

North Somercotes Parish Council
Minutes of the meeting of North Somercotes Parish Council held on
Monday 23 April 2018 at 7.00pm in the Luke Walmsley Pavilion

There were no members of the public present. The Chairman welcomed everyone to the meeting and opened the public session at 7.02pm

Public Session

- a. **Any Policing Update** – none received.
- b. **Comments from members of the Public on agenda items or issues for consideration for future agenda:**
- i. **Damage to dug out shelter on playing field** – report and photographs has been forwarded to Playing Fields
 - ii. **Erection of structure at Lakeside at rear of new caravan area** – query raised regarding planning permission/application for this which has been passed on to Chris Panton at ELDC
 - iii. **Donation requests** had been received from Age UK and Citizens Advice Bureau and would be put on the May agenda for consideration at the AGM
 - iv. **ANPR Camera** – a query was raised as to whether one could be funded via the precept and strategically placed in the village, managed by the police – this will be looked into.
 - v. **First Responders/Fire Service** – it was noted that following a recent incident, Fire Service members have been suspended from acting as First Responders, leaving the village LIVES provision just one person.
- c. **District and County Council updates from District/County Councillor Daniel McNally** – Willerton Rd would be examined to see if it was suitable for surface dressing treatment in 2019 and Evison Way was expected to be done in 2019. Cllrs asked that the junction of Bank End and Jubilee Rd also be checked as it was dangerous when wet in need and in need of resurfacing. The new Chief Executive for LCC would be appointed in May, and ELDC was offering Market trading opportunities at reduced rates at Louth, Horncastle and Spilsby markets

The Chairman closed the public session and opened the formal meeting at 7.16pm.

Formal Monthly Meeting

23/4/18-1 a. Present: Cllr Stephen Brooks (Chairman), Cllr Neil Drewery (Vice Chairman), Cllr Stuart Arundel, Cllr Martine Hopper, Cllr John Kennedy, Cllr Roger Maidens, Cllr Daniel McNally, Cllr Trisha Newman, Cllr Paul Walmsley, Cllr Ros Webster and Sheila Pearce Parish Clerk and Responsible Financial Officer.

b. Apologies for Absence – it was RESOLVED to accept the absence and the reasons given for Cllr Dowson.

23/4/18-2 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 Walmsley and McNally declared an interest in Planning Matters on the agenda at 7.12

23/4/18-3 Minutes of 26 March 2018 Meeting – it was RESOLVED to adopt the notes as accurate minutes and they were signed and dated by the Chairman.

23/4/18-4 Clerk's Report on matters outstanding – the Clerk updated on progress with the following - for information only

a. War Memorial Repair – further request made to Leakes **b. Definitive Map Applications** - current status **c. Chapel Fields Development** – letter to Housing Minister outstanding **d. Seal Season Traffic Management Meeting** – agenda to be done for next meeting 8 May 2018 **e. Data Protection** – see agenda item 7 **f. Draft Emergency Resilience Plan** – pending **g. Clerk hours/appraisal** – details with the Chairman **h. ELDC Local Plan** – current status awaited and letter to Housing Minister pending **i. FP18** – Agenda item 8 **j. Annual Parish Meeting** – draft notes to be done, no specific urgent matters arising.

23/4/18-5 Asset List – the updated Asset List as at 31 March 2018 was received and examined and Councillors RESOLVED to accept this.

23/4/18-6 External Audit 2017/18 – for submission deadline of 11 June 2018

- a) the final bank reconciliations for 31 March 2018 – current account and investment account – were received, checked and signed by the Chairman.
- b) the 2017-18 outturn against budget which had been previously circulated was discussed and noted.

