

WEST DEEPING PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING HELD ON MONDAY 24 MAY 2021

PRESENT:

Parish Council

Cllr David Ward – Chair
Cllr Iain Gowans
Cllr Ish Kamran
Cllr Sue Latham
Cllr Steve Snell

Mr Ian Coles – Clerk

Mr Paul Bragg, Mrs Alison Ireland, Mr Jim Mooney, Mr Iain Stowe

Cllr David Ward welcomed everyone to the meeting which is being held back in the village hall after the easing of lockdown restrictions but with all attendees complying with the current Covid-19 regulations.

1. WELCOME TO NEW COUNCILLORS / APOLOGIES FOR ABSENCE

Cllr David Ward welcomed Iain Gowans and Ish Kamran who were appointed as new councillors at the Extraordinary Parish Council Meeting held on Thursday 29 April 2021.

There were no apologies for absence.

2. ELECTION OF CHAIRPERSON

Cllr David Ward offered to stand as chairperson for the forthcoming year (no other nominations). He was proposed by Cllr Steve Snell, seconded by Cllr Sue Latham and all voted in favour.

Cllr Steve Snell offered to stand as vice chairperson for the forthcoming year (no other nominations). He was proposed by Cllr Sue Latham, seconded by Cllr David Ward and all voted in favour.

3. OPEN FORUM

Mrs Alison Ireland thanked Cllr David Ward for his involvement and contribution towards the recently formed West Deeping Drainage Action Group. This relates to the waste water management issues that we have been experiencing in the village with the current position summarised under agenda item 8.

Mrs Alison Ireland also mentioned that several residents had asked that there should be a reconsideration of developing a play area in the village. This was investigated and discussed in depth in 2016 but did not proceed as a suitable location in the village could not be identified. Mr Iain Stowe mentioned that the Village Hall Committee had offered the land at the back of the village hall at that time. (Note : The minutes of the Annual Parish Council Meeting held on Monday 16 May 2016 state that both Lincolnshire Police and Neighbourhood Watch were not happy with this location as it was not visible to passers-by). It was agreed that this matter should be discussed further at the Annual Parish Meeting being held on Monday 21 June 2021.

4. DECLARATION OF INTERESTS

None

5. MINUTES OF MEETING HELD ON 3 FEBRUARY 2021 / EXTRAORDINARY MEETINGS HELD ON 18 FEBRUARY 2021 / 18 MARCH 2021 / 29 APRIL 2021

The minutes of the meeting held on 3 February 2021, previously circulated and the three extraordinary meetings held on 18 February 2021, 18 March 2021 and 29 April 2021 were agreed unanimously as a correct record. They were proposed by Cllr David Ward, seconded by Cllr Sue Latham and signed by the Chairperson.

6. ACTIONS ARISING FROM THE MINUTES NOT ON THE AGENDA

Mr Ian Coles confirmed that he had advised Environment SK that, following our recent review, we agreed to retain the services of Gary's Gardens for our amenity contract in the village.

At the meeting on 3 February 2021, it was noted that Mr Andrew Hall, a resident in the village, had offered his assistance on matters related to our website. Cllr Iain Gowans agreed to liaise with him on this matter to ascertain if there are suitable areas that he could help us with in the future.

7. REPORTS FROM OUTSIDE THE PARISH COUNCIL

Our PCSO, Rowena Everitt, provided a written report in advance of the meeting which was summarised by Mr Ian Coles, covering areas such as anti-social behaviour, dog thefts and fraud in the Market Deeping area.

Cllr Rosemary Trollope-Bellew has advised Mr Ian Coles that Cllr Ashely Baxter will be our new county councillor following the recent elections. She also asked for her thanks to be passed on to councillors for allowing her to attend our meetings in the past.

8. WASTE WATER MANAGEMENT

In conjunction with the Drainage Action Group, we have been in extensive discussions with Anglian Water (AW) since the last meeting in connection with waste water management issues. Cllr David Ward summarised the latest position confirming that the CCTV operation they had undertaken revealed no significant cracks in the sewer system. There was, however, a lot of debris which has now been cleared. AW have also ascertained that approximately 25% of households in the village have drainpipes which flow directly into the system and action is being taken to rectify this. They have also confirmed to us that the pumping station is performing correctly and that work has been carried out to mitigate river water ingress.

We previously requested that AW consider 'bypassing' our village with realignment of pipes from Tallington through to Market Deeping which was rejected on cost grounds. However, we understand that there is a possibility that this may be reconsidered in the future.

AW were not present at this meeting as they are only allowed to attend online meetings at present but Cllr David Ward advised that their Senior Project Engineer, Keith Garfoot, had promised to attend our Annual Parish Meeting on Monday 21 June 2021 to provide further updates.

Mr Jim Mooney suggested that we should contact our MP, Sir John Hayes, again to summarise everything and Cllr David Ward agreed to do so with copies of correspondence to be provided to Mr Ian Coles for circulating to all councillors and retention in our records.

