

# North Somercotes Parish Council

## NOTICE IS HEREBY GIVEN

that the next Meeting of North Somercotes Parish Council is to be held on  
**Monday 26<sup>th</sup> September 2022 At 7pm** in the Village Hall  
Councillors are hereby summoned to attend.

### **Agenda**

There were no member of the public present. Cllr Paul Rickett was present for part of the meeting. The Chairman thanked everyone for attending and started the public session at 7pm

#### **Public Session**

##### **a. Any updates from County and district Councillors**

**Cllr McNally** – noted the discussions ongoing on various National Infrastructure Projects for the former Theddlethorpe Gas Terminal and the position on the Saltfleet Gas Field which was expected to come back on line.  
**Cllr Rickett** – will pass on various emails to the Clerk for circulation. The problem with phones not being answered at ELDC have been sorted, and there are still a number of purple bins to be delivered. The No.50 bus route cancellation had been overturned following intervention and the service will remain for the foreseeable future. Further information will be sought by both Cllr Rickett and Cllr McNally regarding the trees/hedging. Further details from the Government on the £100 grant for householders using heating oil were awaited.

##### **b. Comments from members of the Public on agenda items or issues for consideration for future agenda**

- **Better Safety Barriers required in the car park at the Co-op Store on Conisholme Rd** – the Clerk has circulated the email from the concerned householder following a recent incident and it was agreed that the clerk should express the concerns of the parish council as to the inadequacy of current barrier measures to prevent vehicles intruding in to the property next door.
- **Condition of bench at Axe and Cleaver Crossroads** – the Clerk noted that this bench is in need of refurbishment and this has been tabled in the finance section of the agenda below.
- **Access to the Warren over current permissive path at Warren Studio** – the Clerk noted the comments that had been made regarding the continued closure of the current permissive path into the Warren, and the discussion that had taken place with Lincs County Council Footpaths team regarding the Definitive Map Claim for a public right of way. The claim is number 122 out of 257, but only the first 12 are able to be actively progressed owing to lack of resources.
- **Access to the beach from Warren Road through the Warren** – further details of the issue are awaited, but there is no public right of way marked on the Definitive Map.
- **Avian Flu outbreaks** – following a query the Clerk was asked to ascertain the current Environment Agency contact for Donna Nook to make sure that a check was being kept on the number of dead birds on the site, given the prevalence of bird flu again arising in other areas, and to contact DEFRA if required.
- **Trees covering the light post (53) and overgrown hedge on Jubilee Rd** – the Clerk was asked to report this.

*The Chairman closed the public session and opened the meeting at 7.20pm*

**26/9/22-1 a. Present:** Cllr Stephen Brooks (Chairman), Cllr Neil Drewery (Vice Chairman), Cllr Stuart Arundel, Cllr John Kennedy, Cllr Trisha Newman, Cllr Danny McNally, Cllr Wallis, Cllr Walmsley, Sheila Pearce – Clerk and RFO.

**Absent:** Cllr Shaun Smalley.

**b. Apologies for Absence** – it was RESOLVED to accept councillor absence/reasons for Cllrs Maidens and Plater.

#### **26/9/22-2 To receive any declarations of pecuniary or non-pecuniary interest on any item on the agenda in accordance with the Localism Act and the Council's Code of Conduct and Standing Orders**

Cllr Drewery declared an interest in the Planning Application at 6aiii, and Cllr McNally declared an interest in all planning applications at 6a as a member of the District Council Planning Committee.

**26/9/22-3 Minutes of 25<sup>th</sup> July 2022 Meeting** – It was RESOLVED to adopt and sign the notes as accurate minutes.

#### **26/9/22-4 Clerk's Report on matters outstanding – for information only**

**a. Cemetery** – benches in front of chapels have been repaired with the recycled plastic lumber, with thanks to Cllr Newman. Decision that GOR works to take priority over additional land purchase conveyed to landowner and put in Communication. Shoring Equipment to be photographed/offered for sale to other councils/interested parties. Pews now being revarnished and then floor will be cleaned. Circular bench has arrived and needs to be installed **b. Community Orchard** – check to be made on any failed trees and organise replacement and finish pruning **c. Audit** – confirmation of satisfactory audit received and notice put on website and noticeboard **d. Communication** – entry for October completed **e. Donations and Grants** – Youth Club requested items purchased and donated, except Zorb balls, and new requests for donations sought via Communication Magazine **f. Parking on Verges/pavements** – notice