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- c) the Internal Audit Report, which had previously been received and approved – minute ref: 26-3-18 item 7 refers – was noted.
- d) the Risk Management review and actions which had previously been received and approved – minute ref: 26-3-18 item 5 refers – was also noted.
- e) The Parish Council and Cemetery Asset Lists – the updated lists as at 31 March 2018 which now include the additional planters and mobile phone had been received and accepted in Agenda item 5 above.
- f) The general/earmarked reserves position as at 31 March 2018 which had previously been circulated was discussed and it was RESOLVED to approve this.
- g) Taking into account the internal audit review completed on 8th March 2018 as noted in 6c) above, Councillors then considered and RESOLVED to approve the **Annual Governance Statement** contained in Section 1 of the 2017/18 External Audit, which was duly signed and dated as so approved by the Chairman and the Clerk.
- h) Councillors then received, considered and RESOLVED to approve the **Annual Accounting Statements** for 2017/18 and they were signed and dated as so approved by the Chairman of the Meeting. The Clerk confirmed that the explanation of the variances would be submitted with the return as required.
- i) the dates for the Notice and period of time for the exercise of public rights to inspect the accounts were confirmed as being set for **Monday 4 June to Friday 13 July 2018** inclusive.

23/4/18-7 Data Protection Legislation changes 25 May 2018 – the report from the Clerk and the first version of the Data Mapping exercise was discussed along with noting the changes to policies and procedures that will be required in order to achieve compliance with the new legislation. It was RESOLVED to accept Version 1 of the parish council's Data Mapping exercise noting that it was subject to further work and clarification, which would be on the next Agenda in May. In the meantime, councillors considered and completed the Data Compliance checklist provided and the Clerk noted that further discussion would need to take place to clarify the position on whether secure separate email accounts, eg: – cllr nameNSPC@gmail – would be required and the potential cost implications of this.

23/4/18-8 – Footpath 18 – the Public enquiry has been set for 26th and 28th of June 2018. A meeting for objectors to the proposed diversion/stopping up to discuss the Public Enquiry process will be held on **30th April 2018 in the Village Hall starting at 7pm**. Following discussion of the Council's reasons for the continuing objection to the proposal, including the fact that two lines of sea defence were still considered to be more beneficial than one, and the significant and clearly unnecessary impact on public amenity and enjoyment of the long standing historic footpath which would arise from the breach, Councillors considered the likely costs which would be incurred in having legal representation. Following which, it was RESOLVED to continue with legal representation for preparation of the Statement of Case and, if necessary, for legal representation at the two-day Enquiry; although it was noted that only one day should actually be required.

23/4/18-9 Highways, Paths and Lighting

a. verbal update on problem log – no new problems reported, but issues had arisen from discussions on the likely route of the Coastal Footpath – see 9c below.

b. Problems arising from seal traffic – the Clerk will draw up the agenda for the next meeting on 8 May 2018

c. Any other urgent highways issues/matters of concern:

- i. **Coastal Path discussions** – following a request from one of the landowners the Clerk had been present at the recent Coastal Footpath meeting between Natural England and various landowners. It was noted that in connection with the coastal path provision that the RAF appeared to be proposing a change to the hitherto long accepted position regarding the public's historic right of use and access to the dunes and footpath between Donna Nook and Saltfleet, which had existed prior to RAF tenure.

This had apparently been the subject of much debate in the 1970s when the RAF Bombing Range had moved to Donna Nook from Theddlethorpe and the Clerk was researching the position which had long been asserted by the parish council, namely that the rights of way shown on very early OS maps and enjoyed since the early 1900s were as of right, whereas the RAF now seemed to be signalling that the public rights of access and use historically enjoyed, prior the RAF tenure, were permissive only. In this case, a claim to have the long standing historic use of the footpath which had been used to access the outmarsh areas acknowledged as a public right of way on the

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definitive map would need to be submitted in addition to the Definitive Map claim already being prepared for the route from Stonebridge to Footpath 28 at the RAF station – which notably the RAF had unsuccessfully tried to curtail in the past.

Councillors agreed and RESOLVED that a claim in respect of this path, which was clearly shown on the early OS maps in exactly the same way as the paths which are marked as Definitive going north from Stonebridge to Grainthorpe, should be submitted. The Clerk also confirmed that she had informed Squadron Leader Christa Lawrence that the parish council intended to lodge the community's formal interest in the Range, as an asset of community value (ACV) under the Localism Act 2011.

In addition, Councillors also agreed that if additional hours were needed from either the Clerk or an assistant to undertake any necessary research or preparation for this or the FP18 Public Enquiry, that this could be dealt with between the Chairman and the Clerk under standing Financial Rules and reported back to the next meeting as required.