9. MINERAL EXTRACTION

A separate working group has been set up to discuss the MS29 project in more depth although no further meetings have been held since the last Parish Council Meeting.

We have been advised that the Planning Committee at Lincolnshire County Council (LCC) are due to hold a further meeting in June 2021 in respect of the MS25 project at Greatford.

Cllr David Ward pointed out that, following the resignation of Mrs Maggie Ashcroft from the Parish Council, we need to re-establish a contact at Breedons so that another councillor can attend the regular meetings which they hold for discussions on these projects. Mr Ian Coles agreed to contact them and advise further on this matter.

10. HIGHWAYS AND FOOTPATHS

Cllr David Ward mentioned that we have become aware of the potential development of an aquapark at Tallington Lakes which will increase traffic flow if a new road, currently under construction, joins the A1175. We have been liaising with Tallington Parish Council on this matter and will continue to monitor the situation.

Cllr Sue Latham confirmed that the large pothole in the area in front of 10-13 King Street was due to be dealt with by Highways at LCC in April 2021 when additional funding became available. Mr Ian Coles agreed to chase this up.

Cllr Sue Latham also mentioned that there are certain grass areas in the village that have not been attended to. She has the contact details of a footpath officer at LCC and will pursue this further.

11. CEMETERIES

Following the removal of the metal gates at the entrance to the cemetery last year, we planned to have these repaired in the 2021/22 financial year by B & R Fabrications following all the quotations that we received. However, certain residents had commented that having an 'open' entrance made the cemetery more welcoming. It was agreed that this should be discussed further at the Annual Parish Meeting on Monday 21 June 2021. Mrs Alison Ireland also pointed out that, if we did decide to repair them, she knew of someone in the village who could provide us with an additional quotation.

Woodcraft Tree Services had previously offered us an additional half-day of work at no extra charge after completing the work they did earlier in the year in a shorter time than previously anticipated. It was agreed that we should review this over the summer and decide on the actual work required which could be carried out in the Autumn.

Cllr Sue Latham and Cllr David Ward discovered that there was a broken manhole cover in the cemetery which needed repairing. We were able to do this at minimal cost as Mr Dick Latham offered to provide his services free of charge and we thank him for his generosity in this respect.

Mr Ian Coles advised that he had been contacted again by the Valuation Office Agency requiring various information about the cemetery in respect of size, used and available plots etc. He met up with Cllr Sue Latham in order to do this and we were able to supply them with the various details that they needed.

12. GARY'S GARDENS

As agreed at the last meeting, Mr Ian Coles advised Gary that we would be pleased to continue using their services for grass cutting etc in the village. This will be reviewed again in early 2023.

A resident has contacted Mr Ian Coles to ask for more information on the weedkiller that Gary uses in various areas of the village. This information was obtained and supplied to them.

13. PLANNING

There have been two applications since the last meeting:-

S21/0448 – A proposed single storey rear extension at Suliven at Church Lane which has been reviewed by councillors who had no comments or objections. Planning permission was granted on 17th May 2021. Following this, the architect engaged in the project has contacted Mr Ian Coles as he feels that there is a boundary wall which may be impacted and has asked the Parish Council to sign a document agreeing any necessary alterations. This was discussed further and it was felt that we should not be required to do this. It was also suggested that the wall in question is likely to be owned by the Parochial Church Council. Mr Ian Coles will respond to the architect with these comments and will advise of any further correspondence received.

S21/0564 – Removal of a tree at Mill Spinney in Church Lane which councillors reviewed and had no comments or objections, Planning Permission was granted by SKDC on 5th May 2021.

14. BUS SHELTER

At the last meeting, we discussed a number of options for repairing the bus shelter following a risk assessment and concluded that a safety inspection would be required, albeit that this could be carried out by a contractor who is able to undertake the repair for us.

Mr Ian Coles contacted Delaine, the bus company, to see if they would be able to assist us but, unfortunately, they do not have any available funds to do so. However, they recommended contacting LCC as they were previously offering grants to parish councils for this. Mr Ian Coles did this although the scheme for the 2020/21 year had now finished. However, they have recently advised that a similar scheme will be in operation for 2021/22 and an application form is awaited from them.

Cllr David Ward advised that he had contacted an independent contractor to obtain their views on repairing it. Cllr Ish Kamran also agreed to examine this and provide us with his thoughts.

It was agreed that we would review the matter again at the next meeting.

15. FINANCE

Mr Ian Coles confirmed that accounts have been prepared for our year to 31st March 2021 which have now been inspected and agreed by Mrs Louise Cooke, our internal auditor. Louise pointed out that it would be good practice to publish details of our budget, any significant changes in expenditure each year and that we might wish to consider publishing more frequent details of our financial position on our website which we will look to implement. It was agreed that we should purchase a voucher to the value of £25 for Louise to express our thanks for undertaking this for us.

