

North Somercotes Parish Council
Minutes of the Annual Meeting and the monthly meeting of
North Somercotes Parish Council held on Monday 23rd May 2022

There were no members of the public present. District Cllr Paul Rickett was in attendance for part of the meeting. The Chairman thanked everyone for attending and opened the Annual Meeting of the Council at 6.30pm

Annual Meeting of the Parish Council

23/5/22-1 Appointment of Chair and Vice Chair, signing Declaration of Office and Declaration of Interests forms
The Vice Chair took the Chair and the meeting proceeded to elect a Chairman for the forthcoming year.

a. Appointment of Chairman – there being no other nominations and Cllr Brooks confirming his willingness to stand again for the position of Chair, it was unanimously RESOLVED to appoint Cllr Brooks as Chairman and he signed the Declaration of Acceptance of Office as Chair and took the Chair.

b. Appointment of Vice Chairman - there being no other nominations and Cllr Drewery confirming his willingness to stand again for the position, it was RESOLVED to appoint Cllr Drewery as Vice Chair, and he signed the Declaration of Acceptance of Office as Vice Chair.

23/5/22-2 a. Present: Cllr Stephen Brooks (Chairman), Cllr Neil Drewery (Vice Chairman), Cllr Stuart Arundel, Cllr John Kennedy, Cllr Roger Maidens, Cllr Danny McNally, Cllr Trisha Newman, Cllr Lynda Plater, Cllr David Wallis, Cllr Shaun Smalley, Cllr Paul Walmsley, Sheila Pearce – Parish Clerk & Responsible Financial Officer.

b. Apologies for Absence – none.

23/5/22-3 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 – Cllrs Arundel and McNally declared interests at 6.36pm and these were entered into the Declaration of Interests book.

23/5/22-4 GENERAL POWER OF COMPETENCE – having confirmed that the Council is satisfied that it meets the criteria for eligibility, this being that at the time the council RESOLVED to adopt the GPC:

The number of Councillors elected at the election on 2nd May 2019 (excluding co-opted/appointed Councillors) equalled/exceeded two-thirds (8 out of 11) of the total number of seats on the Council

- The Clerk had completed relevant GPC training and holds one of the two sector-specific qualifications, in this case the Certificate in Local Council Administration (achieved 24 September 2015) –
- The North Somercotes Parish Council RESOLVED from 23rd May 2022, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI.965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence.

23/5/22-5 Appointment of Councillors as representatives on Village Organisations/Committees/Working Groups. The following were appointed:

- a. Playing Fields Association – Cllr Paul Walmsley
- b. Police Panel – Cllr Trisha Newman
- c. Emergency/Flood Planning – Cllr Trisha Newman/Parish Clerk
- d. Village Hall Committee – no appointment made
- e. DTE Wildlife Group/Seal Season – Cllr Trisha Newman/Parish Clerk
- f. Footpaths/Bridleways – 2022 condition reviews – Cllr Lynda Plater – to be confirmed
- g. Cemetery Committee - all Councillors

23/5/22-6 Current Status of Parish Council Policies, Procedures, Rules and Regulations

- a. Code of Conduct /Standing Orders – pending national updates, Financial Regulations – to be reviewed by 3/23
- b. Investment Policy - Updated
- c. Freedom of Information and General Data Protection Regulations – to be reviewed by 3/23
- d. Emergency/Flood Planning – working group to be set up and then pick up again at a time to be agreed
- e. Other Policies and Procedures, eg Grants and Donations, Equal Opportunities, Complaints, etc – Clerk to discuss with Chairman and suggest possible order of review for discussion with councillors

23/5/22-7 Cemetery

- a. **Date for the Annual Cemetery Meeting** – discussed and agreed as 7pm on Monday 11th July 2022 – all councillors.
- b. **proposed changes to Cemetery Fees & Cemetery Rules & Regulations** - to be reviewed in June for 1 July 2022 implementation.

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23/5/22-8 Review of Pay for Parish Council Employees additional tasks

It was RESOLVED to adopt the Clerk's proposals for an increase to £46 for Stand-by duties, £32 for interment of caskets and £9.50 for installation of plaques with effect from 1 July 2022.

23/5/22-9 Parish Council Donations 2022/23 – available Budget £450 for S137, £1,900 for other (inc £1k Youth Club and £700 ANPR)

The Clerk had circulated a note of the previous donations, and Councillors considered these and the requests received. Following discussion, it was then RESOLVED to donate as follows: CAB £50, LIVES £50, Lincoln & Lindsey Blind Society - £100 for befriending service (6 candidates in NS), Primary School - Jubilee fridge magnets £222, plus the items agreed in the 22-23 FY budget: Communication magazine £200, North Somercotes Youth Club £1k, and ANPR Maintenance £700.

