



DEEPI NG ST JAMES PARISH COUNCIL

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Parish Clerk: Julie Fortnum

Minutes of the Deeping St James Parish Council meeting held on **Thursday 31 May 2018 at 7.30 pm at The Institute.**

Present: Parish Councillors Barber, Blessett, Bowell, Dilks (District), Gilbert, Green, Hall, Halls, Hosking, Pelling, Shinkins, Stevens (District), Thomas and Ward.

Open Forum

The neighbourhood Policing team had visited the office and informed the Clerk of several incidences of criminal damage which had taken place during the month. Most of the cases were still under investigation although one culprit had been spoken to.

County Councillor Dobson had provided a report about LCC matters which had been circulated to the Parish Councillors prior to the meeting

District Councillor Judy Stevens had prepared a report which was circulated to the Parish Councillors and included news about the Literary Festival 2019, changes in Council Tax for young people between 18-22 who are in care, and a meeting at the community centre on 26 June 2018 where there will be a presentation from Officers from culture and visitor economy.

District Councillor Dilks referred to the council meeting last week where the local plan had been considered advising that the Millfield site was not included for development but the land at the north end of Linchfield Road was. Other items that had been considered were District Councillor Baxter's motion that Grantham should have a Town Council (rejected), and that the decision for Invest SK to be a separate Company should have been considered by the Scrutiny Committee prior to Cabinet making the decision. He also advised that the Social Housing obligation on housing developments was changing from up to 35% to a solid 30%. Councillor Dilks ended by advising that District Councillor Helen Goral and Communications Officer Adrian Smith had visited the Deepings on 11 May 2018 and been guided round the area by himself, District Councillors Stevens, Baxter and Neilson to encourage communications and publicity of The Deepings

1.19 To elect a Chairman of the Council and receive the Chairman's declaration of Acceptance of Office (or if not received to agree when it shall be received).

Two proposals were received and seconded.

Councillor Bowell accepted the proposal and Councillor Ward declined.

It was **RESOLVED** that Councillor Bowell would be the Chairman for a second year. It was agreed that Councillor Bowell would visit the office on Monday 4 June 2018 to sign the declaration of acceptance of office.

2.19 To elect a Vice Chairman of the Council and receive the Vice Chairman's Declaration of Acceptance of Office (or if not received to agree when it shall be received).

One proposal was received and seconded.

It was **RESOLVED** that Councillor Ward would be the Vice Chairman for a second year. It was agreed that Councillor Ward would visit the office on Monday 4 June 2018 to sign the declaration of acceptance of office

3.19 To receive apologies for absence.

Apologies had been received and were accepted from Councillor Hardy and Councillor Dobson

4.19 To receive notifications of interest and consider requests for dispensations, if any.

Councillor Ward – item 12.19.2

Councillor Barber – item 12.19.2

5.19 To appoint committees and advisory committees.

It was agreed that the committees should remain as they are with the following additions:

Councillor Hardy to become a member of the allotments footpath and open space committee and the planning committee.

Councillor Halls to become a member of the finance and general purposes committee and the planning committee.

It was noted that a staffing sub-committee had been formed in October 2016 which needed to be added to the committee structure.

6.19 To appoint representatives to outside bodies.

As Councillor Dilks had requested that his nomination for this position was withdrawn two further proposals were received and seconded for a representative on Deeping St James United Charities. Councillor Bowell declined the proposal. It was **RESOLVED** that Councillor Ward should become the second Parish Council representative on Deeping St James United Charities

It was agreed to remove the Spalding and Peterborough Transport Forum from the list.

7.19 To review and re-adopt the Code of Conduct.

It was **RESOLVED** to re-adopt the Code of Conduct.

8.19 To review Standing Orders and add, vary and revoke as necessary.

It was **RESOLVED** that the amendments and additions which had been forwarded to the Clerk should be adopted along with any required to become GDPR compliant

9.19 To review Financial Regulations and add, vary or revoke as necessary.

It was **RESOLVED** that the amendments and additions which had been forwarded to the Clerk should be adopted along with any required to become GDPR compliant

10.19 To approve the minutes of the previous meeting held on Thursday 22 April 2018.

Councillor Dilks requested an amendment to minute number 146.18 prior to the minutes been agreed changing the wording from:

If the need to speak again about the development arose he would resign again.