The usual Annual Governance and Accountability Return (AGAR) has been completed and agreed and was signed by the Chairman and the Responsible Financial Officer. Mr Ian Coles will arrange for the appropriate details to be sent to the external auditor, PKF Littlejohn and for the usual information to be published on our website. As our annual income and expenditure is less than £25,000 per annum, we are able to sign a Certificate of Exemption to be exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015. A Notice of Public Rights will also be put on both our notice board and website before Monday 14 June 2021, the date from which residents can ask to inspect accounts records, up until Friday 23 July 2021. A Financial Report, along with a separate Chairman's Report will also be published on our website shortly.

Following the resignation of two councillors who were signatories to our bank accounts, we have added Cllr David Ward as a new signatory. It was also agreed that Cllr Steve Snell, as Vice Chairman, should be the other signatory and Mr Ian Coles will organise the procedure with Barclays to effect this.

The bank balances in our current and deposit accounts are £540.44 and £4,100.35 respectively. At our year end (31st March 2021), our balances were £88.93 and £100.35 respectively. Since the last meeting, we have received £0.07 in bank interest and £6,000.00 in respect of the annual precept from SKDC. We have paid £589.00 to Gary's Gardens (of which £240.00 relates to the Tinsley Field and will be reimbursed in due course), £1,740.39 for gross salary payments to the clerk plus monthly expenses of £104.00, £82.30 to LALC for our annual membership, £53.79 to SKDC for council tax in respect of the cemetery and £28.84 in respect of materials to repair the manhole cover in the cemetery.

At the last meeting, it was agreed that we should look at our asset register and decide if there were other items that should be included on this, in addition to the phone box and the speed indicating device; the only two items currently shown. Mr Ian Coles confirmed that BHIB Councils Insurance have a digital mapping tool which may assist us in this respect so he will investigate this further and confirm the position to councillors.

16. INSURANCE

Back in 2018, we entered into a 3 year agreement with our insurance brokers, Came & Company, to limit increases in premiums during this period. As this has now expired, the annual premium quoted has increased from £347.05 last year to £574.24 using Pen Underwriting Limited. Mr Ian Coles contacted BHIB Councils Insurance who had offered to provide us with an alternative quotation and we have now received a comparative quote for £402.47 using Aviva. Furthermore, if we take up an option for another 3 year agreement, the premium this year reduces to £380.03. This information was circulated to councillors in advance of the meeting and following discussions, it was proposed by Cllr Sue Latham that we effect this switch and seconded by Cllr Iain Gowans, with all in favour of taking up the 3 year agreement as well. Mr Ian Coles will make the appropriate arrangements to do this.

17. CORRESPONDENCE

We have been contacted by Mr Brian Small who asked if an election would now be held following the recent resignations of two parish councillors. Mr Ian Coles has confirmed to him that this is only required if SKDC received 10 written requests from residents to do so. Appropriate notices regarding this were published on both our notice board and website but SKDC confirmed that no requests were received. As a result, the remaining parish councillors discussed the merits of the candidates who had put themselves forward and co-opted Mr Iain Gowans and Mr Ish Kamran as new councillors at the Extraordinary Parish Council Meeting held on Thursday 29 April 2021.

Mr Ian Coles also advised that he had received an e-mail from a resident in respect of dead wildlife in the village which needed removing. This is the responsibility of Highways at LCC but, on this occasion, we did take action ourselves. Cllr Sue Latham suggested that we should consider putting a link on our website for residents to contact if a similar request was received in the future.

18. ANY OTHER BUSINESS

The Annual Parish Meeting is to take place on Monday 21 June 2021 at 7 p.m. in the village hall when we hope that all restrictions will be lifted so that attendance is not required to be limited. Cllr David Ward and Mr Ian Coles have prepared notices for both the website and the notice board and also for distribution to each resident’s homes. These will be finalised and issued / distributed shortly.

Cllr Ish Kamran suggested that we should look to amalgamate our content on our Parish Council Facebook page with that of the main West Deeping Facebook page as the latter is more widely used by residents. It was felt that this was a good idea so he will liaise with Mr Ian Coles on this so that we can make the appropriate arrangements.

At the Extraordinary Parish Council Meeting held on Thursday 29 April 2021, our thanks were noted to Mr Colin Blagrove and Mrs Maggie Ashcroft for their previous service on the Parish Council. It was deemed appropriate that we should reiterate our thanks at this meeting as well.

19. DATE OF NEXT MEETING

Following the Annual Parish Meeting on Monday 21 June 2021, dates for our future Parish Council Meetings were agreed as follows:-

- Monday 16 August 2021
- Monday 15 November 2021 (Village Hall unavailable so subsequently changed to Monday 8 November 2021)
- Monday 7 February 2022

All meetings to start at 7.00 p.m.

There being no further business the meeting closed at 5.01 p.m.

Chairman: _____

Date: _____