

Scopwick and Kirkby Green Parish Council

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Minutes of the meeting of Scopwick and Kirkby Green Parish Council held on 30th March 2021 at 7pm. The meeting was held online.

Present: Cllr Janet Flett (Chairman), Cllr Tim Banks, Cllr Owen Davies, Cllr John Money, Cllr David Nelson, Peter Reeds (Neighbourhood Planning Group Chairman), Charles Kerrigan (Neighbourhood Planning Group Secretary)

In attendance: Jules Wilkins (Clerk and Proper Officer)

11/21. Chairman's welcome

Cllr Flett welcomed all present to the meeting and noted the absence of Cllr Brackenbury

12/21. Apologies for Absence and Reasons Given

Cllr Philip Baumber submitted his apologies for absence which was due to work commitments.

13/21. Declarations of Interest

Cllr Banks declared an interest in item 5 (Neighbourhood Plan Consultation Report)

14/21. Minutes of Previous Meetings

Minutes of the Parish Council Meetings held on the 24th November 2020 and 25th January 2021 were accepted and it was **RESOLVED** to adopt the minutes as a true record.

15/21. Neighbourhood Plan Consultation Report

Cllr Flett noted members had received the report and invited comment from Peter Reeds and questions from members. Cllr Money enquired whether the RAF Digby married quarters were included in the consultation. Peter Reeds responded that only the quarters on The Oval are within the parish (the married quarters on the other side of the camp entrance are in the Ashby parish).

Peter Reeds referred to the publication of the results on the parish website and potential restrictions under GDPR. The Clerk informed the meeting that non-personalised information is not subject to GDPR and therefore can be published, but care should be taken if using direct quotes from the survey as consent was not sought for publication and some individuals could be identified by their statements.

Cllr Flett requested a vote on the proposal within the paper. All councillors present voted in favour and it was therefore **RESOLVED** that all the sites be allocated for development within the draft Neighbourhood Plan (subject to the comments of the retained consultant as to the likely view of the Inspector).

Peter Reeds and Charles Kerrigan left the meeting.

Clerks Report

(a) Matters Outstanding

- (i) Commission NKDC tree survey of Kirkby Green** – This was discussed with NKDC and Cllr Baumber and it has been agreed to incorporate Kirkby Green into the next survey for Scopwick (early 2022)

- (ii) **Cllr Nelson to obtain 3 quotes for trees and final planting plan to be agreed outside the meeting** – Following consideration of the quotes, the trees were purchased from DoubleYew Nurseries and planted by members of the Parish Council and other volunteers on 20th March 2021. An application has been made to LCC for a Community Wildlife Grant to cover most of the cost of the trees (£500). Cllr Flett thanked the volunteers for their work on the tree planting.
- (iii) **Cllr Nelson to work with Parish Clerk to respond to LCC regarding proposed verge works on Brookside** – The planned works were cancelled following feedback from the Parish Council and Cllrs Flett and Nelson and the Clerk had a site meeting with an LCC representative to discuss a revised plan. It was agreed that an unobtrusive kerb that is sympathetic to the conservation area and includes gullies would be appropriate.
- (iv) **Clerk to make enquiries with NKDC regarding litter picking during lockdown** – NKDC advise against any group activities during lockdown. However, individuals can carry out litter picking whilst taking exercise and Cllr Flett has made equipment available for collection. Several people have been litter picking whilst out walking and a total of 6 sacks of litter has been collected. Cllr Flett recorded the Parish Council’s thanks to those people who have been litter picking. Cllr Davies raised concerns regarding the thistles in the area beyond the allotments in Scopwick. Cllr Nelson agreed to help Cllr Davies work on this.

(b) Village Hall Committee Report

Cllr Flett noted members had received a written report regarding the Village Hall and confirmed that the hall is due to reopen for use from 17th May, having been risk assessed as able to operate within the required Covid-19 restrictions. Cllr Nelson suggested that new disabled access to the main entrance should be considered alongside the planned work on the brickwork at the entrance. Cllr Flett agreed she would take the matter to the Village Hall Committee for consideration.

(c) Playing Field Committee Report

The Clerk reported that the second phase of new play equipment is almost complete. Most of the new equipment has been installed and new turf laid. It is expected that the remaining work will be completed in time to reopen the park for Easter weekend. A summer event to launch the new play park has been discussed and provisionally agreed for 26th June 2021.

