



DEEPING ST JAMES PARISH COUNCIL

The Institute, 38 Church Street, Deeping St James, PE6 8HD

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The minutes of the Deeping St James Parish Council meeting held in the meeting room at The Institute 38 Church Street Deeping St James PE6 8HD on Tuesday 19 August 2025 at 7.30pm.

Present: Parish Councillors Bowell, Dilks (County and District), Fowler, Hosking, Laws, Leader, Neville, Rose, Shinkins-Hoppe, Townsin and four members of the public.

The minutes were taken by the Parish Clerk

Open Forum/Public Participation

Two representatives from the Deepings Lions Club were spoke in support of the grant application for the Deeping Duck race charity event (item 26.50.5) This year the event was being sponsored by Hegartys Solicitors, other income would be from the sale of ducks and pitch hire. Deeping Canoeists and the Deeping reserve Fire Brigade would be assisting to avoid ducks getting tangled in weed and aide the flow, hoping for good weather and a breeze in the right direction.

A resident of Broadgate Lane advised that they had witnessed 2 near misses recently and said that some cars had been recorded travelling at 50MPH. They intend to contact LCC Highways but request that the Parish Council also do this to add weight. They also asked for the community speed watch initiative to be considered on a future agenda group.

County Councillor Dilks advised that he is a member of the Lincolnshire Road Safety Partnership and that the LCC Area Highways Manager would be visiting the Deepings on 15 September 2025, so he will raise this with both.

Councillor Shinkins-Hoppe advised that the community speed watch initiative had been considered by the Parish Council previously and at that point it had been decided not to pursue it due to concerns for the safety of the volunteers involved. She also stated that this initiative did not require parish council support, it could be set up by members of the public.

Another member of the public mentioned similar issues on Linchfield Road which he noted were going to be considered later on in the agenda (item 26.55)

All four members of the public left the meeting.

26.45 To receive and accept apologies where valid reasons for absence have been given to the Parish Clerk prior to the meeting.

Apologies had been received and were accepted from Councillors Burdock, Gilbert, Halls, Smith and Stevens

26.46 To receive declarations of interest under the Localism Act 2011 – being any interest in agenda items not previously recorded on Members' Register of Interests. Councillor Neville declared a pecuniary interest in agenda item 26.50.2

26.47 To approve the minutes of the previous meeting held on Tuesday 15 July 2025.

Agreed and signed

26.48 To receive the Clerks report and any updates from the minutes of the previous meeting.

-The DSJ Womens Institute have been advised of the requirement to purchase an irrigation system alongside the purchase of a fruit tree for the Orchard and also that the DSJPC maintenance team will assist with the planting of the tree

-A response was issued to SKDC's Tree Project Officer advising that DSJPC agreed in principle to the tree planting proposals and asking about the long-term maintenance plan for looking after them and whether DSJPC employees would be asked to assist with this. A reply has been received saying SKDC have budgeted for a private contractor to provide 20L of water per tree per week between 1 April and 30 September although they would appreciate any additional water the parish council can give especially in particularly dry spells to encourage the trees to thrive not just survive!

-Following the removal of the redundant SKDC Leisure Services sign within the grounds of the Deepings School Sixth form block a request has been sent to SKDC to arrange for the removal of the Leisure SK sign at the entrance to the Deepings School/former Leisure Centre car park on Park Road

-The DSJUC Clerk has arranged a meeting with the newly appointed Chief Executive Officer of Citizens Advice South Lincolnshire at 10.30am on Wednesday 20 August 2025 to review the outreach services provided in Deeping St James (at the Institute, paid for by DSJUC) and Market Deeping (at the Deepings Community Centre, paid for by DSJPC and MDTC). Councillor Neilson will attend to represent Market Deeping Town Council and for continuity as she did last year the Clerk will attend to represent DSJPC.

-A DSJ resident has contacted the Parish Council raising concerns about the trees on Scout Island. As Scout Island is privately owned and outside of DSJ Parish they resident has been directed the owners to discuss the issues.

-Deeping St James featured on Radio 1's Greg James and Jamie Laing's Great Summer Face Off on Tuesday 22 July 2025 where Councillor Laws was the point of contact between the Radio 1 Producer and the listener who arrived at the location (Jubilee Park)

-Following a report from a member of the maintenance team advising that two of the bars holding sections of the mural together had become loose I contacted SKDC who have confirmed they are responsible for the ongoing maintenance of the mural. They have said that they do not intend to take any action at the present time and to monitor the issue.

