

**North Somercotes Parish Council**  
**Minutes of the video meeting of North Somercotes Parish Council held on**  
**Monday 22 June 2020 at 7pm**

---

There were no members of the public present via video or phone. District Cllr Paul Rickett was present for part of the meeting. The Chairman welcomed everyone to the meeting and commenced the public session at 7.04pm.

**Public Session**

**a. Policing Update** - it was noted that there are an increasing number of COVID19 and other scams at present.

**b. District Cllr Paul Rickett** – noted that ELDC car parks in Louth will remain free of charge until 1<sup>st</sup> August, and that discussions regarding the merger of ELDC and Boston Borough council continue but are on hold at present. Discussion took place on the proposed ELDC move to Horncastle and the Clerk will circulate a copy of the email queries sent to ELDC to Cllr Rickett for information. ELDC do not envisage a return of office based staff to their offices until the new year. **District and County Councillor Danny McNally** – likewise LCC staff are working for home wherever possible. A list of the outstanding highways issues is being compiled by the Clerk, together with dates raised and a column for indicating if the works will be done, and if so the proposed date so this can be looked at by the Community Highways team who are sorting out issues in each area. The household waste and recycling centre at Louth will be looking to increase slots/permitting the use of trailers as they endeavour to open up more areas safely within Government Guidance.

**a. Any items raised by members of the public or comments on the agenda**

i. litter and human waste at Donna Nook car park – reported to ELDC and EA and dealt with.

ii. NS Tree Preservation Order – enquiry for Locksley Cottage has been dealt with by the Clerk.

iii. Complaint re Cooperative Store lighting and other matters relating to the site – it was noted that an interim response has been sent which noted that the Parish Council has no powers or authority to deal with the matters raised. Following discussion it was agreed that the Clerk could bring the alleged contravention of planning matters to the District Council's attention as they are the Planning Authority, and copy the letter to the complainant and the Co-operative for information.

*The Chairman closed the public session at 7.30 pm and Cllr Rickett left the meeting.*

**Monthly Meeting**

**22/6/20-1 a. Present:** Cllr Steve Brooks (Chairman), Cllr Neal Drury (Vice Chairman), Cllr Stuart Arundel, Cllr Joy Cousins, Cllr John Kennedy, Cllr Roger Maiden's, Cllr Danny McNally, Cllr Trisha Newman, Cllr David Wallis, Cllr Paul Walmsley (from 7.15pm). **b. Absent** – Cllr Shaun Smalley

**22/6/20-2 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 Danny McNally declared an interest in all planning agenda items, and Cllr Joy Cousins declared an interest in planning agenda item 6bi, at 7.31 pm.

**22/6/20-3 Minutes of 27 April 2020 Meeting** – it was RESOLVED to adopt and sign the notes as accurate minutes and the Chairman signed them as such.

**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** – Clerk to do list for Cllr McNally **d. ELDC – presentation/discussion on the District Council's relocation to Horncastle** – email sent to James Gilbert and copied to Craig Leyland, response now awaited. **e. signage for Willerton Rd** – to be progressed

**f. PROW** - assistance with the claiming of alleged public rights of way (PROW) to register cases before the 2026 deadline – on hold **g. Annual Parish Meeting** – postponed to 2021 **h. North and South Somercotes Community Support Group** – c17 volunteers, various activities ongoing. Using documents provided by the Resilience Forum and using Good Sam guidance. Discussion took place on the availability of funding and how this could best be used to benefit charities in this area. **i. Cemetery Chapel** – see agenda item 8 below **j. Facebook page - updating** – outstanding, meanwhile parish website still being used for information provision.

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

**a. Playing Fields Association - Cllr Walmsley** – all football has been cancelled and the play area remains closed. Part of the access road has been resurfaced, the rest to be done later.

## North Somercotes Parish Council

**b. Police Panel – Cllr Newman – IAG** – updates on crime statistics provided – some figures are understandably down (shoplifting, dwelling burglaries) but noticeable increase in excessive speeding.

**c. Emergency/Flood Planning – Cllr Newman/Clerk** – nothing to report.

**d. Village Hall Committee** – nothing to report

**e. DTE Wildlife Group/Seal Season – Cllr Newman/Clerk** – awaiting comments from Lincs Wildlife Trust re impact of COVID19 on seal season, for example implications for traffic, whether restricted access/numbers, or closed. Will need to consider impact on traffic in the village.

**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** – ELDC state no breach of planning **ii. Caravan on Marsh Lane alleged to be in use as living accommodation** – ELDC state no breach of planning.

**iii. Issue of Horse Dung being dumped in drain** – LMDB still investigating.

*Cllrs McNally and Cousins entered the waiting room and were excluded from the next item at 7.55pm in accordance with the declared interest.*

**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** - Following discussion it was RESOLVED to support the amended application.

