



DEEPING ST JAMES PARISH COUNCIL

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Parish Clerk: Julie Fortnum

Minutes of the meeting of Deeping St James Parish Council held on **Thursday 25 May 2017 at 7.30 pm at The Institute.**

Present: Councillors Barber, Blessett, Bowell, Dilks, Gilbert, Green, Hall, Hosking, Pelling, J. Stevens, T. Stevens, Thomas, Wallis and Ward, County Councillor Barry Dobson and the Parish Clerk Julie Fortnum.

Open Forum District Council

Councillor J Stevens had attended a signal box meeting on 22 May 2017 which had been very positive. She had also attended a community and tourism meeting at SKDC where there had been talk about a heritage lottery grant for Wyndham Park in Grantham and where Darren Turner the Strategic Director had offered some officer time to assist the signal box group in completing a heritage lottery grant form. Councillors J Stevens and P Dilks have a meeting with Paul Stokes to move this forward.

On planning Councillor J Stevens advised that she had requested that planning application S17/052 for the demolition of a garage and the erection of a single dwelling is decided by the development committee as it is contentious and controversial due to its impact on the street scene.

She also advised that the District Council had placed half a million in a budget to do a big clean of the District.

Councillor Gilbert took the opportunity of thanking Councillor Dilks for all he had done as County Councillor over the last 12 years. Councillor Dilks said it had been a privilege and then introduced Councillor Barry Dobson and wished him all the best.

County Council

Councillor Dobson firstly apologised for not attending the annual parish meeting held on 9 May – he was away on business and unable to access emails. He said it was a great pleasure and honour to be elected to serve Deepings East. He is also serves on the following overview and scrutiny committees at the County Council: Environment and Economy (Vice Chairman), Flood & Water Management, Adults & Community Wellbeing. He provided the Clerk with a list of who the Members of the cabinet are and their responsibilities and also details of the new online system for reporting Highways issues and customer services contact phone number and email. He then provided a brief update on County issues directly affecting Deeping St James. His request to accompany the Parish Councillors at the Councillor Surgeries starting from Saturday 3 June 2017 was accepted.

Market Deeping Town Councillor Adam Brookes requested that Deeping St James Parish Council support his and the Town Council's recommendation that the route of public right of way no.4 should be as stated on the Persimmon plans which would involve it going down a private drive. He will be writing a reply to the consultation which he will share with the Parish Council.

1.18 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)

Councillor Bowell, who agreed he was prepared was prepared to stand, was nominated by Councillor J Stevens and seconded by Councillor Dilks. Councillor Ward was nominated by Councillor Blessett and seconded by Councillor Barber although when asked he said he did not wish to stand as Chair and intended to vote for Councillor Bowell.

It was resolved that Councillor Bowell would be Chair. The signed

Any member of the public can attend all Council and Committee meetings to see the work of the Council. Full Council meetings are held on the last Thursday of each month which start with a 30 minute public forum for questions and issues to be raised.

declaration of office was received.

On behalf of all the Members Councillor Dilks thanked to the outgoing Chair who had led the Parish Council well for the last two years

2.18 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)

Councillor Ward, who agreed he was prepared to stand, was nominated by Councillor Dilks and seconded by Councillor J Stevens.

It was resolved that Councillor Ward would be Vice Chair. The signed declaration of acceptance of office was received.

3.18 To appoint committees and advisory committees

It was resolved that the following changes should be made

- events committee would be renamed the events and communication committee
- the planning and transport committee will combine

4.18 To appoint representatives to outside bodies

It was resolved that the following changes would be made

- the Clerk would become a Facebook and Website Administrator
- Councillor Ward agreed to be the Parish Council representative on the Deepings Community Centre and the Deepings Youth Group

5.17 To review the Code of Conduct

Reviewed and agreed

6.18 To review Standing Orders and add, vary and revoke as necessary

Reviewed and agreed

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

Reviewed and agreed

8.18 To receive apologies for absence.

Councillor Shinkins had sent her apologies which were accepted by the Council

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

Declarations of interest were received from Councillors Barber Pelling and J Stevens in respect of agenda item 13.18.2

10.18 To approve the minutes of the previous meeting held on Thursday 20 April 2017.

Agreed and signed as a true copy

11.18 Clerks Report

A resident contacted the office as he had CCTV footage of an individual allowing their dog to foul outside his property. As he did not wish to refer the matter to the SKDC enforcement Officer it was arranged for polite notices to be placed on lampposts and telegraph poles in the vicinity Thirteen bird boxes made by the Foundation stage from Linchfield Community Primary School have been hung in trees in Millennium Wood. A Deeping St James Cub group used Millennium Wood on 16 May to work towards obtaining their Naturalist Badges

Two incidences of fly-tipping on Stowgate Lane were reported to SKDC – a Fridge and paint tins

The Clerk is working with a representative from The Friends of Jubilee

Park to apply for a Tesco Bags of Help grant towards the purchase of a fitness bundle/trim trial

A resident reported that a tree in the play area off Hereward Way at the end of her garden was shedding and self-seeding in her garden.