-The work to correct the issues raised in the RoSPA qualified independent operational play equipment inspections from August 2024 at the skatepark was completed during week ending 15 August 2025. Unfortunately, the newly repaired areas have been graffitied (some offensive) which is proving a challenge to remove.

-A response had been received from the Probation Service apologising for the delay in actioning DSJPC's request for the community payback team to visit the parish. They had advised that they are only able to provide a team on a Saturday which is not practical as there will be no-one at the Institute which is the venue to be used for welfare facilities. Then a representative contacted the Clerk on 19 August 2025 advising that a group are now available on a Tuesday. It was pointed out that although supervised due to more community service orders/less custodial sentences

being given the group will consist of medium to high-risk offenders. As a large amount of the work that the Parish Council would request the team to do would be near retail outlets, pre and primary schools, playgrounds and accommodation for elderly people it was agreed that this would not be pursued

-Several enquiries have been received from members of the public about overgrown hedges and fly-tipping, fly-posting, council house accommodation, ownership of land, planning enforcement – which have all been reported on www.fixmystreet.co.uk or referred directly to SKDC or LCC

-On Tuesday 12 August 2025 the limb of a tree fell from a neighbouring garden into the DSJ Cemetery. The resident was contacted and the tree has since been removed some by them and some by a tree contractor employed by DSJPC as the area was required to be made safe due to the risk posed and to provide dignity and respect to those visiting the memorial tablets the tree limb fell on.

26.49 To receive reports from the District Councillors and County Councillor.

Lincolnshire County Councillor

County Councillor Dilks referred to the LCC Area Highways Managers visit on 15 September where they would visit the site of the recent accident at Brewton Drive/Linchfield Road and also Hards Lane/Station Road which although re-surfaced twice is still not good. Councillor Laws requested that the path between Campions Drive and Brewton Drive was looked at whilst visiting Linchfield Road as despite that being re-surfaced it had split again (believed to be due to a main drain beneath it)

The LCC re-organisation with a slogan “One Council close to the communities they represent” is now out for consultation and Councillor Dilks would encourage everyone to respond

South Kesteven District Council

District Councillor Dilks advised that refuse collection routes are being revised across SKDC and the Deepings black, silver and purple lidded bin collection day would be changing from a Thursday to a Tuesday from 15 September 2025

Everyone was encouraged to respond to the draft local plan consultation which closes on Thursday 28 August 2025

As Chair of the local Royal British Legion branch Councillor Dilks thanked everyone who attended the VJ day 80 wreath laying on Friday 15 August 2025, especially Councillor Smith’s partner who did a reading. He also encouraged everyone to watch the YouTube video “Peters War” about 102 year old Deeping St James resident and Royal Navy Veteran, Peter Foxon, experiences during the second world war

26.50 Financial matters:

1a. To receive the minutes and any recommendations from the Finance Policy and Personnel committee held on Tuesday 12 August 2025.

In the absence of Councillor Gilbert Councillor Shinkins-Hoppe introduced the minutes from which there was one recommendation. The committee recommended that the financial regulations as amended under minute 26.20 of the meeting should be adopted. Councillor Bowell raised two points prior to the vote

- To note that should a new account be opened at the Hinckley and Rugby Building Society this should be added to point 6.1 of the financial regulations. Noted
- To consider having an investment policy as mentioned under point 12.3 of the financial regulations. This was considered by those present and as the wording

was may consider NOT should those present agreed that this was not necessary as the risk management policy and point 2.2 covered this

It was **RESOLVED** to adopt the amended Financial Regulations

1b. To receive and consider the CCTV policy.

It was proposed seconded and **RESOLVED** to adopt the CCTV policy drafted by Councillor Laws

2. To approve the payments for August 2025.

Payments totalling £28351.65 were proposed seconded and **RESOLVED**

3. To note the income for August 2025.

Noted.

4. To note the Local Government Pay Services Agreement 2025 has been reached.

The new pay rates apply to the positions of Parish Clerk/RFO and Assistant Clerk.

The increase of 3.20% per annum covers the period from 1 April 2025 to 31 March 2026.

Noted.

5. To consider the grant application from the Deepings Lions for funding for the Deepings Duck Race event on Sunday 7 September 2025.

It was proposed seconded and **RESOLVED** to grant the £508 requested which was to cover the costs relating to toilet hire, first aid cover and refuse collection.