The Chairman closed the Annual Meeting of the Council at 6.47 pm and opened the public session of the monthly meeting.

Public Session

a. Any updates from County and district Councillors:

i. County Councillor McNally – updated on the LCC stand at the forthcoming Lincolnshire Show, the Louth active travel scheme/pedestrianisation, planned road closure at Sculpholme, Inna on the Edge exhibition at the North Sea Observatory, and the presentation on the Carbon Capture scheme at Theddlethorpe.

ii. District Councillor Rickett – provided an update on the status of the £150 rebate contribution towards increased heating costs, for those householders in properties at bands A, B, C and D which is being done on a trial basis initially via the council rates accounts for those paying rates via direct debit, and those not on direct debit will be done separately.

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

i. The Clerk had received a Query regarding purchase of land at the rear of Methodist Chapel (not rear of Chapel Field) and had clarified that the parish council did not own the land enquired about.

ii. Queries regarding the regular trading activity taking place in front of the Methodist Chapel on Keeling St – these had been raised with Cllr McNally to clarify the District Council position on such matters initially.

iii. Rapeseed in dikes and verges – following queries on the large amount of Rapeseed smothering native plants in the area, the matter had been referred to Highways, and the Clerk was recommended to also raise it with the Lindsey Marsh Drainage Board.

iv. Lack of water in the creeks at North Somercotes Haven/Grainthorpe Fitties following the Donna Nook Realignment Scheme – discussion took place on the concerns which had been raised and the Clerk was asked to raise this with the EX/Natural England as appropriate, and include it on the next agenda.

The Chairman closed the Public Session and Started the Monthly meeting at 7.06pm.

Monthly Meeting

23/5/22-10 Minutes of 25th April 2022 Meeting – it was RESOLVED to adopt and sign the notes as accurate minutes.

23/5/22-11 Clerk's Report on matters outstanding – for information only

a. S106 Conisholme Rd – a revised offer from the Registered Provider of Affordable housing has been accepted and the properties have now been advertised with a view to occupation in July 2022 for those who are eligible, on the housing register and with a local connection **b. Cemetery** – Woodworm treatment booked for 4th July 2022, Listed Building permission to be completed for work to the doors **c. Out of Control Dogs** – discussion with PCSO Jo Drake and further comment placed in Communication, **d. Community Orchard** – pruning workshop attended and trees to be pruned shortly **d. Presentation to NS WI** – Clerk provided an update on the work of the parish council and dealt with some queries regarding TPOs and the Oil Scheme following the meeting **e. Cemetery Proposed extension** – see 19 below **f. South Road** – further reports on the poor state of this road to follow up the one made in Feb 2021 have been placed on Fix My Street as works to remedy those issues have not been carried out **g. Zero carbon parishes project** – no further info **h. Jubilee Bench** – funding applied for of £1k **i. Destination East Lindsey Coast** – applying for monies to purchase new litter bins to replace the broken and worn out ones around the village

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23/5/22-12 Annual Audit 21/22

External Audit 2021/22 – for submission before the deadline of 1 July 2022:

- a) the final bank reconciliations for March 2022 – current account/investment accounts were received and noted
- b) the final 2021-22 outturn against budget as at 31 March 2022 was received and noted
- c) the Internal Audit Report had already been received/approved – minute 21/2/22-9d refers
- d) the Risk Management review and actions had already been received/approved – minute 21/2/21-8b refers
- e) the updated Council & Cemetery Asset Lists had already been received/approved – minute 21/2/22-9b refers
- f) it was RESOLVED to agree general/earmarked reserves position previously circulated by the Clerk
- g) taking into account the internal audit review completed in February 2022, councillors considered and RESOLVED to approve the Annual Governance Statement Section 1 of the 2021/22 Annual Governance and Accountability Return (AGAR) and it was signed/dated as so approved
- h) the Annual Accounting Statements Section 2 for 2021/22 were to received and considered and it was RESOLVED to approve them, following which they were signed/dated as so approved, by the Chairman of the Meeting
- i) the Annual Audit explanations of any variances for submission were received and noted
- j) the dates for the Notice and period of time for the exercise of public rights to inspect the accounts were noted as being for 30 working days beginning on Monday 13th June to Friday 22 July 2022 inclusive.

