

# North Somercotes Parish Council

## **NOTICE IS HEREBY GIVEN**

that the **Annual Meeting** of North Somercotes Parish Council is to be held in the Village Hall on Monday 19<sup>th</sup> May 2025 **At 6.30 pm** to be immediately followed by the **Monthly meeting** 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 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.

#### **19/5/25-1 Appointment of Chairman and Vice Chairman, signing Declaration of Office and Declaration of Interests forms**

**a. Appointment of Chairman** – to receive nominations for the position of Chair and resolve to appoint to the position followed by signing of Declaration of Acceptance of Office as Chair

**b. Appointment of Vice Chairman** - to receive nominations for the appointment of Vice Chair and resolve to appoint to the position followed by signing of declaration of Acceptance of Office as Vice Chair

***Suspension of Standing Orders while public session takes place***

#### **Public Session**

**a. Introduction of, and comments from, Lincolnshire County Cllr Bayleigh Robinson, Saltfleet & The Cotes**

**b. Any update from District Cllrs- Cllrs McNally/Rickett**

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

i. complaint regarding removal of mature hedge on Churchill Rd/Willerton Rd corner

***Closure of public session and recommencement of formal meeting***

#### **Annual General Meeting and Monthly Meeting**

**19/5/25-2 a. Present**

**b. Apologies for Absence** – to RESOLVE whether or not to accept councillor absence/reasons

**19/5/25-3 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**

**19/5/25-4 General Power of Competence** – to note that having met the conditions of eligibility in 2024, as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, that the Parish Council has the power to use the General Power of Competence until the next relevant Annual Meeting of the Council, which will be following the next elections in 2027.

#### **19/5/25-5 Appointment of Councillors as representatives on Village Organisations/Committees/Working Groups:**

a. Playing Fields Association -

b. Police Panel -

c. Emergency/Flood Planning -

d. Village Hall Committee –

e. DTE Wildlife Group -

f. Youth Club –

g. Cemetery Committee (all Councillors)

h. Footpaths/Bridleways – 2025 reviews

#### **19/5/25-6 Current Status of Parish Council Policies, Procedures, Rules, and Regulations**

a. **Code of Conduct** – under review

b. **Standing Orders** – under review

c. **Financial Regulations** – under review including:

- confirmation that current banking arrangements including variable direct debits for water and electricity for the toilets and cemetery, and HMRC for PAYE are satisfactory

d. **Freedom of Information** – no change required

e. **General Data Protection Regulations** – under review

f. **Emergency /Flood Planning** – outstanding project

g. **Donations and Grants Policy and Procedure** – no change

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**19/5/25-7 Cemetery – a. to review proposed changes to Cemetery Fees** and RESOLVE the way forward  
**b. Cemetery Rules & Regulations** – currently under review, taking into account any pending action plan for the Biodiversity Duty, once Lincs Wildlife Trust have carried out the Biodiversity audit, and the Cemetery Management and Waste Plan **c. to agree July date for Annual Cemetery Meeting** – starting time of 10 or 10.30 am.

**19/5/25-8 Review of Pay for Parish Council Employees additional tasks and RESOLVE the way forward**

- rate of pay for standby duties, interment of caskets and installation of plaques (*NB - rates of pay for litter picker, Chapel/Toilet cleaners and village/cemetery maintenance are subject to minimum wage rate so have been increased on 1 April 2025 to £12.21 pr hr*). The Parish Clerk is also on national rates of pay, updated each April.

**19/5/25-9 Parish Council Donations 2025/26 – Budget of £500 (section 137 monies) and £2,000 other monies**

a. To note previous year's donations and consider any requests/proposed donations and resolve the way forward: eg. S137 - Communication Magazine £200 – CAB £50 – LIVES £100 – Lindsey Blind Society £100. Other – Youth Club £1K – available for specific projects/needs, ANPR £700, Christmas Tree £100.

*End of Annual General Meeting agenda items*

## Monthly Meeting

**19/5/25-10 Minutes of 28th April 2025 Meeting** – to RESOLVE to adopt and sign the notes as accurate minutes.

**19/5/25-11 Clerk's Report on matters outstanding – for information only**

**a. Cemetery - Chapel Doors** – updated quote received **b. .gov work Email Addresses** – technical issue outstanding  
**c. Coastal Path** – confirmation of route still awaited **d. Chapel Field Future Use** – see 18 below **e. Defibrillator Maps for each location in the village** – asked again for correction of locations **f. Orchard area** – weeding and strimming being done **g. Dog Fouling/Public Space Protection Order** – bag dispenser for playing field ordered and one for moving around problem spots **h. Bench opposite bus garage** – wood oiled/dried contractor to now reaffix **i. Bench next to bus stop/noticeboard** – now dried and oiled waiting for contractor to reaffix **j. National Grid Projects** – see 12f below **k. Climate Change Report and Action Plan/LCC** – results of comments still awaited **l. Policies and Procedures** – schedule of updates to be prepared, including new Statutory Duty to prevent Sexual Harassment at work **m. Cemetery and other Title deeds** – change of address on hold pending potential sale/transfer **n. Flower Planter** – awaiting LCC Highways to agree location **o. Biodiversity Action Plan** – LWT to conduct in June **p. Study for community energy project** – on hold **q. Cemetery Statutory Records** – work continues; archives retrieved 1/5 for gaps in records **r. Cemetery historic paper records** – historic burial ledger – which is still in use - and plans taken to bookbinder 24/4 for repair and preservation **s. Records Management** – archiving, shredding and recycling of old paper records continues **t. Bowls Club** – additional junior bowls arriving 15/5 **u. Annual Parish Meeting – notes typed up and issues arising** – parking of cars for sale on the Village Hall Layby **v. Flagpole** – see 12 below.

