096 - Hybrid planning application for proposed 57km pipeline scheme between Elsham and Lincoln, a 1.5km spur at Welton and associated above ground infrastructure at Elsham, together with outline planning application for associated ground infrastructure at Welton with access to be considered and not reserved for subsequent application – awaiting determination.
- b) 145704 - Planning application for proposed first floor extension over former double garage and 2no. rear single storey extension - Thistle Grove 40 Sudbrooke Road Scothern Lincoln LN2 2UZ – to discuss and agree any comments for submission to WLDC – resolved to support this application. **Action: Clerk**
- c) 145522 - Farm yard to East of Red Barn Farm Langworth Road Scothern Lincoln LN2 2UP - Planning application for new service road to the barns and farmyard – Amended plans submitted: to discuss and agree any further comments for submission to WLDC. – **resolved** to support the revised application subject to conditions; that the existing access is permanently sealed off past the entrance to Northfield House on completion of the work; and on condition that there is a planting scheme implemented on the East side of the new access road to screen the bungalow. **Action: Clerk**

#### 170.22 Field paths

To discuss any maintenance due to the village fieldpaths – nothing to report. **Action: Cllr B Patchett** to investigate report of broken gate on path running from Orchard Close.

#### 171.22 Reports – to receive update reports:

- a) Grange Park (CN)
- i. To receive an update regarding work to the damaged fence Grange Park - Barbers Farm.
  - ii. To receive an update from the working group
- Nothing to report.

- b) Scothern Recreation Centre and Spirit of Scothern – receive update report as follows:
- £98610.00 in bank
  - Fashion night raised over £500.00
  - Flix in the Stix
  - A Tracy Borman book promotion is planned.
  - Quotes are to be obtained for some maintenance items on the existing village hall.

#### 172.22 Correspondence – for information only – the following were all noted, with councillors to sign the WLDC 'Receipt of Revised Code of Conduct' forms at the end of the meeting.

- a) LALC newsletter – weekly from 18 October 2022
- b) Resident letter of thanks for garden vouchers presented at the Produce Show
- c) West Lindsey and Lincoln Police Safer Together Team Newsletter - Quarter 2
- d) WLDC – advising non-receipt of councillor signed 'Receipt of Revised Code of Conduct' forms

#### 173.22 Next meeting – Wednesday 14 December 2022 at 7.30pm at The Methodist Church, Main Street, Scothern

Meeting closed at 9.55pm

Michelle Vail  
 Parish Clerk/RFO  
 14 November 2022