The Clerk will now make arrangements for the submission of the Annual Audit before the deadline of 1 July 2022.

23/5/22-13 To consider any Planning applications received and resolve the way forward on these and other Planning matters

a. Enforcement Issues/Actions – S106 Conisholme Rd – the Registered Provider and Developer have agreed a way forward for the Affordable Housing element of the development, and the two x 3 bedded properties are now being advertised for occupation in July 2022, for those eligible persons on the housing register and with a local connection.

b. Planning applications for approval

Cllr McNally did not take part in discussion or voting on applications in accordance with his declared interests as a member of the District Council Planning Committee at the start of the meeting.

i. N/132/00929/22 - To site an air source heat pump unit and erection of acoustic fencing 3.5 metres high, required for the new environmentally friendly heating and lighting system North Somercotes Academy. Following discussion, it was RESOLVED to support the application in principle, noting the concerns for potential noise disturbance with 24-hour operation of the pump unit.

ii. N/132/00921/22 - Erection of an additional Electricity Sub Station required for the new environmentally friendly heating and lighting system, North Somercotes Academy. Following discussion it was RESOLVED to support this application in conjunction with the one above.

c. Planning Applications Refused/Approved: none

d. Any other urgent planning matters/applications

i. N/132/02644/21 - Outline erection of 3no. dwellings with access to be included. APP/D2510/W/22/3298783 | TREE TOPS, MARSH LANE - noted that an appeal has been lodged against the refused application but as yet there are no appeal documents on the planning site.

23/5/22-14 Highways, Paths and Lighting – to discuss/resolve the way forward on relevant Highways issues

a. verbal update on problem log

- i. lights on Warren Rd – one of the Number 26 still has an intermittent fault
- ii. Axe and Cleaver Junction – photographs required of when the junction is congested
- iii. Churchill rd/Keeling St junction – response from LCC as to possible options for signage etc awaited

b. Any other/urgent highways issues:

i. South Rd – the Clerk has put in a further report on the worsening state of South Rd and included the report submitted in February 2021 which has never been adequately addressed. Cllr McNally noted that work is scheduled to be done by LCC and it was noted that the overgrown hedges along parts of the road also create difficulties.

ii. Cemetery Road – near to Green Shutters – crumbling edge around the drain cover in the roadside 2edge to be reported

iii. Woolpack Meadows junction – difficulty emerging safely from the junction owing to cars parked near the junction preventing good visibility of oncoming traffic, and problems caused by people doing U-turns in the junction – suggestions from LCC re possible options awaited

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23/5/22-15 To receive reports from councillors who are representatives on Village Organisations/Committees

- a. Playing Fields Association** - Cllr Walmsley – the Youth Club are now back in full swing on Thursday evenings. Chemical treatment of the dandelions on the Playing Field will be taking place shortly so notices have been put up to this effect.
- b. Police Panel – Cllr Newman** – PC Precious has now moved to traffic and there are new beat managers for the combined Louth & Rural Neighbourhood policing team.
- c. Emergency/Flood Planning** – Cllr Newman/Clerk – nothing to report
- d. Village Hall Committee** – no representative/report
- e. DTE Wildlife Group** – Cllr Newman/Clerk – next meeting beginning of August - Cllr Newman will be attending and was asked to raise the issue of the Fitties drying out if no response is forthcoming from EA/NE before then.

23/5/22-16 Finance

- a) the updated bank reconciliation for April 2022 and the May 2022 bank reconciliation were checked and signed by the Chairman
- b) it was RESOLVED to approve the schedule of income of £22,258.83 and expenditure of £11,128.40 for April and May 2022

23/5/22-17 General Correspondence for May, Website Updates and Communication – these have been circulated.

23/5/22-18 Agenda items for the next meeting to be held on 27th June in the Village Hall

21/22 Annual Audit confirmation of submission, Neighbourhood Planning, Cemetery Issues,

23/5/22-19 Confidential Matters – it was RESOLVED to move into closed session by reason of the confidential property matters to be transacted – there were no members of the public/press in the meeting at this point. In accordance with his declared interest, Cllr Arundel left the meeting at this point

Cemetery – the Clerk outlined some of the main points contained in the Cemetery Report that she had recently circulated, particularly the Environment Agency Ground Water Protection requirements and the associated risk assessment, and the various factors to be taken into account when deciding how much land may be required for a future extension. These were briefly discussed, and the matter will be put on the next agenda for detailed discussion and resolution on the way forward.

Sheila Pearce

Parish Clerk and Responsible Financial Officer