

North Somercotes Parish Council

NOTICE IS HEREBY GIVEN

that a video meeting of North Somercotes Parish Council will be held on

Monday 22 June 2020 at 7pm

Councillors are hereby summoned to attend

Agenda

Members of the public are invited and welcome to attend the whole meeting, except for items where their presence is prejudicial to the public interest, and are permitted to make representations to the Council, answer questions and give evidence (up to 3 mins per person/subject) in respect of any item of public business listed on the agenda during the public session, which is normally 15 minutes before the start of the meeting. The meeting may only consider the business on the agenda; the Agenda and Minutes for the Parish Council Meetings are available on the Parish Notice Board, or from the Clerk, or on the website, together with the schedule of future dates and the Public Participation in Meetings Procedure - see <http://parishes.lincolnshire.gov.uk/NorthSomercotes>. Meetings of the Council may be recorded.

Public Session

- a. Any Policing Update
- b. District & County Cllr McNally/District Cllr Paul Ricketts – any County/District Council updates
- c. Any items raised by members of the public or comments on the agenda
 - i. litter etc at Donna Nook car park
 - ii. NS Tree Preservation Order
 - iii. Complaint re Cooperative Store lighting and other matters

Close of public session - members of the public/press are excluded from commenting/participating in the meeting from this point onwards but may observe, except during the confidential session.

Monthly Meeting

22/6/20-1 a. Present b. Apologies for Absence – to RESOLVE whether or not to accept councillor absence/reasons

22/6/20-2 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

22/6/20-3 Minutes of 27 April 2020 Meeting – to RESOLVE to adopt and sign the notes as accurate minutes.

22/6/20-4 Clerk's Report on matters outstanding – for information only

a. **Emergency Planning Working Group** – on hold b. **CLT set up** – on hold c. **Highways outstanding issues h. ELDC – presentation/discussion on the District Council's relocation to Horncastle** – District Cllr McNally/Clerk to ascertain current position i. **signage for Willerton Rd** – to be progressed when feasible j. **PROW** - assistance with the claiming of alleged public rights of way (PROW) to register cases before the 2026 deadline – on hold k. **Annual Parish Meeting** – postponed to 2021 l. **North and South Somercotes Community Support Group** – set up, leaflets printed and distributed thanks to volunteers, ID cards obtained, list of volunteers/those in need of support being maintained, various activities ongoing. Awaiting Code of Conduct, Safeguarding info etc from Resilience Forum. Using Good Sam guidance. m. **Cemetery Chapel** – see below n. **Facebook/Social Media** – set up of COVID19 Facebook page and Parish Council page ongoing – see 8f below.

22/6/20-5 To receive reports from councillors who are representatives on Village Organisations/Committees

- | | |
|--------------------------------------------------------|--------------------------------------|
| a. Playing Fields Association - Cllr Walmsley | b. Police Panel – Cllr Newman |
| c. Emergency/Flood Planning – Cllr Newman/Clerk | d. Village Hall Committee – |
| e. DTE Wildlife Group – Cllr Newman/Clerk | |

22/6/20-6 To consider Planning applications received, Resolve the way forward on these/other Planning matters

- a. **Enforcement Cases** – issues raised by members of the public passed on to Enforcement
 - i. **Lakeside Tree Removal** – logged, awaiting response
 - ii. **Caravan on Marsh Lane alleged to be in use as living accommodation**
 - iii. **Issue of Horse Dung being dumped in drain** – ELDC action underway, and LMDB investigating
- b. **Planning Applications**
 - i. **N/132/00658/20 – Amendment** - Erection of a pair of semi-detached holiday cottages and siting of 2 no. glamping pods and the construction of vehicular parking areas. Existing partially demolished outbuilding on site to be removed. **THE BAY HORSE, KEELING STREET**
 - ii. **N/132/00853/20** - Erection of 1no. detached house and a detached garage with a home office on the first floor, on the site of an existing bungalow which is to be demolished. **WOODCOTE, CONISHOLME ROAD,**

