

SCOTTER PARISH COUNCIL

Minutes of a Meeting of the Council held on 21st April 2008

PRESENT: Councillor C. Day (Chairman), Councillors M. Armstrong, B. Billam, J. Bullivent, D. Capes, J. Fillingham, S. Rayner and A Sheardown, M. Brown (Clerk).

With no members of the public present, the meeting commenced at 7.32pm.

1 2008/09 : To receive and approve apologies for absence

Apologies were received from Councillors Allen and Brown. Unanimously agreed, it was

RESOLVED : To accept and approve the apologies from Councillors Allen and Brown.

No apologies had been received from the Ward Councillors. The Clerk reported that the District Council's full meeting was also taking place that night.

2 2008/09 : To receive declarations of interest

Councillor Day declared a prejudicial interest in relation to item 21 on the agenda (minute reference 21 2008/09) and stated his intention to withdraw from the room for the duration of the discussion.

Councillor Capes, as Vice-Chairman, will chair the meeting for this item. Councillor Sheardown declared an interest in relation to item 14 on the agenda (minute reference 14 2008/09) and Councillor Capes to item 20 on the agenda (minute reference 20 2008/09), with both Councillors declaring their intention to abstain from voting on the relevant matter.

3 2008/09 : To approve the notes of the Council Meeting held on 17th March 2008 as the Minutes of that meeting.

Unanimously agreed, it was :

RESOLVED : To approve the notes of the Council Meeting held on 17th March 2008 (as circulated) as the Minutes of that meeting. These were signed by the Chairman.

4 2008/09 : To consider whether the Council should include promotional images on its website and an area dedicated to Scotter in bygone days

The potential merits and demerits of including promotional material on the Council's website were discussed. As more information is required to allow a decision to be taken, the Clerk is to ask LCC for details of Councils that have opted to include promotions (for follow-up by Councillor Sheardown). Recognising the impact of the website on the Clerk's workload, the Council will consider the creation of a Website Management Committee during its Annual Meeting.

The Council then considered the creation of a "Nostalgia" page on its website, to provide a permanent record of Scotter's history via old photographs of the parish and its people. With all in agreement, it was :

RESOLVED : To create a Nostalgia section within the Council's website, to be managed by Councillor Sheardown.

5 2008/09 : To consider whether to enter Scotter into the Best Kept Village Competition 2008

The Council considered the letter from Community Lincs regarding the 2008 competition, the entry fee for which is £15 for a village of Scotter's size. With all in agreement, it was :

RESOLVED : To enter Scotter into the Best Kept Village Competition 2008

6 2008/09 : To consider the investment of £25k into a 3-month guaranteed investment bond.

With precept monies received in early April, the Council considered the Clerk's report on the opportunity presented to invest £25k in a guaranteed investment bond for a period of 3 months to generate interest at 5%, compared with 2.9% in deposit account. With all agreed, it was :

RESOLVED : To invest £25k into a 3-month guaranteed investment bond.

Initialled Chairman

7 2008/09 : To approve the renewal of the Council's insurance in the amount of £1556.63

The Council considered the paper provided by the Clerk, which analysed the renewal offer. With all agreed, it was :

RESOLVED : To approve the renewal of the Council's insurance in the amount of £1556.63 and to sign the cheque at the Annual Meeting, subject to receipt of the Asset Management Working Party's recommendation that the insurance cover is appropriate

To this end, the Asset Management Working Party will meet at 7pm on Tuesday 6th May 2008 to consider its recommendation.

8 2008/09 : To consider what further action is required in relation to Scotter Library

With the petition against the proposed changes to Scotter's library service by the County Council in circulation until Monday 28th April 2008, it was agreed that the Clerk should write to Mr Homer at LCC immediately thereafter, enclosing the petition and re-stressing the factors against the proposal. It was further agreed that the Clerk should respond to a request to site the mobile library at the village hall, informing LCC that permission to use the car park needs to be sought from Scotter Village Hall Association but also stating the Council's concern as to the logic of the proposal and asking (under the Freedom of Information Act 2000) for the relevant costs of running the mobile service compared with manning the existing library.

9 2008/09 : To approve the arrangements for the engagement of a litter picker and to consider the scope of work required.

The Council considered the Clerk's report on her recent meeting with WLDC to discuss the litter picking scheme, against the background of the unanimous support given by the Annual Parish Meeting to an ongoing financial commitment via Precept. As an advert for the post (which both parties hope will be filled by a local person with real pride in their community) will appear in the next edition of the Eau Valley Advertiser, the scope of work for the Parish Council's 4 hours per week needs to be formally determined. The Chairman and Clerk will produce a paper on this for approval of the Council.