26.51 Planning matters:

1. To receive the minutes and any recommendations from the Planning and Transport committee meeting held on Tuesday 12 August 2025.

Councillor Shinkins-Hoppe introduced the minutes of this meeting as in the absence of Councillor Smith she had taken the Chair. Attention was drawn to item 33.26 - to consider the new housing sites proposed as part of South Kesteven local plan review (including consideration of the advice from the Deeping Neighbourhood Plan Group). The Clerk had shared a letter from a member of the public which listed their comments and requested that they were taken into consideration within the Parish Council's response.

The following points were raised by the members of the Parish Council:

As well as the comments he made at the planning committee about the draft plan being weighted towards development in Deeping St James, Councillor Laws asked if something could be included to encourage retailers/businesses to come to the Deepings to support this additional residential development

Councillor Neville asked if there was support for the removal of Millfield Road Market Deeping from the plan and if so when and why had this been agreed

Councillor Dilks explained that the response against Millfield Road being included in the previous local plan was the biggest ever received (over 1600 signed the petition) so it was removed. Councillor Dilks continued saying that SKDC view Market

Deeping and Deeping St James as one, The Deepings. The current draft plan will allocate 170 houses to Market Deeping (a 7% increase in the number of dwellings) and 1700 to Deeping St James (a 60% increase in the number of dwellings). Whilst he acknowledges all the hard work the Deepings Neighbourhood Plan group have done the members of Deeping St James Parish Council represent the residents of Deeping St James so the Parish Council do have to put forward their own response.

Councillor Laws pointed out that development in Market Deeping does not have to be bound by the bypass as there is land on the other side of the by-pass that falls within Market Deeping parish boundary

Councillor Howell felt that Millfield Road is suitable for development as it is close to the town centre but also has better access to the by-pass for traffic to leave the town and which would likely lead improved bus services too

Councillor Dilks said that the Parish Council needed to decide if they accepted the DNP draft response - especially that Linchfield Road East land (SKPR-330) should remain in the plan, that Millfield Road should remain out of the plan and that the Priory Farm Land off Broadgate Lane (SKPR-307) should be removed being replaced by the land behind Braeburn Road (which has since been withdrawn)

Councillor Rose said that there was a lot of discussion about what was needed to support this level of development – schools health services, leisure facilities and traffic management but nothing said about what we needed to save – the historic bridges and the trees

Due to the time constraints and the fact that there are no further meetings prior to the consultation deadline the Parish Council agreed that Councillor Shinkins-Hoppe and Smith would re-write the Deeping St James Parish Council response taking into account all the comments provided. The response would be circulated with all the members of the Parish Council at the same time as the Clerk forwarded it to SKDC, before the deadline of Thursday 28 August 2025.

Councillor Shinkins-Hoppe then referred to the other three recommendations from the Planning and transport committee meeting

Minute 34.26 - It was **RESOLVED** that the Parish Council should seek advice from the SKDC Tree Projects Officer and the Woodland Trust about protecting the trees on the development site on the West of Linchfield Road (SKPR-37)

Minute 35.26 – It was agreed that Councillor Smith should put forward suggestions to amend the delegated powers of the planning committee and that the Clerk would check the legality of the changes requested.

Minute 37.26 - It was **RESOLVED** to apply for a tree preservation order for the Willow Tree on Broadgate Lane (on the highway verge near number 6a)

2. To consider the following planning application:

Application number: S25/1198

Applicant: Mr Karl Eve.

Proposal details: Change of use from agricultural and commercial yard to open storage.

Location: 49 Towngate East Market Deeping Lincolnshire PE6 8LQ..

[S25/1198 | Change of use from agricultural and commercial yard to open storage. | 49 Towngate East Market Deeping Lincolnshire PE6 8LQ](#)

It was **RESOLVED** not to object to this application but make the following comments requesting conditions be imposed

Due to the staggered crossroad on Towngate East at Linchfield Road and Swines Meadow Road the 40MPH speed limit signs currently in force further west on Towngate East should be extended

Due to the proximity of the entrance to 49 Towngate East to the above junction enhancements should be made to the entrance and signage should be installed to warn of slightly concealed entrance point.