23/4/18-10 To consider Planning applications received/other planning matters & resolve the way forward

- a. N/132/00645/18 – GREENARDS GARAGE LTD, KEELING STREET - It was noted that an application to determine whether or not Prior Approval is required for the siting and appearance of the installation of a 12.0 metres high street works pole with 3no. antennas to a maximum height of 13.3 metres, trunking attached to existing building and associated cabinet and metering equipment had been submitted to ELDC.**
- b. N/132/00663/18 – Also noted that a Section 191 application to determine the lawful use of the annex as additional accommodation to the dwelling known as **INGLEWOOD, South Road, NS** has been submitted.**
- c. N/132/00684/18 – Also noted, submission of a Non-Material Amendment further to that previously approved under reference no. N/132/00761/17 - **1 EVISON WAY, NS****

Cllrs Walmsley and McNally left the meeting at 8.16pm owing to an interest in the following application as recorded in the Declaration of Interests.

d. Any other urgent planning matters/applications/enforcement issues

- i. N/132/00693/18 - Erection of a detached garage for the storage of tracker equipment. LITTLE PADDOCKS, CONISHOLME ROAD.** It was RESOLVED to support this application.
- ii. N/132/00736/18 - Erection of 1no. pair of semi-detached houses and 2no. detached single garages and construction of vehicular accesses (works already commenced). LAND ADJACENT TO PLUMTREE, CHURCHILL ROAD.** It was RESOLVED to support this application.

Cllrs Walmsley and McNally returned to the meeting at 8.18pm.

23/4/18-11 Reports from councillor representatives on Village Organisations/Committees

- a. Playing Fields Association** - Cllr Walmsley – Party in the Park 9 June 2018 featuring Klout £10 ticket to include hog roast/vegetarian and first drink, dyke clearing and culvert being installed in the gateway between the playing field and bottom field area.
- b. Police Panel/Speedwatch** - Cllr Newman reported on the recent Speedwatch activity with new volunteers and the county wide scheme being rolled out.
- c. Emergency/Flood Planning - Cllr Newman** – nothing to report
- d. Village Hall Committee** – nothing to report
- e. DTE Wildlife Group** – Cllrs Newman/Arundel/Kennedy – deposits on the beach were largely Paraffin wax, but noted that these and Palm Oil can be traced if reported early enough. Stonebridge Car Park will be resurfaced with tarmac, and the food and beverage provision during the Seal Season will be moving to more environmentally friendly packaging to decrease the amount of non-recyclable plastics being used.

23/4/18-12 Finance

- a) the bank reconciliation for April 2018 was received and noted.
- b) It was RESOLVED to approve the **updated** schedule of income and expenditure for April 2018 and the payments were duly checked and authorised.

- c) to deal with any other urgent Financial matters – none, other than the arrangements as noted for additional hours or assistance arising from agreed tasks in Agenda items 8 and 9 above.

23/4/18-13 Correspondence for April Website Updates, Communication including:

a. response from MP Victoria Atkins re FP18 stopping up – noted that the letter from DEFRA to Ms Atkins contained information regarding the need for the size of the breach at Pyes Hall whereas the EA's Engineer was previously on record as saying the amount of water reaching the site was not predicated on the size of the breach, and the EA had maintained from the project outset that the amount of water entering the site was not a condition of creating the wildlife area. **b. Waste Strategy Consultation** – circulated via email

23/4/18-15 To note/agree items for the next monthly meeting and Annual General Meeting - Monday 21 May 2018 at the earlier start time of 6.30pm

- appointment of Chair and Vice Chair – any nominations to the Clerk
- Data Protection Legislation – Policy drafts for approval
- 2017/18 External Audit status
- FP 18 Public Inquiry status
- grant requests
- update on date for proposed Coastal/Inland Flooding forum being organised by MP Victoria Atkins

It was also noted that prior to the next parish council meeting and AGM that there will be a meeting at 7pm on 30th April in the Village Hall for Objectors to discuss the FP 18 Public Enquiry process.

Sheila Pearce

Parish Clerk and Responsible Financial Officer

The Chairman thanked everyone for attending and closed the meeting at 8.37pm