## North Somercotes Parish Council

put in Communication as requested **g. Policies and Procedures order of review** - to be discussed with the Chairman during appraisal as part of agreeing priority of outstanding work – eg Cemetery items, inc Chapel Doors, toilets refurbishment, Emergency/Flood Event planning, Neighbourhood Planning, etc **h. Woolpack Meadows** – to note change of managing agents **i. Amenity Area** – quotes requested **J. Meeting dates for 2023** - suggested dates circulated, pending confirmation of venue organisers. **k. Youth Club** – have been asked again to remove the remaining pool table as soon as possible **l. Zero Carbon Parishes project** – email circulated to councillors for comments/ideas – LED lighting for Pavilion and Village Hall agreed as priority for available funding. **m. Queen Elizabeth II and King Charles III** – the Clerk had placed a note in the Communication magazine regarding the sad passing of Her Majesty and wishing the King a long and happy reign. It was noted that some 45 people had attended the Moment of Reflection at the Pavilion, which had been led by Cllr Roger Maidens. **n. Cemetery Hedging** – the Clerk noted that this would now be cut as the bird nesting season is finished and confirmed that in response to a query from Cllr Drewery, this would be lowered for security purposes, providing the fencing inside the hedge allowed this to be done.

### **26/9/22-5 Cemetery – to update on Cemetery matters and discuss and RESOLVE the way forward as required**

**a. Changes to Cemetery Fees** – the Clerk noted that the inflationary increase had been added to the previous year's fees and the cost to non-parishioners increased as agreed. It was RESOLVED to agree these, pending a more detailed review of the pricing structure and fees which would be undertaken as part of the wider Cemetery updating work.

**b. Changes to Cemetery Rules** – to be considered, as part of the wider review

**c. Change to Memorial Rules** – to be considered, as part of the wider review, especially for the Garden of Remembrance plaques type and duration of display.

**d. Progress with procurement of Cemetery database** – a full demonstration of the software is being viewed on 6<sup>th</sup> October, and in the meantime the price has been reduced by excluding the invoicing element which is not required for the small number of invoices raised each year.

**e. Digitising of mapping cemetery grave spaces and linking to Cemetery database** – Discussion took place on the statutory requirement to have accurate cemetery records, including an accurate and preferably digitised map of the Cemetery plots, given the delicate state of the paper records. Undertaking a mapping exercise should also enable a more accurate count of potential available spaces currently marked as 'lost' on the paper maps. The digitisation process would also include entering all burial and interment details into the database (previously agreed) and grave spaces. The cost of the project, c£5k, would be met partly from reserves set aside for the Cemetery, and using the rental property income. It was therefore RESOLVED to proceed with this.

**f. progress with proposed improvements/changes to the Garden of Remembrance** – the Clerk has booked a training course on GOR issues, including plaque duration and other pertinent matters for 6/10. Following this further discussion would take place on the options for improvements, including the idea of flexible render/cement to the walls, removal of sloping slabs replacing with gravel, and options for dealing with plaques going forward, including the installation of Kerbs for Plaques display and how to deal with/display the existing ones which would need to be photographed and removed/stored. The Clerk provided a copy of the Notional Reserves position, which indicates the reserves currently set aside for these various works.

### **26/9/22-6 To consider any Planning applications received and resolve the way forward on these and other Planning matters**

**a. Any Planning applications for approval** – *Cllr McNally did not participate in discussion/decisions on the following applications owing to his declared interest.*

**i. N/132/01100/22** - Change of use of land to provide a caravan park - STABLES OPPOSITE SOUTH ROAD INDUSTRIAL ESTATE. It was RESOLVED to ratify the decision to object to this application in accordance with the Standing Orders procedure.

**ii. N/132/01622/22** - Change of use and alterations to existing holiday accommodation to form 2no. self-contained holiday lets. PIGEON COTTAGE, CONISHOLME ROAD. It was RESOLVED to support this application.

*Cllr Drewery did not participate in the discussion/decision on the following application owing to his declared interest.*

**iii. N/132/01655/22** - Erection of a portal frame agricultural building. HOLMES FARM, HOLMES LANE. Discussion took place regarding the surprising and missed opportunity of such a building having the rainwater go into soakaways instead of into a water storage system. It was noted that it was also unfortunate that the previously discussed possibility of requiring such large buildings to have solar panels did not feature in the final ELDC Local Plan,

## North Somercotes Parish Council

and lack of details regarding the potential impact on biodiversity was also queried given the loss of such a large area of land. It was RESOLVED to support the application and the Clerk was also asked to note the comments made on the application during discussion.

### **b. To note planning applications approved/refused/appealed:**

- i. **N/132/00493/22** Erection of 1no. house with attached garage. PLOT 6, TULIP WAY, CONISHOLME ROAD – *Refused*
- iii. **N/132/02644/21** Outline erection of 3no. dwellings with access to be included. TREE TOPS, MARSH LANE – *Appeal lodged*

**c. Enforcement Issues/Actions** – complaint re Co-operative Store car parking safety issue as raised in the public session. It was RESOLVED that the Clerk should write to ELDC Planning/Enforcement regarding the apparent lack of a suitable safety barrier at the Cooperative store, given the risk of a serious incident with the residential oil tank being the other side of the fence, and the lack of any substantial barrier along the length of most of the boundary fence to prevent vehicular incursion. It was noted that a suitable barrier exists at the other end of the car park, and it was thought that this type of barrier should have been in evidence all along the boundary fencing, which it was not.