26.52 To receive and/or consider the following correspondence:

1. Deepings Bowling Association – thank you for grant.

Noted

2. Flood Resilience Programme Coordinators at Lincolnshire County Council – How to report a flood posters to display.

The A4 posters had been added to some noticeboards and will be shared via the Parish Council's Facebook page

3. East Lindsey District Council and South Holland District Council "A Greater Lincolnshire for All".

The virtual meeting held at 6.30pm on Wednesday 20 August 2025 was attended by Councillors Neville and Shinkins-Hoppe.

4. Member of the Public – Raising concerns about dogs off leads at the open space off Hereward Way following an attack involving their dog and two others off lead with no owner recall.

The members agreed that in theory Public Space Protection Orders (PSPO) were a good idea however as there are only 3 Enforcement Officers covering the whole of South Kesteven District Council enforcement needs. It was proposed seconded and **RESOLVED** that a PSPO should not be pursued and this incident should be logged but if any other incidences arise the situation will be reviewed.

5. The Defib Store – Advising that it is becoming increasingly difficult to source replacement batteries and pads for the Lifepac CR Plus Automated External Defibrillator as it was discontinued in 2019 and offering alternative models as replacements.

This information was noted and needs to be taken into consideration when setting the budget and precept for 2026/27 as a replacement unit may be required

6. South Kesteven District Council – offering "Save a Life" sessions including CPR and AED training from Autumn 2025 to groups of 8 or more.

ACTION: The Clerk was asked to book a session as at least 6 Councillors present were interested in attending.

7. Environment Agency (Lincolnshire and Northamptonshire) – notification that their field team, their contractors or the Internal Drainage Board will be carrying out scheduled maintenance work for the Environment Agency over the summer months in your parish and or ward. Also included is advice about preparation for and responding to flooding.

This document was noted and Councillor Neville referred to the website floodmary.com which also provided information about preparing the responding to flooding.

8. Deeping Sports and Social Club – requesting a meeting to present their 3G all-weather sports pitch project.

ACTION: The Clerk was asked to invite them to do their presentation at the Recreation and open spaces committee meeting on Tuesday 2 September 2025 and if accepted all Councillors would be invited to attend the meeting to hear the presentation.

9. Deepings Practice Patient Participation Group - invitation to attend a question & answer forum from 1pm to 2pm on Friday 17 October 2025. Question to be forwarded no later than 2 October 2025.

It was agreed that the Deepings Practice Working Party (Councillors Bowell, Halls, Laws, Shinkins-Hoppe and Stevens) would agree the questions to be asked and decide who should attend to represent the Parish Council and bring them back to Council in September

26.53 To receive reports and minutes from committees, advisory committees, meetings, seminars, training and events or meetings of external bodies attended on the Council's behalf and consider any recommendations from them:

1. Wednesday 16 July 2025 - Lincolnshire Association of Local Councils summer conference held at Lincolnshire Showground.

Councillor Neville had provided a report detailing what speakers, presentations and workshops had been available at this event which he attended along with Councillor Hosking.

2. 7pm Tuesday 22 July 2025 – Cemetery committee meeting.

Councillor Shinkins-Hoppe introduced the minutes from which there were no recommendations.

3. 1pm to 4pm Sunday 27 July 2025 – Deepings Dog Show on Jubilee Park.

Councillor Rose advised that this was the 14th Deeping Dog show and each year organising it was becoming more challenging as there are fewer 'Friends of Jubilee Park'. This year Councillor Stevens did the majority of the organising with DSJPC Councillors Leader, Rose, Shinkins-Hoppe and Townsin, MDTC Councillors Hanson and Hughes and a small number of local residents being involved on the day.

Councillor Rose has asked for the organisation and running of this event to be considered by the recreation and open spaces committee

4. 28 July to 1 August 2025 - DSJPC funded forest school sessions for primary school aged children at Our Forest Garden.

Councillor Shinkins-Hoppe had attended one of these sessions and all Councillors were encouraged to look at the Our Forest Garden Facebook page to see the photos and read the comments

5. 11am to 5pm Sunday 3 August 2025 - Deeping Raft Race and Street Fair on the River Welland, Bridge Street Deeping St James and High Street Market Deeping.

Councillors Rose and Shinkins-Hoppe attended this event to judge the rafts and outfits. A well-attended and enjoyed community event despite the rain.

6. 4 August 2025 to 8 August 2025 – DSJPC funded art workshops for primary school aged children at Artivity Studios.

Councillor Shinkins-Hoppe had attended one of these sessions and all Councillors were encouraged to look at the Artivity Facebook page to see the photos and read the comments

7. 11 August to 15 August 2025 – DSJPC funded playscheme for primary aged school children at Madcaps out of school club.

