

Minutes of Scothern Parish Council meeting on Wednesday 14th June 2023 at the Methodist Church, Main Street, Scothern at 7:30pm

Present: Cllrs Mrs C J Nicoll [Chair] (CJN), J Johnson (JJ), D Canton (DC), N Reyner (NR)
J Atkins (JA)

In attendance: County Cllr S Rawlins (SA) and three members of the public

95/23 Housekeeping – given by Chair

96/23 External Reports

- a) District Councillor – not present.
- b) County Councillor Report – Cllr S Rawlins reported briefly in relation to:
 - Bus services in the village
 - Childrens' Services - good report
 - Yearend accounts
 - Value of the roads in the county
 - Dealing with Counter Fraud

97/23 Public Session

Planning application 146509 - members of the public highlighted work undertaken to negate objections previously raised in relation to this planning application.

Order called: 19.55

98/23 To discuss and agree arrangements for Council administrative procedures

Following the resignation of the Clerk, **resolved** CJN to act as unpaid Clerk/RFO and JA to act as Minute Taker until recruitment process completed.

99/23 To receive apologies and consider reasons for absence

Apologies for absence were received from Cllrs Patchett and Creaser, all agreed the reasons for absence accepted as valid.

100/23 To receive any declarations of interest in accordance with the Localism Act 2011 and consider any requests for dispensation - None declared

101/23 Notes of Council Meetings held 10 May 2023 and 24 May 2023 – to receive, approve and sign as minutes.

Resolved notes of the meeting held on 10 May 2023 be signed as minutes.

Agreed notes of the special meeting held on 24 May 2023 be discussed further at the end of this meeting.

102/23 Update Reports

- a) To receive any updates regarding the Community Speed Initiative - SID (DC/RC)
Speed Watch campaign to encourage more volunteers to be implemented via Facebook, Website and Parish Magazine.
Action: JJ
 - i) No report available (*added at meeting 12 July 2023: noted due to technical issues report sent but not received by Clerk*)
 - ii) Data downloading camera on Main Street. **Action:** RC to confirm
 - iii) Invoice to iGas to be paid noted £1000 grant payment received from iGas invoice to be settled when confirmation received from RC that data can be downloaded successfully.
- b) To receive an update on the maintenance and relocation of the war memorial – nothing to report
- c) To hear updates about transfer to 'gov.uk' email addresses – confirmation transfer to '[gov.uk](https://www.gov.uk)' email addresses completed. No further action now necessary.
- d) To receive updates and discuss play equipment repairs/replacements arising from Playdayz report/quotation and discussions with Recreation Centre.
Action: JA to review information in relation to repairs/replacement of equipment and discuss with Recreation Centre to progress.
Action: Clerk to commission annual inspection with ROSPA
- e) To receive report and discuss any Police matters – nothing of importance noted
- f) To hear updates about the draft Neighbourhood Plan review – No further action until information received about Regulation 18 completed.
- g) To review, discuss and take any necessary action in relation to bus services through village. New bus service has started and appears to be well received. University meeting next week to discuss survey.

C/Cllr seeking meeting, also attended by Parish Council with LCC transport for further discussions regarding service provision.

- h) To receive updates about the Best Garden Competition 2023. First round judging now complete. Judging ongoing.

Action: Sponsors to be sourced JJ

103/23 Council Functions

- a) To hear any updates about arranging a CPR Refresher course – nothing to report.
Action: JA to enquire through British Red Cross/St John’s.
- b) To note LALC AGM 29 June 2023 to be held remotely. Further details to be advised.
- c) To discuss and agree nomination to Lincolnshire Association of Local Councils Management Committee. All agreed CJN nomination be supported. JJ signed nomination form to forward to LALC.
- d) To discuss attendance at LALC Summer Conference at Bentley Hotel, South Hykeham on 19 July 2023 at a cost of £25 (exc VAT) per delegate. **Resolved** CJN, NR attendance.

104/23 Financial Matters

- a) To receive, discuss and note Internal Audit Report. Received and approved .
- b) To receive, discuss and adopt Risk Register. Approved with minor typographical and duplicated data amendment required. Register now has RAG rating.
- c) To discuss and consider the Annual Governance and Accountability Return (AGAR) for adoption prior to submission to External Auditor (PKF Littleton).
Bond for Grange Park (£9135.00) to be included on the Asset Register.
Return distributed to councillors prior to meeting, signed and adopted.
- d) To receive, discuss and authorise the CIL report for submission to WLDC. All agreed .
- e) Current financial statement. Adopted and bank statements signed as correct with bank reconciliation.
- f) To discuss payment to Springbok Computers for IT services to be made monthly by Direct Debit - cost of £49.95 (including VAT) (Office 365 Subscription and Exchange Server space for seven Councillors) - All agreed
- g) To agree changes to Bank Mandate and Signatories - **Resolved** John Fotheringham to be removed and RC added. All agreed.