Consideration is being given to additional equipment including new football goals and adult exercise equipment. At this stage potential sources of grant funding and equipment costs are being gathered for consideration.

(d) Community Speed Watch Report

Covid-19 restrictions have prevented any Community Speed Watch sessions taking place over the last year. However, LRSP have now lifted these restrictions (provided groups can observe social distancing) and a session is being arranged in the next few weeks.

Data from the Speed Indicator Device from 22nd January to 19th March, currently located on Main Street, Scopwick, was supplied to members prior to the meeting.

There were no questions or comments on this item.

(e) Police Report

In January 2021 a total of 62 crimes were reported in the Sleaford Rural North area of which the most commonly reported were Anti-social behaviour (29), Violence and sexual offences (19), Criminal damage and arson (4) and Burglary (3).

There were no questions or comments on this item.

(f) District and County Councillor(s) Reports

County Councillor Kendrick provides monthly reports and the parish council receives regular news from North Kesteven District Council.

There were no questions or comments on this item.

(h) Clerks Items for Noting

The Clerk informed the group of the condition of the noticeboards at Kirkby Green and Scopwick. The Kirkby Green noticeboard is missing a latch part and cannot be repaired due to the part being discontinued. All latches could be replaced but this is likely to affect the appearance of the doors and would accrue a cost. Both noticeboards would benefit from general maintenance to protect the wood. Cllr Flett responded that the latches should not be replaced at this point as the broken latch is not affecting items on the noticeboard. However, she confirmed that maintenance is required and stated she would seek volunteers to undertake the work before agreeing to securing the work at a cost. Other members present agreed and it was **RESOLVED** to seek volunteers to undertake maintenance work on both noticeboards.

16/21. Financial Matters

(a) To approve accounts summary and payments

The members noted the budget statement and payments made since the last meeting:

Co-operative Bank current account:	£ 3,396.86
Co-operative Bank deposit account:	£22,010.65
Total funds:	£25,407.51

i) Receipts and payments from 20th January to 22nd March 2021

29/01/21	H Metcalfe NP consultancy fees	£1500.00
29/01/21	Parish Clerk salary and expenses	£ 426.80
01/02/21	LALC (website charity donation)	£ 50.00
16/02/21	S Flett (Parish website expenses)	£ 29.95
26/02/21	Parish Clerk salary	£ 406.80
26/02/21	C Kerrigan (NPG expenses)	£ 41.88
26/02/21	Aviva Investors (KG Defib Grant)	£1500.00
08/03/21	Westgate Print (NP survey)	£ 254.51
16/03/21	DoubleYew Nurseries (trees)	£ 604.80
19/03/21	Groundwork UK (repay unspent grant)	£ 78.71

19/03/21 Parish Magazine Printing (newsletter) £ 57.21

It was **RESOLVED** to approve the following payments to be made before the next meeting:

31/03/21	Parish Clerk salary and expenses	£ 456.80
01/04/21	LALC Annual Training Scheme	£ 120.00
01/04/21	LALC/NALC membership subscription	£ 231.62
01/04/21	CPRE subscription	£ 36.00
01/04/21	Parish website domain & SSL	£ 52.80
01/04/21	Cemetary donation	£1,100.00
30/04/21	Parish Clerk salary and expenses	£ 456.80
30/04/21	Play park invoice 2 (VAT only)	£3,962.00
30/04/21	AC Walker play park ground works	£2,660.00
30/04/21	Grass cutting	£ 450.00

17/21. Planning Matters

The following new planning applications have been received since the last meeting:

Replacement windows to rear elevation of property - 5 Main Street Scopwick Lincoln Lincolnshire LN4 3NR Ref. No: 21/0152/LBC | Received date: Tue 02 Feb 2021 | Status: Pending Consideration | Case Type: Planning Application

Application for a non-material amendment following the grant of planning permission 17/1319/FUL (Conversion of existing outbuildings into 2no holiday lets). Installation of patio doors to north and south elevations. - 9 Main Street Kirkby Green Lincoln Lincolnshire LN4 3PE Ref. No: 21/0214/PNMAT | Received date: Tue 16 Feb 2021 | Status: Prior approval not required (decision 9/3) | Case Type: Planning Application

Demolition of existing flat roof garage and erection of single and two storey extensions. - 1 Mill Cottages Heath Road Scopwick Lincoln Lincolnshire LN4 3JB Ref. No: 21/0091/HOUS | Received date: Fri 22 Jan 2021 | Status: Pending Consideration | Case Type: Planning Application