10 2008/09 : To receive a report from the Cemetery & Allotments Working Group on its recent safety inspection of the cemetery

Members of the Cemetery & Allotments Working Group inspected the cemetery and confirmed that there were no matters of a safety concern to report on this occasion. The Chairman responded to two queries raised in respect of issues associated with the hedges of adjoining properties, explaining the action taken. Prior to the next meeting, Councillors were asked to inspect the post and wire fence on the cemetery's rear boundary and the Clerk instructed to obtain a copy of the deeds to the cemetery land from the Council's legal advisor.

11 2008/09 : To receive a report from the Clerk

The Council noted the report presented by the Clerk and made comment in relation to the following items :

75a 2004/05 & 47 2007/08: Public open space adoption and maintenance

The Council confirmed that it would have no issue with a simultaneous exchange of contract and completion in relation to the public open space at the Stamford Homes' development, subject to all required work having been prior carried out to its satisfaction. The Clerk was asked to raise with Stamford a further problem for remedial action, in that the trees planted in the space are in very poor condition and some may be dead.

234 2007/08 : Public open space, Site A, The Rookery

The Council noted that its legal advisor is having some difficulty in obtaining agreement on his proposed fees for the work in concluding an agreement for the Council to take over the public open

Initialled Chairman

space and agreed that its legal advisor's stance is both reasonable and appropriate and that it is up to the developer to decide whether or not to contract with the Council on this basis.

243 2007/08 : Scotton Parish Council's request for a 50mph speed limit on the A159 between Blyton and Scotter.

In light of the support for Scotton's request voiced at the Annual Parish Meeting, the Council agreed that it would be prepared to re-consider the issue as an agenda item at a future meeting but that it would be useful, prior to this, to obtain a copy of the response received by Scotton PC from LCC Highways.

11c 2008/09 : Church Lane tree

Councillor Capes commented that this excellent tree now seems to be in better health and that this factor proves the worth of pushing for expert scrutiny in such cases.

11e 2008/09 : Flag flying

Further to the discussion at the Annual Parish Meeting, the Council considered the request from Mrs Smith as to whether it would wish to influence the frequency at which flags are flown and decided that it should be a matter for the church to decide.

11f 2008/09 : Records queries

The Chairman instructed the Clerk to refuse non-specific requests for burial records searches received from non-parishioners (the records being available for inspection during office hours in any event). In the longer term, a link (via the website) to the software package being considered by the Cemetery & Allotments Working Party for the management of cemetery activities may allow on-line records searches.

12 2008/09 : To receive new correspondence not already included above

Items of correspondence (not already considered above and received prior to the April meeting) were placed on circulation to Councillors at the meeting. If the need arises to take action in relation to any of this correspondence, it will become an agenda item for consideration at a future meeting.

13a 2008/09 : To receive the Minutes of the Planning Committee meetings published since the last Council meeting and adopt the recommendations contained therein

The Council considered the minutes of the Planning Committee meeting held on 17th March 2008. With all agreed, it was :

RESOLVED : That the Council concurs with the actions taken by the Planning Committee and adopts the minutes of the Committee meeting held on 17th March 2008.

13b 2008/09 : To note the receipt of results from the planning authority

The Council noted the following results received from the planning authority during the month:

121538 8 Revill Close, Scotter – a planning application for a two-storey extension.

Granted

121500 3,5,7,19,21,23,25,27&29 Granary Fold, Scotter – a planning application to vary condition 16 of planning permission M02/P/0948 granted 18/06/2003 and condition 11 of planning permission M04/P/0129 granted 01/04/2004.

Refused

14 2008/09 : To approve payments to be made

The Council examined the accounts to be paid for supplies and services received since the last meeting. Agreed (with the exception of Councillor Sheardown who abstained), it was :

RESOLVED : That, in accordance with its powers under section 137 of the Local Government Act, 1972, the Council will incur expenditure on a skip service which, in the opinion of the

Initialled Chairman

Council, is in the interests of the inhabitants of the Parish and will benefit them in a manner commensurate with the expenditure. Also, that the following payments should be approved.