To:

He did not wish to be placed in a position where He may have to resign again in order to speak freely, although this was extremely unlikely.

With the above amendment the minutes were agreed and signed by the Chairman

11.19 Clerks Report

The contents of the Clerk's report which had been circulated with the agenda were noted.

In view of the increase in reports of anti-social behaviour and vandalism Councillor Bowell agreed to contact the Neighbourhood Police Inspector to request a meeting after which the Parish Council would consider a 'where is your child campaign'

12.19**To consider financial matters**

1. **To consider the minutes and any recommendations from the finance and general purposes committee meeting held on Thursday 24 May 2018** -Councillor Ward introduced the minutes of the meeting from which there were no recommendations but he pointed out that a number of policies and procedures were to be reviewed.

2. **To approve accounts for payment**

It was **RESOLVED** that payments totally £10,425.96 should be paid.

3. **To receive the internal audit report for the year ended 2017/18 – noted**

4. **To complete resolve and sign the Annual governance statement (section 1) of the annual return for the year ended 31 March 2018**

The Chairman asked for confirmation that all Members had seen and were in agreement that section 1 should be signed.

RESOLVED

5. **To agree and sign the Accounting statements (section 2) of the annual return for the year ended 31 March 2018**

The Chairman asked for confirmation that all Members had read and were in agreement that section 2 should be signed.

RESOLVED

13.19**To consider planning matters**

1. **To receive and consider minutes and recommendations of the planning and transport committee meeting held on Thursday 24 May 2018**

Councillor Blessett introduced the minutes referring to item 5.19 and planning applications S18/0799 and S18/0872 both of which the committee recommended should be refused on the grounds agreed at the planning and transport committee meeting. **RESOLVED**

14.19**To receive and agree the Council's response to correspondence received since the last meeting.**

Deeping St James United Charities	Response regarding the nomination of Councillor Dilks as a Trustee.	The Clerk would write to DSJUC nominating Councillor Ward
Deepings Raft Race Committee	In recognition of the Parish Council's support the committee are requesting permission to include the DSJPC logo on some banners being made for the event	The Parish Council agreed to the use of the local on Raft Race banners

15.19

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

1. Councillors Surgery in the Deepings Community Library on Saturday 5 May 2018 attended by Parish Councillor Hosking and County Councillor Dobson

2. Deeping St James annual parish meeting and making a

difference awards at The Deepings School on Tuesday 8 May 2018 -

3. Stamford neighbourhood healthcare team community engagement event on Thursday 10 May 2018 attended by Councillor Bowell whose report was noted

4. Deepings First neighbourhood plan group – May 2018 report provided by Councillor Ward circulated to all Parish Councillors via email

5. Councillor Training day in Pinchbeck on Thursday 17 May 2018 attended by Councillor Halls who confirmed it was very well presented and beneficial

6. To receive and consider the minutes from the events and communications committee held on Thursday 17 May 2018. Councillor Stevens advised that all the upcoming events had been considered and it was agreed that the parish council would have a stand at the Dog show, the Rose and Sweet-pea Show/Garden Fete and the Deepings Carnival providing Councillors volunteered to assist.

16.19

GDPR Compliance

1 To adopt the data map

2 To adopt the data protection policy, subject access request procedure, Data Breach Policy and Records Retention Policy

3 To adopt the Privacy Notices

4 To receive completed Security Compliance Checklists from all Councillors

5 To note the council is registered as a Data Controller with the Information Commissioners Office

RESOLVED

17.19

To consider the draft 'Making A Difference' awards voting policy

It was agreed that this should be considered at the next finance and general purpose committee

18.19

To consider any open spaces within the parish that would benefit from the installation of secure access measures and agree a way forward

It was **RESOLVED** that a letter should be sent to Lincolnshire County Council supporting the suggestion that Cross Road should become a Gated road

It was also agreed that a working party consisting of Councillors Dilks, Hall, Halls, Shinkins and Stevens should complete an audit of the Parish.

19.19

To consider the Chairman preparing a monthly article for inclusion in a local magazine

RESOLVED

20.19

Parish pump – items for information or inclusion on future agendas

- Councillor Ward agreed to write June's press report

Meeting closed at 10pm

Signed

Date