The following planning decisions have been made since the last meeting:

Proposed single storey rear extension - 13 The Granaries Scopwick Lincoln Lincolnshire LN4 3NJ Ref. No: 20/1798/HOUS | Received date: Wed 16 Dec 2020 | Status: Approved (1/3) | Case Type: Planning Application

Proposed replacement timber painted window frames - Benromach 4 Manor Farm Barns Church Lane Kirkby Green Lincoln Lincolnshire LN4 3PF Ref. No: 20/1564/HOUS | Received date: Mon 16 Nov 2020 | Status: Approved | Case Type: Planning Application

Proposed replacement timber painted window frames - Benromach 4 Manor Farm Barns Church Lane Kirkby Green Lincoln Lincolnshire LN4 3PF Ref. No: 20/1565/LBC | Received date: Mon 16 Nov 2020 | Status: Approved | Case Type: Planning Application

18/21. Correspondence

Cllr Flett noted members had received the list of correspondence since the last meeting and there were no items of note. Cllr Davies enquired when the work on the beck footbridges was due to start and whether the parish council had received a response from LCC Highways to the concerns raised about the material being used. The Clerk confirmed the work was due to start in late April and was planning to email them the following week to confirm start dates. The Clerk also confirmed that a response was received to the concerns raised and forwarded to all councillors with a request to inform the Clerk if they wished to pursue the matter further. No responses had been received to date.

Cllrs Nelson and Davies expressed dissatisfaction with the materials used for the handrails, questioning the environmental impact of a non-recyclable material and the suitability of using such materials in a conservation area, particularly as the handrails are not an item subject to particular deterioration (the footbridge supports are the more vulnerable areas). It was **RESOLVED** that the Clerk write to LCC Highways to raise these concerns next week and take advice from the Conservation Officer.

19/21. Matters for Resolution

(a) Financial Regulations review

The Financial Regulations approved by the Parish Council in June 2020 has been reviewed following national changes and was presented to the meeting for approval. It was **RESOLVED** to approve the revised Financial Regulations.

(b) Village Newsletter

Cllrs Flett and Banks informed the meeting they had received positive feedback on the newsletter recently provided for every household. All members present agreed the newsletter should be continued and it was **RESOLVED** that an edition would be produced twice a year in the Spring and Autumn.

(c) Future Parish Council Meetings

(i) Return to 'in-person' meetings

A discussion took place regarding the decision not to extend the emergency legislation allowing online council meetings beyond 6th May 2021. This could have an impact on the scheduled Parish Meeting and Annual Parish Council Meeting due to be held on 18th May 2021. Councillors expressed concerns regarding the impact if the lockdown easing measures due on 17th May are delayed. Cllr Banks proposed that the Parish Meeting and Annual Parish Council Meeting take place online between 4th and 6th May 2021. Cllr Money seconded this proposal. It was **RESOLVED** that the Parish Meeting and Annual Parish Council Meeting take place via Zoom on Tuesday 4th May 2021.

(ii) Future meeting papers

Cllr Flett proposed that the current arrangements regarding email provision of Parish Council meeting papers and the use of electronic devices to view them is continued once in-person meetings are resumed, with any councillor preferring physical copies taking responsibility to print the papers themselves. This change will provide benefits in terms of efficiency (document management and delivery to councillors), economy (printing costs) and environment (use of natural resources).

All members present were in agreement and it was **RESOLVED** to continue with email provision of papers when face-to-face meetings resume.

20/21. Date of Next Meeting

Following the decision at 19/21 (c)(i) the Annual Parish Council Meeting will take place on Tuesday 4th May 2021, following the Parish Meeting which will commence at 6.30pm.

Cllr Davies enquired about the Parish Council's satisfaction with the responses received at the Scopwick Groundwater Task and Finish Group Meeting. There was a general discussion about the concerns regarding Anglian Water overpumping at Kirkby Green which does not require permission from the Environment Agency once the licence was obtained. It was **RESOLVED** to place this on the agenda for the Parish Meeting to assess the level of concern amongst parishioners. Cllr Flett stated that this would require discussion with Cllr Baumber.

Minutes submitted by:
Jules Wilkins, Clerk and Proper Officer.

Email: clerkscopwick@gmail.com