<u>CHEQUE</u>			<u>NET</u>		<u>TOTAL</u>
<u>NO.</u>	<u>TO WHOM PAID</u>	<u>PARTICULARS OF PAYMENT</u>	<u>VALUE</u>	<u>VAT</u>	<u>PAYMENTS</u>
401840	HM Revenue & Customs	PAYE & NI, Month 12	338.68	-	338.68
401841	Mrs M. Brown	Wages	501.62	-	
		Postage	3.76	-	
		Mileage	4.00	-	
		Rent for Susworth notice board	1.00	-	
		Playground training course fee	7.00	-	517.38
401842	Mr. J. Lyon	Wages	419.54	-	419.54
401843	Thompson Waste Mgt	Skip service -St Peters Rd (06/03)	112.00	19.61	131.61
401844	Spencer's Garage	Fuel	70.20	12.28	82.48
401845	Scotter Junior FC	Donation towards grass cutting costs	143.94	-	143.94
401846	Eau Community Centre	Donation towards landscaping work	863.63	-	863.63
401847	Matta Products (UK)	Safety surface beneath see-saw	1755.00	307.13	2062.13
401848	SVHA	Office & meeting room hire, Q4 07/08	236.25	-	236.25
Direct Debit	Tiscali	Broadband/phone calls, Feb 08.	25.40	4.45	29.85
401849	Anglian Water	Water rates, S'thorpe allotments, 6mnths	21.06	-	21.06
401850	Thompson Waste Mgt	Skip service - Dar Beck Rd (03/04)	194.00	33.95	227.95
401851	LDTBF Ltd	6 months rent for Parsons Field	5.00	-	
		6 months rent for access way	0.50	-	5.50
401852	Community Lincs	Entry fee to BKV competition	15.00	-	15.00
401853	West Lindsey CAB	Donation	100.00	-	100.00
401854	ICCM	Corporate membership, 2008/09	75.00	-	75.00
401855	Scotter Tennis Club	Donation	1500.00	-	1500.00
TOTAL PROPOSED PAYMENTS			6,392.58	377.42	6,770.00

15 2008/09 : To note income received during March 2008 and to approve the year-end cash book and its reconciliation to the bank statements

The Council noted the income received during March 2008. It then examined the cashbook as at the end of March 2008 and its reconciliation to the bank statements. With all agreed, it was :

RESOLVED : That the cashbook at the end of the financial year 2007/08 should be signed by the Chairman and Clerk as a true record.

16 2008/09 : To approve the appointment of R.N. Store to carry out the internal audit for 2007/08

The Clerk informed the Council that the external audit of the 2007/08 return has been called by Clement Keys for 4th August 2008 latest. In considering the re-appointment of R. N. Store as the internal auditor for these accounts, the Council considered the effectiveness of its system of internal audit, including R. N. Store's previous adherence to the Council's scope of work for the audit, its independence of the Council's activities, its professional standing and high degree of competence in such auditing, its experience of working with and its understanding of the local government sector and the effective relationships maintained between the Clerk/RFO and the assigned auditor. With all agreed, it was :

RESOLVED : That the Council's system of internal audit, as carried out by R.N. Store, is effective and that the Council approves the appointment of R. N. Store as internal auditor for the 2007/08 annual return.

17 2008/09 : To agree a date for the Annual Meeting of the Council

Considering the date of the election and with all agreed, it was :

RESOLVED : That the Annual Meeting of the Council be held on Monday 12th May 2008.

Initialled Chairman

18 2008/09 : To take any points from members, identify items for the next agenda and to note urgent items of interest.

18a The mis-use of the grass verge on the corner of Orchard Avenue and Gainsborough Road (by the sale of a private vehicle) is hampering road safety and will be reported to LCC Highways. The Chairman will raise the general problem of people using the public highway to make private sales with the Community Beat Officer.

18b It was reported that Ward Councillor Underwood-Frost has suggested that the Environment Agency is planning to take action to dredge the River Eau, remove vegetation, etc. The Chairman, Clerk and two members of the Council are meeting the engineering company engaged by the Environment Agency to carry out a pilot study of Scotter on 30th April 2008.

18c The Council's representative reported that he had been invited to a meeting in relation to the temporary postponement of the abolition of the Scotter Drainage Board (as a result of representations made by two parties). As the Council had raised no issue in respect of the abolition, his intention is to listen but not comment.

18d Signage placed at different parts of the public footpath by the new managers of the convenience store on High Street could pose a danger to the visually impaired. The Chairman will speak with the shopkeeper.

19 2008/09 : To resolve whether, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press should be temporarily excluded from the meeting for the following items of business on the grounds that they involve the finalisation of commercial contracts.

With all agreed, it was :

RESOLVED : That, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press should be temporarily excluded from the meeting for the following items of business on the grounds that they involve the finalisation of commercial contracts.

With the public and press excluded :

20 2008/09 : To agree a contract for the painting of playground equipment and seating

The Council considered the paper provided by the Clerk summarising the tenders received for the work. Agreed (with the exception of Councillor Capes who abstained), it was :

RESOLVED : To place a contract with W. Ayris & Sons, at its quoted price, for the painting of the playground equipment and seating.

Having previously declared a prejudicial interest in relation to the next item of business, Councillor Day left the meeting room at this point, with the Vice Chairman taking the Chair.

21 2008/09 : To agree a term contract for pruning, garden waste clearance and associated emergency work

The Council considered the paper provided by the Clerk in relation to the contract. With all present agreed, it was :

RESOLVED : To place a new contract for a period of 2 years for pruning, garden waste clearance and associated emergency work with the incumbent contractor at its quoted price.

The Vice-Chairman declared the meeting closed at 8.55pm.

Clerk:

Chairman:

Date: