

North Somercotes Parish Council

Minutes of the Annual Council and monthly meeting of North Somercotes Parish Council held on Monday 20th May 2019

There was 1 member of the public present and the meeting was opened at 6.37 pm

20/5/19-1 Election Results – Confirmation of councillors and appointment of Chairman and Vice Chairman, signing Declaration of Office and Declaration of Interests forms

a. Councillors had signed the declaration of Acceptance of Office prior to commencing the meeting, and also completed the Declaration of Interests Forms.

b. Appointment of Chairman – Cllr Stephen Brooks was nominated to the office of Chairman and it was RESOLVED to appoint him to the position, following which he signed the Declaration of Acceptance of Office as Chairman.

c. Appointment of Vice Chairman – Cllr Neil Drewery was nominated to the position of Vice Chairman and it was RESOLVED to appoint him to the post, which he accepted.

The Chairman suspended Standing Orders and opened the public session at 6.47pm

Public Session

a. Any Policing Update – no police presence – see item 14b.

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

- **Dog fouling** – the problems with people not picking up after their dogs or picking up and leaving bags hanging in bushes or thrown into the grass/dyke were discussed. A note has been put in the Communication magazine and the Clerk will investigate the costs of a sign to go on the Playing Field Gate reminding people to pick up or stay away, or face the possibility of a £2,000 fine.
- **Groups of youths on Keeling Street and in the Warren on Keeling St** – following discussion regarding antisocial behaviour by the brick bench and damage to property in the Warren, as well as potential for apparent fire risk, the Clerk was asked to liaise with the Youth Club leader and police and also put a note in the Communication magazine.
- **Horses on Jubilee Rd** – a complaint has been made about the amount of horse dung left on the road.
- **Marsh Lane Road improvements, car park works and breach works** – the Clerk confirmed that she was still waiting for the timetable from Ms Morris at the Environment Agency, but that survey work had been undertaken.

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

Annual Meeting and Monthly Meeting

20/5/19-2 a. Present: Cllr Stephen Brooks (Chairman), Cllr Neil Drewery (Vice Chairman), Cllr Stuart Arundel, Cllr John Kennedy, Cllr Danny McNally, Cllr Roger Maidens, Cllr Trisha Newman, Cllr David Wallis, Cllr Paul Walmsley. The Chairman welcomed all the Councillors to the first meeting of the new term, especially Cllr Wallis attending his first meeting as a Parish Councillor. **b. Apologies for Absence** – none.

20/5/19-3 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. Cllr McNally declared an interest in all planning applications at Agenda Item 12 and Cllr Brooks declared an interest in planning Agenda item 12a at 6.48pm and 6.49pm respectively.

20/5/19-4 General Power of Competence (GPC) – the Council confirmed that it was satisfied that it met the eligibility criteria to adopt the GPC, this being:

- The number of Councillors elected at the election on 2nd May 2019 (excluding co-opted/or appointed Councillors) equals/exceeds two-thirds of the total number of seats on the Council - 9 out of 11 have been elected without contest.
- The Clerk has 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).

It was therefore RESOLVED to Adopt the General Power of Competence, as follows:

“The North Somercotes Parish Council Resolves from 20th May 2019, until the next relevant Annual

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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."

20/5/19-5 Appointment of Councillors as representatives on Village Organisations/Committees/Working Groups:

- a. **Playing Fields Association** – Cllr Paul Walmsley
- b. **Police Panel** – Cllr Trisha Newman
- c. **Emergency/Flood Planning** – Cllr Trisha Newman/Clerk
- d. **Village Hall Committee** – no nomination
- e. **DTE Wildlife Group** – Cllr Trisha Newman/Clerk
- f. **Cemetery Committee** - all Councillors
- g. **Footpaths/Bridleways** – 2019 reviews – Mr Philip Ward plus councillors if they wish
- h. **Poor Lands Charity** – Mr Rowell and Mrs Libell if willing to continue
- i. **Chapel Fields/CLT Steering Group** – Cllr Paul Walmsley, Cllr Neil Drewery, Cllr Stephen Brooks, Cllr Stuart Arundel, Sheila Pearce, Peter Pulford, Geoff Pearce

20/5/19-6 Current Status of Parish Council Policies, Procedures, Rules and Regulations

- a. **Code of Conduct** – awaiting national update
- b. **Standing Orders** – under review
- c. **Financial Regulations** – under review
- d. **Freedom of Information** – no change required, next review January 2020 or as experience/legislation dictates
- e. **General Data Protection Regulations** – no change required, next review January 2020 or as experience/legislation dictates
- f. **Emergency /Flood Planning** – to be discussed and working group to be set up – Cllr Newman, Cllr Wallis, Cllr Kennedy and the Clerk – a Working Group will be organised by the Clerk to re-establish an action plan and timetable.

20/5/19-7 Cemetery – a. it was RESOLVED to approve the proposed changes to Cemetery Fees.

b. the Clerk noted that proposed changes to Cemetery Rules & Regulations are pending further inquiry regarding the Exclusive Rights of Burial regulations. C. the date for the Annual Cemetery Inspection Meeting was agreed as 6 July at 10.30 am at the Cemetery; clerk to include additional Hedging and Centrepiece for Garden of Remembrance on the agenda, as well as the Report from the recent Inspection.

20/5/19-8 Review of Pay for Parish Council Employees additional tasks and Resolve the way forward

Following discussion it was RESOLVED to adopt the Clerk's proposals for an increase to the rate of pay for standby duties, interment of caskets and installation of plaques.

20/5/19-9 Parish Council Donations 2019/20 – Budget of £500 (section 137 monies) and £1,200* other monies

a. The donations for 2018/19 were noted, and in the absence of any additional requests for 2019/20, it was RESOLVED to donate £200 to Communication Magazine in line with the Power contained in Section 137 - LGA 1972 S137(3). It was confirmed that the sum of £1k has been set aside for the Youth Club to call upon, but no requests for expenditure have been received to date.

Monthly Meeting

20/5/19-10 Minutes of 29th April 2019 Meeting – it was RESOLVED to adopt and sign the notes as accurate minutes, and they were signed and dated by the Chairman.

20/5/19-11 Clerk's Report on matters outstanding – for information only

a. **Coastal Path** – the outcome from the meeting on 14th May 2019 is detailed at Agenda item 13 b. **Chapel Fields** – a joint meeting with ELDC/Lincs Rural Housing and East Midlands Community Housing Land Trust, who are advising the parish council, is now set for 3 June at Manby c. **Cemetery Actions** – Quinquennial inspection has been carried out and the report/invoice awaited, Exclusive Rights of Burial query is ongoing d. **Crime Prevention** – letter from Chair to confirm Resolution regarding funding has been provided as agreed and North Thoresby have requested details. e. **Councillor Training** – there is an evening session at Mablethorpe on 9 July for new or existing councillors, or full day on 2 October at LALC's offices at Dunholme. f. **proposed meeting dates for 2019/20** – these have been previously handed out/circulated g. **Best Kept Village** – judging starts on 28 May 2019.

Cllr McNally and the Chairman left the meeting at 7.21pm owing to an interest in the next item as per their declarations at 20/5/19-3 above.

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20/5/19-12 To consider any Planning applications received and resolve the way forward on these and other Planning matters

a. N/132/00767/19 - Extension and alterations to existing dwelling - **WHITE GABLES, WILLERTON ROAD**

Following discussion it was RESOLVED to support this application.

The Chairman rejoined the meeting at 7.25pm

b. N/132/00786/19 - Creation of a ménage for domestic use with fencing to a maximum height of 1.35 metres - **SCRIVELSBY, SCHOOL LANE**. Following discussion it was RESOLVED to support this application.

c. Any other urgent planning matters/applications

i. Turkey Farm, Ark Road – it was noted that this change of classification has been approved.

ii. Enforcement Notice, Ark Road - It was noted that an enforcement Notice has been served on a yard/static caravan on Ark Road and the clerk will confirm which property this refers to.

Cllr McNally rejoined the meeting at 7.28pm

20/5/19-13 Highways, Paths and Lighting – to discuss/resolve the way forward on relevant Highways issues

a. verbal update on problem log – missing sign for Keeling St opposite School Lane junction – posts are there but no sign. Clerk to notify ELDC. School lane Amenity Area – shrubs need attention/weeding – Clerk to organise.

b. Coastal Path – the outcome of the joint meeting held on 14th May was discussed. In brief the DIO/RAF have confirmed that the current walked path could be used as it is outside the Range Danger area, which leaves the matter of the seasonal alternative route to be resolved.

c. Donna Nook Realignment Site/Marsh Lane – the timetable of works has been requested, but is still awaited

d. Any other urgent highways issues

i. Remembrance Observation – Clerk to send Cllr McNally the training date information.

ii. Sign ‘To the Sea’ and Donna Nook Public Car Park – still needs to be resolved

iii. the lack of remedial patching and dressing work to Willerton Road and Evison Way is very disappointing especially since some roads are now being resurfaced that don't need it, eg Woolpack Meadows.

20/5/19-14 To receive reports from councillors who are representatives on Village Organisations/Committees

a. Playing Fields Association - Cllr Walmsley – Party in the Park date 29 June from 4.30 – email for tickets

b. Police Panel – Cllr Newman – PCSO Ian Porter would be retiring shortly and will not be replaced. New Deputy Chief Constable has been recruited and will start in June. Reports of individuals in Donna Nook Car Park trying

vehicle doors has been noted. **c. Emergency/Flood Planning** – Cllr Newman/Clerk – s noted above a meeting will be set up to restart the process to establish an Action plan/timetable **d. Village Hall Committee** – no report

e. DTE Wildlife Group – Cllr Newman – minutes circulated, and noted just one meeting per year in future.

20/5/19-15 Finance and Audit

a) to receive and note the bank reconciliation for May 2019

b) it was RESOLVED to approve the schedule of payments of £1406.56 for May 2019 and the cheques were examined and authorised accordingly.

c) The Clerk noted that the Annual Audit explanations of variances had been drafted and would be submitted shortly to meet the 1 July 2019 deadline.

d) to deal with any urgent other Financial matters – none.

20/5/19-16 General Correspondence for May, Website Updates and Communication – items already circulated.

20/5/19-17 To note/agree items for Discussion or inclusion at next meeting - Monday 24th June 2019 at 7pm

* Chapel Fields Development update *Coastal Path *Realignment site Timetable *Annual Audit submission

Sheila Pearce

Parish Clerk and Responsible Financial Officer