**19/5/25-12 Flagpole** – to consider the Clerk's report previously circulated on the issues and costs involved in the installation of a flagpole in the village, and RESOLVE the way forward.

**19/5/25-13 To consider any Planning applications received and RESOLVE the way forward on these and other Planning matters**

**a. Planning applications for consideration:**

**b. To note planning applications approved:**

**c. To note planning applications refused:**

**d. Planning Applications appealed:**

**e. Enforcement Issues/Actions:** Any update on reported issues:

i. Static Caravans on land/stables on Common Lane

ii. Static caravan in garden on Willerton Rd

iii. Radio Aerial at Summermeade on Jubilee Road

**f. Theddlethorpe Nuclear Geological Disposal Facility (GDF)** – any further update on ELDC/LCC action

**g. National Grid Projects** – i. any further update on response to LCC letter/Judicial Review process for Grimsby to Walpole pylon/substation proposals. ii. Stage 2 consultation on Eastern Green Link 3 (EGL 3) and Eastern Green Link 4 (EGL 4) projects, will commence at 12pm noon Tuesday 13 May and will close at 11:59pm Monday 23 June 2025

**h. Any other urgent planning matters/applications:**

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## 19/5/25-14 Highways, Paths and Lighting:

### a. verbal update on problem log/outstanding issues which have been queried with LCC Highways, including:

- i. **Donna Nook Car Parking** – The Range have asked if permanent signage can be installed to direct people to the car park at Donna Nook and to prevent people going to the Range and trying to park there.
- ii. **Warren Rd drainage problems** – update on the requested change of programme date to October half term to avoid the negative impact on local businesses of these works in peak holiday period has been requested, as local businesses concerned that operating under traffic lights at this time/location will still be a considerable problem
- iii. **Parking opposite Warren Road Track to Oasis/Warren Farm near primary school** – outcome awaited of request for double yellow lines or exclusion box to prevent parking to ensure safe access/exit during school drop off/pick up times
- iv. **Sandy Lane – use of a vehicle over public footpath PROW 31/1** – Police have responded to the complaint and no further action proposed unless the situation changes.
- v. **Principle of having a bench on Marsh Lane** – principle/proposed location is being checked with LCC Highways
- vi. **Principle of having a flagpole on the corner of Jubilee Rd/Conisholme Rd** – this has been checked with LCC Highways as part of the report preparation
- vii. **Request to extend the 30mph on Conisholme Rd to the other side of Eau Bank Road/near West View Farm where it is currently 40mph** – does not meet the criteria at present
- viii. **Request for 20 mph to be introduced for outside of the primary and secondary schools, owing to concerns over child/parent safety** – does not meet the criteria at present.
- ix. **Footpath surface past the primary school towards Saltfleet, and at the junction with Jubilee Rd very crumbly.** The Clerk has reported these, but they are not deemed as requiring attention at present.

### b. any additional issues/other urgent matters to be reported

## 19/5/25-15 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

## 19/5/25-16 Finance

- a) to receive and note the bank reconciliations for May 2025
- b) to receive and RESOLVE to approve the schedule of receipts and payments for May 2025
- c) to note the general/earmarked reserves position as of 31 March 2025
- d) Any other/urgent financial matters

## 19/5/25-17 24/25 Audit

- g) to consider and RESOLVE to approve the Annual Governance Statement Section 1 of the 2024/25 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 2024/25 and sign/date as so approved by the Chairman of the Meeting
- i) To confirm that the dates for the Notice and period of time for the exercise of public rights will be Monday 3 June to 14 July inclusive, as previously noted.

## 19/5/25-18 To receive/note general Correspondence for May, Website Updates and Communication

## 19/5/25-19 Agenda items for the meeting to be held on 24<sup>th</sup> June 2024 in the Village Hall

Agenda for Cemetery Annual Inspection and Chapel Field Inspection, Flagpole consultation, Chapel Field/Playing Field Lease arrangements

**19/5/25-20 - Confidential Property Matters** - to RESOLVE on whether the Council will move into closed session by reason of the confidential property matters to be transacted – if this resolution is passed any members of the public/press present will be required to leave the meeting at this point.

**a. Confidential Minutes of the discussions on property matters on the 24 March 2025 and 28 April 2025** – to consider and RESOLVE to adopt and sign the Confidential notes as accurate minutes.

**b. Chapel Field** – Clerk to update on progress to lease bottom section to the Playing Field Association

## Parish Clerk and Responsible Financial Officer

13 May 2025