**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,**

*Cllrs McNally and Cousins rejoined the meeting at 8.07pm.*

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

**a. verbal update on problem log** – Church End/Keeling St Public Footpath – overhanging Ivy reported to Jonathan Stockdale at LCC.

**b. Requests to LCC Highways for update re the following – Clerk to provide list of outstanding items for Cllr McNally to take up with LCC Highways including the following:**

**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, plus

**v.** new request for extension of the 30mph on Conisholme Rd

**c. Chapel Field Development** – following discussion it was unanimously RESOLVED to confirm that the Parish Council's choice for naming of the affordable housing development would be "Chapel Field".

**d. Any other/urgent highways issues** – It was noted that the Environment Agency had confirmed that the drainage at the bottom of the footway from the car park to the beach had been rectified, and that the roadway improvements would be done next year when the services have been relocated.

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

**A. Chapel Repairs and Maintenance –**

**i.** the quotes/estimates for the work to repair the Storm Damage to the Bell Cote (covered by insurance except for excess) were noted and considered and it was RESOLVED to confirm to the Insurers that the Council would like to accept the quote from Carre Heritage. The matter of the raised nails on the other chapel which had also resulted from the storm winds needs to be raised also so that this can also be repaired before water ingress causes damage.

**ii. to discuss and RESOLVE the way forward on the other works required as indicated in the Quinquennial Inspection** – in the short term it was RESOLVED that the works to the guttering should be quoted for to prevent damage occurring from rainwater.

**B. Cemetery Rules and Fees** – following discussion it was RESOLVED not to increase the Cemetery fees this year. Staff Rates of pay for Cemetery tasks have already been implemented in April in line with the National Minimum Wage. The Clerk is currently reviewing the Cemetery Rules, along with the Guidance applicable for COVID19 changes for funeral attendance.

# North Somercotes Parish Council

---

**22/6/20-9 i. Standing Orders (SO)** – Following discussion it was RESOLVED to approve and adopt the Clerk’s Draft SO.  
**ii. Financial Rules** – to be considered at the next zoom video meeting on 27<sup>th</sup> July 2020.

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

- a) the final bank reconciliations for March 2020 – current account and investment accounts – were received and noted.
- b) the 2019-20 outturn against budget – noted as previously circulated – minute 23/3/20-11 refers
- c) Internal Audit Report noted as already received and approved – minute 24/2/20-11 refers
- d) Risk Management review and actions – noted as per minute 23/3/20-9 refers
- e) Parish Council and Cemetery Asset Lists – councillor noted and RESOLVED to accept the updated list now totalling £22,943, following the sale of Chapel Field (excluding the retained area of land)
- f) councillors noted and RESOLVED to agree the 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, Councillors considered and RESOLVED to approve the Annual Governance Statement Section 1 of the 2019/20 Annual Governance and Accountability Return (AGAR) and that it should be signed/dated as so approved
- h) councillors received, considered and approved the Annual Accounting Statement Section 2 for 2019/20 and RESOLVED that it be signed/dated as so approved by the Chairman of the Meeting
- i) 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 were noted.

**22/6/20-11 Finance**

- a) the bank reconciliations for April-June 2020 – previously circulated – were noted, including the correction to be made on the 40p difference on the Finance System annual contract.
- b) It was RESOLVED to approve the schedule of Payments and Receipts for April to June.
- c) It was RESOLVED 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) cap £85k.
- d) CAB Request for Donation - It was RESOLVED to donate £50 to Citizen’s Advice Bureau.
- e) to deal with any urgent/other Financial matters: Communication Magazine Donation - it was RESOLVED to donate £200 to Communication Village Magazine under S137(3) of the LGA1972

**22/6/20-12 To receive/note general Correspondence for May/June Website Updates and Communication** – various items were noted, including the request from ELDC regarding potential for Tree Planting in the parish, and the application for the road closure with a larger area of closure to allow for social distancing for the Remembrance observation in November.

**22/6/20-13 Confidential Matters** – it was RESOLVED to move into closed session by reason of the confidential/personnel matters to be transacted – there were no members of the public/press at the meeting.

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

The Clerk outlined the position regarding the following, including the issues and implications for reopening of the public toilets: - Chapel Cleaning - Litter Picking - Public Toilets

It was RESOLVED that the Clerk should continue with the work to identify what is needed to reopen just part of the facility, and the associated costs, taking account of COVID19 guidance for public toilets/risk management and staffing/cleaning issues and solutions.

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

Following discussion it was RESOLVED to continue to meet via Zoom video/phone for the foreseeable future. It was also confirmed that there will be no meeting in August, so following the meeting on 27<sup>th</sup> July, the next meeting will be Monday 28<sup>th</sup> September 2020.

The Chairman thanked everyone for attending and closed the meeting at 9.22pm

*Sheila Pearce*

**Parish Clerk and Responsible Financial Officer**

**signed** \_\_\_\_\_

# North Somercotes Parish Council

---

Chairman

Date