Action: CJN to contact bank

- h) List of payments to be agreed.

| Payee | | Nett | VAT | Gross |
|----------------------------|---|---------|--------|---------|
| Springbok Computers | Ratify payment made 10 November 2022 – external hard drive for historical records | 37.50 | 7.50 | 45.00 |
| Scothern Recreation Centre | Payment of Grant – tables (Community Support Fund) | 1112.72 | | 1112.72 |
| Scothern Recreation Centre | Balance of funds from D/Cllr for Coronation Event | 36.14 | | 36.14 |
| Multidata - broadband | Village Hall – repaid by WLDC | 47.94 | | 47.94 |
| Glendale Countryside | Groundworks | 607.44 | 121.48 | 728.92 |
| Pauline Sargeant | Bus Shelter Cleaning – Quarter 1 | 250.00 | | 250.00 |
| Springbok Computers Ltd | IT services - .gov.uk domain (2 years) | 100.00 | 20.00 | 120.00 |
| Springbok Computers Ltd | IT services – Office 365 and Exchange Server (May) | 41.65 | 8.30 | 49.95 |
| Springbok Computers Ltd | IT services – Office 365 and Exchange Server (June) | 41.65 | 8.30 | 49.95 |
| Springbok Computers Ltd | IT services - Office 365 (March/April) | 24.92 | 4.98 | 29.90 |
| Zurich Insurance | Insurance cover | 405.59 | | 405.59 |
| Bluebell Nurseries | Tree for Charles III Coronation (Grange Park) | 51.62 | 10.33 | 61.95 |
| Cllr C J Nicoll | Expenses (Prize Coronation competition/mobile telephone charger) | 38.00 | | 38.00 |
| Scothern Methodist Church | Meeting Room Hire – Quarter 1 | 100.00 | | 100.00 |
| Groundwork UK | Repayment of underspend of Neighbourhood Plan Grant | 597.04 | | 597.04 |

Resolved all payments be made.

105/23 Village maintenance

- a) To discuss and take any necessary action regarding village maintenance. No report

106/23 Highways

- a) Update report
- b) To hear any updates regarding a request to check offlets and gulleys on Main Street and Dunholme Road, to jet drains adjacent to 23 Main Street following resurfacing works on these streets

Noted gullies still full – LCC Highways to be advised via C/Cllr.

- c) To receive updates from LCC and consider any actions with regard to flooding issues on Craypool Lane – nothing to report.

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- d) To receive any updates about the overgrown hedge on Lime Tree Paddock – work has now been completed to LCC satisfaction, to be monitored annually by LCC.
- e) To receive any updates on the cycle path (eastern side) and the footpath (western side) on Sudbrooke Road – no further update
- f) To receive any updates regarding the extension of the speed limit on Heath Road – Ongoing
- g) To research ownership of grass verge at end of Elmdene adjacent to St. Luke's – Deferred to next meeting.

Action: CJN/SR to check ownership to investigate hard standing provision for vehicle parking.

107/23 Planning matters

- a) 146418 – Orchard Lodge 14 Dunholme Road Scothern LN2 2UD - Application for removal of existing dwelling and erection of 1 no. replacement dwelling - GRANTED
- b) 146509 - Land Adjacent to, Stonefield House, 10 Main Street, Scothern, Lincolnshire, LN2 2UF application for 1no. detached dwelling with new vehicular access. RECONSULTATION
Agreed WLDC be advised that whilst the changes to the access/egress are an improvement there is still doubt that the boundary of the site is shown correctly.
Action: Clerk
- c) 146582 - Land to the rear of, 16 Church Street, Scothern, Lincoln, Lincolnshire, LN2 2UA Planning application for 3no. dwellings with new access driveway and associated parking and garaging, and replacement of existing garage to the rear of 16 Church Street - APPLICATION WITHDRAWN

108/23 Field paths update

To discuss any maintenance due to the village field paths – nothing to report.

109/23 Reports – to receive update reports

- a) Grange Park Working Group
- i) To receive an update regarding work to the damaged fence Grange Park/Barber's Farm
 - ii) To receive an update from the Working Group
- Nothing to report from working group.
- b) To receive any updates from meetings of Scothern Recreation Centre and Spirit of Scothern
- £66,000 SoS refurbishment, £28,000 reserves.
 - Refurbishment - two phases (B1 & B2).
 - Plumbing to be completed end of August. Architect for B2 - new toilets, new building works.
 - Profits from Scothern Fashion Show - £466.00.
 - Thanks received for grant aid for the new tables.

110/23 Correspondence (for information only)

- Letter received from resident circulated to Councillors in relation to planning application of Church Street
- Email received from resident in relation to trees being cut down off Nettleham Road
- LALC News 1, 15, 26 May 2023
- Scothern Recreation Centre regarding frequency of grass cuts
- Note received from resident thanking Council for actions in relation to provision of additional bus service
- WLDC - Parish News
- Lincolnshire CC - CallConnect changes to demand responsive bus services.

Cllr S Rawlins left the meeting due to discussion of confidential Minutes

111/23 Date of next meeting – 12 July 2023

Meeting closed: 21:45

Chair
12 July 2023