Youngsters also climb it and one has recently fallen into her garden hurting him-self. This was reported to SKDC who have agreed to the resolved to remove the tree

After an anonymous tip off, Police reported a large amount of graffiti at 'Woody Heights' skatepark. This was initially reported to SKDC who forwarded it to DSJPC. The Maintenance Worker has removed the offensive graffiti.

A resident has reported anti-social behaviour Individuals using the MUGA into the early hours of the morning to 101 and attended the Neighbourhood Police panel meeting as the response from the Police was not satisfactory.

Damage to the fence dividing the School playing field from the skatepark has been reported to The Deepings School

The Probation Service Community rehabilitation team have been to the Parish every Tuesday and completed work in and around the Cemetery Church Walk the link footpath around Deeping St James Community Primary School and the corner of Broadgate Lane/ Spalding Road. They will continue to attend each Tuesday to work on the Linchfield Road/Towngate East corner, PROW 1 & 7, the link footpaths around Linchfield Community Primary School and Millennium Wood.

The defibrillator has been recalled along with 2500 others. Although there is nothing wrong with this one there have been faults on others so a switch is being replaced on all models

As Councillor Barber has been unable to obtain a date from LCC as to when they intend to weed spray the gutters Malc Firth Landscapes Ltd have signed an agreement to be on one month's notice to do this on behalf of DSJPC

The Defibrillator, although not faulty, has been recalled by the manufacturer to so that a switch can be replaced as a precaution.

Councillor Blessett did the Clerk's appraisal on Tuesday 23 May 2017

The Clerk advised that Councillors Howell and J Stevens were attending the Councillors networking day on 13 July if any other Councillors wished to go there were still spaces. She also advised that the next available Councillors training day was in November 2017

12.18 To receive a report of progress in relation to matters arising from the minutes not dealt with elsewhere on the agenda.

- 1 Richard Lennard from LCC Highways have advised that there is no budget for new signage anywhere in the County so suggests the installation of a post on Station Road so that the reactive speed sign can be placed there as these are the most effective methods of speed control. **Councillor T Stevens requested that this was considered further by the Planning and transport committee.**

13.18 To consider financial matters

1. **To consider the minutes and any recommendations from the finance and general purposes committee meeting held on Thursday 18 May 2017** – Councillor Howell introduced the minutes from which there were two recommendations:
Item 45.17 - The committee recommended that the Parish Council agreed to the reserves being called upon to complete the improvements to the skate park prior to reclaiming the grant from WREN and 106 monies. **Resolved**
Item 46.17 - The Committee recommend that the Parish Council open an account with the Lincolnshire Credit Union and invest £5000. **Resolved**

2. To approve accounts for payment

The Clerk advised of some additional payments that needed to be made increasing the amount payable to £7151.53. Councillor T Stevens proposed seconded by Councillor Gilbert that this figure should be paid. Resolved with 3 abstentions

3. To consider the internal audit report for 2016/17

The issues raised by the internal Auditor were considered by Council.

- Those authorising invoices for payment agreed to take extra care to sign all paperwork counterfoils and record sheets
- The individual Councillor who had used a variety of signatures throughout the year agreed to use only one from now on
- The availability of training through the Local Council training scheme offered by LALC
- Councillor Hosking volunteered to work with the Clerk to produce a lone worker policy

4. To complete resolve and sign the Annual governance statement (section 1) of the annual return for the year ended 31 March 2017 – All Members agreed that the Parish Council had complied with points 1 to 9 of section 1 so it was resolved that the Chairman and the Clerk should sign the annual governance statement for 2016-17.

5. To agree and sign the Accounting statements (section 2) of the annual return for the year ended 31 March 2017 - Having considered and noted the figures in section 2 it was resolved that the Chairman and the Clerk should sign the annual accounting statement for 2016-17.

			NET	VAT	TOTAL
SO & BT	Staffing costs		£ 2,900.49	£ -	£ 2,900.49
BT	The Deepings Lions	Grant towards The Deepings Carnival costs	£ 500.00	£ -	£ 500.00
BT	Paul Hanson	Maintenance work and mileage during April 2017	£ 50.85	£ -	£ 50.85
BT	A&M Print Ltd	Quarter page advert for APM 2017	£ 47.00	£ 9.40	£ 56.40
BT	Prentice Bros	5 general waste and 1 greenwaste	£ 585.00	£ 117.00	£ 702.00
BT	Brian Barber	Reimbursement for petrol for community payback's strimmer	£ 10.00	£ -	£ 10.00
BT	Margaret Flegg	Refreshments for APM	£ 90.00	£ -	£ 90.00
BT	Julie Fortnum	Reimbursement for APM gifts and raffle prizes	£ 76.22	£ 18.86	£ 95.08
BT	TLC Signs	Councillor Surgery banner	£ 24.00	£ 4.80	£ 28.80
BT	David Pearson Photography	For photography at the annual parish meeting and supplying digital images	£ 25.00	£ -	£ 25.00