### **d. Any other urgent planning matters/applications - none**

## **26/9/22-7 Highways, Paths and Lighting – to discuss/resolve the way forward on relevant Highways issues**

### **a. verbal update on problem log**

- i. **Lamp 26 Warren Rd** – this should now be fixed following intervention by Cllr McNally
- b. **Stagecoach 50** – the cancellation of this service and its reinstatement following intervention was noted, and also that the service needed to be better used to avoid future cancellation.
- c. **Access to the beach from Warren Rd** – further information awaited as noted in the public session
- d. **Any other/urgent highways issues**
  - i. **Water Leak on Conisholme Rd/Traffic control** – this is still awaiting repair but should be completed shortly according to Anglian Water.

## **26/9/22-8 To receive reports from councillors who are representatives on Village Organisations/Committees**

- a. **Playing Fields Association** - Cllr Walmsley – there will be no Bonfire Night this year.
- b. **Police Advisory Group** – Cllr Newman – no report at present (see previous email)
- c. **Emergency/Flood Planning** – Cllr Newman/Clerk – no report
- d. **Village Hall Committee** – no report
- e. **DTE Wildlife Group** – Cllr Newman – Meeting recently attended - the decision on the English Coastal Path for this stretch is expected to be finalised next year. There will be a hotline established for reporting wildlife incidents, and an initiative to establish beehives is being looked at. The recent lack of rain caused considerable concern of fire risk given the very dry state of the vegetation at the site and in the Nature Reserve. Traffic Management will be in place for the 6 key weekends in November and December of seal season as before.

## **26/9/22-9 Finance**

- a) the bank reconciliations for Aug/September 2022 were received and noted.
- b) It was RESOLVED to approve the schedule of income of £20,848.50 and expenditure of £8,062.80 for August/September 2022
- c) It was RESOLVED to approve the expenditure to replace the wood planks on the bench at the corner of the Axe and Cleaver of c£180 inc delivery plus labour/fitting
- d) It was noted that the Pensions Redecoration of joiners/leavers has been completed
- e) to deal with any urgent financial matters - none

**26/9/22-10 Setting up Work Email Addresses** – following discussion the Clerk will further investigate the setting up of .gov email addresses for the Clerk and Councillors for council business, at a cost of £100 for first 2 years then £50 every two years.

## **26/9/22-11 Civility and Respect Pledge**

Following discussion, it was RESOLVED to sign up to the pledge that the council will:

- Treat other councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles
- Commit to training councillors and staff

## North Somercotes Parish Council

---

- Sign up to the code of conduct for councillors
- Have good governance arrangements in place
- Commit to seeking professional help at early stages should civility and respect issues arise
- Call out bullying and harassment if and when it happens
- Continue to learn from best practice in the sector and aspire to being a role model/champion council
- Support the continued lobbying for the change in legislation to support the civility and respect pledge, including sanctions for elected members where appropriate.

The Clerk will now draft an updated version of the Dignity at Work policy that encompasses a number of these issues.

**26/9/22-12 To receive/note general Correspondence for September, Website Updates and Communication – including Anglia Water Reservoir location, MP Victoria Atkins - invitation to Winter Support Summit 14/10/22.**

**26/9/22-13 Agenda items for the meeting to be held on 24<sup>th</sup> October 2022 in St Mary's Church Hall**

Cemetery priorities/actions, other council priorities, Remembrance Observance/Traffic arrangements, Christmas Tree

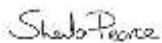
**26/9/22-14 Confidential Matters** – it was RESOLVED that the Council would move into closed session by reason of the confidential Personnel matters to be transacted – there were no members of the public/press remaining required to leave the meeting at this point.

**a. Clerks Appraisal and Objectives** – the Chairman reported on the Clerk's recent satisfactory appraisal and consideration of prioritising objectives for the coming year. As well as the annual budget setting, the main area of work was agreed to be:

- the various items at the Cemetery, particularly the Garden of Remembrance improvements,
- moving forward on which trees should be removed on the cemetery boundary, including any replanting elsewhere in the cemetery and planting of hedging along the other boundaries,
- the digitisation of the statutory cemetery records and mapping of the cemetery plots,
- replacement of the Chapel doors (requires listing building application to be completed).

Other items include:

- the toilets refurbishment and
- reviewing the council's existing policies and procedures including Dignity at Work, Donations and Grants Policy, and
- a solution to the constant weeding required of the amenity area on the corner of School Lane/Warren Rd.



**Parish Clerk and Responsible Financial Officer**