

# Scopwick and Kirkby Green Parish Council

## Meeting Minutes

### 30th May 2017, Scopwick Village Hall

#### 29/2017 Public Forum

Three members of the public were present and raised the following issues:

- (a) The future of the Limes Care Home. Although closed as a care home there are people in the buildings apparently decorating. The Parish Council had received no notification of the future use of the buildings, any change of use from a care home would require planning consent.
- (b) The Parish Council sent a letter to the Local Authority during consultation on the Central Lincolnshire Plan in 2013. This letter was based on the Questionnaire produced in 2012 as part of a Parish Plan. The questionnaire had a 67% response rate and as such was representative of the views of those living in the parish at that time. These documents could be used as the basis for any neighbourhood planning exercise and can be viewed on the parish council website.
- (c) The key to moving forward with the neighbourhood plan is the involvement of the community in forming a steering group. Following the Annual Parish Meeting and the presentation on Neighbourhood Plans the question was asked whether there had been sufficient interest shown to take this forward. This item was to be discussed later in the meeting.

#### 30/2017 Opening

The Chairman welcomed all those present at the meeting. PCSO Page was unable to attend the meeting but had sent a police report to the Clerk. In summary, since 30<sup>th</sup> April 2017 the only incident reported had been a theft of garden pots, plants and garden waste.

#### 31/2017 Present

Cllr Philip Baumber (Chair)    Cllr John Woodward  
Cllr Janet Flett (Vice Chair)    Cllr Tim Banks

County Cllr Rob Kendrick  
District Cllr Steve Clegg

Officer: Mrs J Moran (Parish Clerk)

Apologies received from Cllr David Nelson.

#### 32/2017 County and District Councillor Reports

**Cllr Clegg** referred to his written report to be published with the Minutes. He mentioned the NK Community Champions Award which for this year has a new category of 'contribution to a particular organisation or group'. Deadline for nominations is the 8<sup>th</sup> September; further details and nomination forms on the NKDC website.

**Cllr Kendrick**, the new County Councillor for this area will be involved in the following committees: children and young people, health scrutiny and adult wellbeing scrutiny. He has been briefed on the recent restructuring of the Highways Department and will be meeting with the Highways Officer responsible for Scopwick and Kirkby Green. He was asked whether there is a named individual as a point of contact within the department for highways issues. Cllr Woodward expressed concern that the schedule of repairs to the roads and footpaths around Scopwick and Kirkby Green presented the the department has not been actioned. Cllr Kendrick said that he understood that the department were reintroducing regular visits by highways officers to local communities. He will check if and when a visit can

be arranged to this parish and confirm the name and contact details of the highways officer for this area.

### **33/2017 Declarations of Interest**

No declarations of interest nor written requests for dispensations were received relating to items on the agenda.

Following her appointment as Vice Chair at the Annual Meeting on the 16<sup>th</sup> May 2017, Cllr Flett signed the declaration of acceptance of office.

### **34/2017 Notes of the last meeting**

Notes of the following meetings were approved by the Councillors present at those meetings and signed by the Chair as the Minutes: Parish Council Meeting 27<sup>th</sup> March 2017; Special Parish Council Meeting (Planning) 25<sup>th</sup> April; Parish Council Annual Meeting 16<sup>th</sup> May 2017.

### **35/2017 Reports**

#### **Clerk**

(a) The annual audit had highlighted the need to consider the future spending of an amount of donated money held in a separate 'parish improvement account'. The sum of just over £1800 had been received in part from Peter Baumber and in part from the estate of a deceased parishioner. Mr Baumber had expressed a wish that some of the money be used to fund an information board in Kirkby Green similar to the one next to the beck on Brookside in Scopwick. Mr Baumber will be consulted and consideration given to suitable projects for these funds.

(b) Feedback forms from the Annual Parish Meeting had raised the following issues:

- the wildflower/biodiversity area on the village green had been described as an 'eyesore' and a request had been made for its removal.
- the inadequacy of the drainage system and in particular the problems experienced by residents at the far end of Scopwick Village.

The Clerk will look into both these issues and report back at the next Parish Council Meeting in July.

(c) Since the Annual Parish Meeting two people have requested application forms to become Parish Councillors.

#### **Planning Committee**

The Clerk handed out a summary of applications received since the parish council meeting at the end of March. The planning committee will meet on Tuesday 6<sup>th</sup> June to consider the application reference 17/0573/FUL and 17/0573/LBC (Scopwick House). An agenda for the forthcoming meeting was circulated.