Councillor Shinkins-Hoppe attended one of these sessions and advised that approximately 100 children had attended daily 80% of whom were DSJ residents all

8. 12noon 15 August 2025 – The Langtoft Deepings and District Branch of The Royal British Legion VJ Day 80 raising of flag and wreath laying held at the Boundary Park (opposite the Deepings Community Library).

Councillor Dilks as the Chair of the local RBL branch thanked those who attended for doing so.

26.54 To receive the draft health centre survey and agree the contents prior to the survey being opened for public response.

Councillor Laws had prepared the survey which would be distributed via Microsoft forms with paper copies being available at the Library.

Councillor Bowell suggested the inclusion of a point offering individuals the opportunity to leave a contact email to be kept updated which would only be used for this purpose.

ACTION: The Clerk was asked to send the survey to Market Deeping Town Council for the attention of Councillor Byrd and once their approval had been obtained it would be made available for the public to complete.

It was proposed, seconded and **RESOLVED** to suspend Standing Order point 3.x and continue past 10pm to allow the following items to be considered

26.55 To consider calling upon Lincolnshire County Council Highways and the Lincolnshire Road Safety Partnership to improve traffic management and speeding enforcement along Linchfield Road Deeping St James. Item deferred from July meeting 26.43.

Councillor Laws had shared a document he had prepared providing a case for improved traffic management along Linchfield Road

As Lincolnshire County Councillor, Councillor Dilks advised that the Area Highways Manager was visiting the Deepings on 15 September and Councillor Laws was welcome to meet him to consider this.

ACTION: The Clerk was asked to share the proposal document with Councillor Dilks, the LCC Area Highways Manager and the Lincolnshire Road Safety Partnership Manager

26.56 To agree DSJPC's question and the top priority to be submitted by 8 September 2025 prior to the Lincolnshire Police and North/South Kesteven Parish/Town Councils Briefing session to be held virtually on 16 September 2025. Councillor Bowell to attend.

Councillor Bowell agreed to draw up some questions and priorities for this meeting.

26.57 To consider the use of a specialist Parish Council website provider to ensure compliance required within assertion 10 of the Annual Government and Accounting Return for 2025/26.

Councillor Laws had provided a paper explaining the importance of changing the website as the current one is not user friendly and lacks storage capacity comparing 3 options for website provision (specialist website provider, freelance web designer or do it yourself). It was proposed seconded and **RESOLVED** that a specialist website provider should be chosen.

ACTION : the Clerk was asked to contact 3 companies to provide demonstrations so that a decision as to which one to choose could be made

26.58 To agree the approach to take and what questions to pose when meeting representatives from Lincolnshire County Council regarding the closed all-weather pitch on the playing field off Spalding Road.

Councillor Shinkins-Hoppe advised that an opportunity had come up for her along with the Councillor Dilks and the Clerk to meet with a Senior Asset Advisor from Lincolnshire County Council on Monday 18 August 2025. Whilst this person had not been directly involved in the meetings that had taken place between representatives from LCC and the Anthem Trust (The Deepings School) she acknowledged why the Parish Council felt they should be involved in these meetings and she said she would make her colleagues aware of this.

26.59 Following the resolution to sign the Burial Authority's Declaration (Part B) and forward it to the Ministry of Justice (minute 26.31 17 June 2025), to note that the licence for removal of human remains applied for by Deeping St James Parish Council on 30 September 2024 has been granted.

Noted.

26.60 Parish Pump - items for information or inclusion on future agendas.

Councillor Townsin advised that he has not been able to access the flood warning test system that she signed up to be involved and she has advised them of this

Councillor Hosking advised that she had not attended the Exotic Pet Refuge event community event representing the Parish Council as she felt she had a conflict of Interests being a volunteer at the Refuge

Councillor Rose suggested that as it was becoming more common that meetings were extended past 10pm could it be considered that start at 7pm?

Councillor Bowell advised Val Gregg had now received the Making a Difference Award awarded to her at the Deeping St James Parish meeting in April 2025

Councillor Bowell apologised for not cancelling the booking at the Deepings Community Centre for the third neighbourhood policing panel meeting which had incurred a charge

Councillor Laws reminded everyone that a national test of the UK Government's Emergency Alerts System will take place at 3pm on Sunday 7 September 2025

Meeting closed at 10.15pm

Signed

Dated