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22/6/20-7 Highways, Paths and Lighting – to discuss/resolve the way forward on relevant Highways issues

a. verbal update on problem log –

b. Requests to LCC Highways for update re the following – on hold:

- i. A1031 Parking at Axe and Cleaver Crossroads
- ii. Complaint re cancelling road repairs between Scupholme Pond and Cormack Engineering – rescheduling date
- iii. standing water outside Primary School and alongside Oasis Lakes/Warren Road
- iv. chippings and standing water outside Bay Horse

c. Chapel Field Development – to discuss and RESOLVE the way forward on suggestions for naming the Road

d. Any other/urgent highways issues

22/6/20-8 Cemetery matters – to consider and RESOLVE the way forward on the following:

A. Chapel Repairs and Maintenance –

- i. to consider the quotes/estimates for the work to repair the Bell Cote (covered by insurance except for excess) and RESOLVE the way forward
- ii. to discuss and RESOLVE the way forward on the other works required as indicated in the Quinquennial Inspection

B. Cemetery Rules and Fees – proposed fees and staff rates of pay for Cemetery tasks with effect from 1 July 2020

22/6/20-9 Standing Orders & Financial Rules – to consider the updated documents and RESOLVE the way forward

22/6/20-10 External Audit 2019/20 – for submission before the revised deadline of 31st July 2020

- a) to receive and note the final bank reconciliations for March 2020 – current account and investment accounts
- b) to note the 2019-20 outturn against budget – as previously circulated – minute 23/3/20-11 refers
- c) to note the Internal Audit Report already received and approved – minute 24/2/20-11 refers
- d) to note the Risk Management review and actions – minute 23/3/20-9 refers
- e) Parish Council and Cemetery Asset Lists – to note and RESOLVE to accept the updated list following the sale of Chapel Field excluding the retained area of land – now £22,943
- f) to note and RESOLVE to agree general/earmarked reserves position following the sale of part of Chapel Field
- g) taking into account the internal audit review completed on 29 January 2020, to consider and RESOLVE to approve the Annual Governance Statement Section 1 of the 2019/20 Annual Governance and Accountability Return (AGAR) and sign/date as so approved
- h) to receive, consider and RESOLVE to approve the Annual Accounting Statements Section 2 for 2019/20 and sign/date as so approved by the Chairman of the Meeting
- i) to note the dates for the Notice and period of time for the exercise of public rights to inspect the accounts as being for 30 working days beginning on Monday 29 June to Friday 7 August 2020 inclusive.

22/6/20-11 Finance

- a) to note the bank reconciliation for April-June 2020 – previously circulated
- b) to Resolve to approve the schedule of Payments of £ and Receipts of £ for April to June,
- c) to RESOLVE to confirm approval of the transfer of £20k to the Melton BS in April, £83k to Charity Bank- In June (as per minute 29/4/20-8e) and a further £6k (also as per minute 29/4/20-8e) to the Melton BS in order to ensure the council's finances are protected by the Financial Services Compensation Scheme (FSCS).
- d) to deal with any urgent/other Financial matters

22/6/20-12 To receive/note general Correspondence for May/June Website Updates and Communication

22/6/20-13 Confidential Matters - to RESOLVE on whether the Council will move into closed session by reason of the confidential/personnel matters to be transacted – if this resolution is passed members of the public/press will be required to leave/be excluded from the meeting at this point.

a. Consideration of the Staffing and other relevant issues in relation to resumption of the following:

- Chapel Cleaning
- Litter Picking
- Public Toilets – please see Clerk's Report on Toilets Cleaning and other requirements

b. Consideration of future meetings dates and method of meeting in the light of applicable government guidance

Sheila Pearce

North Somercotes Parish Council

Parish Clerk and Responsible Financial Officer

15 June 2020