#### **Playing Field Committee**

Cllr Baumber reported that new bark had been ordered and thanked the Playing Field Committee for their work in spreading the bark chippings in the play area. The next meeting of the Committee on the 3<sup>rd</sup> July 2017 will be chaired by Cllr Nelson.

#### **Village Hall Committee**

Cllr Flett said that a joint fundraiser to benefit both the Village Hall and the Playing Field will take place on the evening of Tuesday 13<sup>th</sup> June. The Pro Musica string orchestra proved very popular last year and tickets are available for just £5 each or £10 for a family of four. Cllr Flett has tickets for sale and can be contacted on 01526 321611.

Other events include a village picnic on Sunday 18<sup>th</sup> June (Father's Day) in the Village Meadow at the rear of the Village Hall.

#### **Footpaths and Highways**

Cllr Woodward will update and forward the schedule of necessary works to the Highways Department sending a copy to Cllr Kendrick. He highlighted the issue of the footpaths crossing the land farmed and maintained by Cllr Baumber. They are becoming overgrown and require attention.

### **Grass Hedges and Trees**

The additional grass cuts in the new contract have noticeably improved the appearance of the village at this time of year when the grass is growing rapidly. In view of the picnic in the village meadow an additional cut to this area will be necessary and the Clerk will contact the Contractor.

### **Health and Safety**

Cllr Banks had agreed to take responsibility for this area and will work on a new risk assessment policy and procedure assisted by the Clerk.

### **36/2017 Correspondence**

A list of correspondence received by the clerk was circulated.

### **37/2017 Issues Considered:**

#### **(a) Dog bins.**

An updated quote had been received from Glasdon (suppliers recommended by NKDC) for two bins with metal posts and fixings to replace the existing bins on Beckside and Vicarage Lane. It was proposed, seconded and resolved to approve the updated quote dated 17/5/2017. The Clerk will place the order and arrange for delivery and installation.

#### **(b) Neighbourhood Plan.**

Following the presentation on Neighbourhood Planning at the Annual Parish Meeting, to date only 7 people had provided feedback on the question of whether they supported a plan and/or were prepared to assist in drawing up the plan. Of those, 3 said 'yes' to a Neighbourhood Plan for the parish and 4 were undecided. Community Lincs, who assist communities with neighbourhood planning, produced a checklist for parish councils considering a plan. The Clerk handed out the checklist to Councillors and asked that they research and complete the checklist before deciding on next steps at the next parish council meeting.

#### **(c) External Audit.**

All Councillors had received copies of the parish council accounts summary for 2017/18. It was proposed seconded and resolved to approve the accounting statements contained in the Annual Return for the year ended 31/3/2017. The Chair signed and dated section 2 of the Annual Return which will now be submitted by the Clerk to the External Auditor. Full copies of the accounts will be available to be viewed by any member of the public who wishes to do so from the 13<sup>th</sup> June 2017 until the 25<sup>th</sup> July 2017 by prior arrangement with the Clerk. A notice to this effect will be published on the website and noticeboards on the 12<sup>th</sup> June 2017.

### **38/2017 Finance**

The council resolved to approve the following payments:

Date	Payable to	Reason	Total
10/04/17	Scopwick Parochial Church Council	Cemetery grant for 2016	400.00
10/4/17	Hills Garden Maintenance	Grass cut	332.40
10/4/17	Hills Garden Maintenance	Grass cut	194.40
01/05/17	J Moran	Salary April 2017	406.87
02/05/17	Hills Garden Maintenance	Grass cut	332.40
16/05/17	Hills Garden Maintenance	Grass cut	332.40
22/05/17	Came and Company	Insurance premium	518.31
30/05/17	J Moran	Expenses April/May 2017	57.53
30/05/17	J Moran	Salary May 2017	406.87
30/05/17	Lincolnshire Association of Local Councils	Underpayment annual training scheme	20.00
30/05/17	Village Hall Committee	Hall hire 24/25 Apr 2017	30.00
30/05/17	Calico UK	Web domain name	24.00
30/05/17	Playdale Playgrounds	Cushionfall bark	864.00

### **39/2017 Items for agenda of next meeting.**

Suggested items include:

- (a) Highways and verge reinforcement
- (b) Village meadow
- (c) Neighbourhood Plan
- (d) Risk Assessment

### **40/2017 Date of Next Meeting**

Confirmed as Tuesday 25<sup>th</sup> July 2017 at 7pm in Scopwick Village Hall.

Minutes submitted by:

Jill Moran

Parish Clerk

Dorset House, Vicarage Lane, Scopwick 07512 234965

[clerkscopwick@gmail.com](mailto:clerkscopwick@gmail.com)