BT	Came & Company	Local Council Scheme insurance premium from 1 June 2017 to 31 May 2018 (with Hiscox)	£ 1,914.40	£ 229.73	£ 2,144.13
BT	The Deepings School	Charge for room at APM 9/5/17	£ 64.00	£ -	£ 64.00
BT	A&M Print Ltd	1/4 page advert for the footpath walks in The Advertiser 26/5/2017	£ 47.00	£ 9.40	£ 56.40
BT	Castle Cleaners	Quarterly Clean of 11 bus shelters and heritage phone box (including annual bus shelter roof cleans)	£ 274.00		£ 274.00
BT	S W Fisk	Ground maintenance duties during the period 27 April 2017 to 11 May 2017 and reimbursement for purchase of weed killer from Inside Out	£ 229.79	£ 1.20	£ 230.99
BT	S W Fisk	Litter-pick, mow and strim PROW's (3, 4, 5, 9, 10 & 11) and Millennium Wood access paths	£ 100.00	£ -	£ 100.00
BT	N Jibb	Reimbursement for purchase of 3 boxes of general purpose screws from Branch Bros.	£ 3.99	£ 0.80	£ 4.79
DD	Biffa Waste Services Ltd	30 days rental and 5 empties of 1100L wheelie bin in April 2017	£ 144.97	£ 28.99	£ 173.96
DD	British Telecom	Telephone and Broadband charges for May 2017	£ 64.82	£ 12.96	£ 77.78
TOTAL			£ 7,151.53	£ 433.14	£ 7,584.67

14.18 To consider planning matters

1. **To consider the minutes and any recommendations from the Planning committee meeting held on Thursday 18 May 2017 – Councillor Blessett introduced the minutes from which there was one recommendation**

Item 6.18 – planning application S17/0752 for the erection of a two 3-bedroom dwelling on land to rear of 7 Horsegate Deeping St James. The recommendation from the planning committee was that Deepings St James Parish Council should object to this because they do not consider that the three grounds for refusal for Planning Application S16/2242 have been sufficiently addressed. This was **resolved** with 2 abstentions (Councillor Dilks and J Stevens)

It was also noted that planning application S17/0184 for partial change of use to the rear of 110A Church Street including a two storey rear extension had been refused however planning application S17/0064 for the removal of part of the existing front wall to provide a new vehicular access at 90 Bridge Street had been approved.

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

Sender	Content	Response
Legal Service department Lincolnshire County Council	Notification of LCC's proposed extinguishment of parts of public footpath number 4 &	Creation & extinguishments site notice with copy plans displayed on DSJPC noticeboard from 4

	creation of public footpath number 1108	May – 2 June 2017. The Parish Council resolved to support the comments being made by Market Deeping Town Council
Tree Charter Communications Officer - email	Invitation to plant a 'Legacy Tree' on 6 Nov 2017	Councillor J Stevens proposed seconded by Councillor Hosking that the parish council should do this. Resolved
Age Concern Deeping	Invitation to the AGM on 11 July 2017	Forward to all Councillors who will then confirm if they wish to attend
Deepings First	Copy of letter sent to Armstrong Rigg	The Clerk was asked to forward a copy of this to all Councillors

16.18

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. **Deepings Literary Festival launch event on Thursday 27 April 2017** – All who attended agreed it was an excellent event
2. **Councillor Surgery at The Deepings Library on Saturday 6 May 2017** – Councillor J Stevens had attended this surgery along with Councillor Redshaw for Market Deeping Town Council. The new banner promoting the surgeries was used for the first time.
3. **Annual Parish meeting at The Deepings School on Tuesday 9 May 2017** – All those who attended agreed it had been another excellent parish meeting and the Chairman of South Kesteven District Council, Councillor Bob Sampson, had said it was a brilliant event. Councillor Dilks raised concerns over the wearing of political rosettes and the distribution of election material as he did not feel it was appropriate behaviour at a parish meeting and proposed that a letter should be sent to John Hayes. This was seconded by Councillor T Stevens. After consideration it was **resolved** (with 3 against (Councillors Hall, J. Stevens and Thomas and 2 abstentions (Councillors Bowell and Ward)) that the Clerk should issue a letter on behalf of the Parish Council.

17.18

To consider having a stand at the Rose and Sweet Pea Show and/or the Dog Show

It was **resolved** that the Parish Council would have a community engagement stall at both of these events.

18.18

To receive an update about the skate park renewal project and reported anti-social behaviour issues at Woody Heights – Councillor Ward advised that he had visited the majority of the residents who live near the skatepark and the response had been positive, many stating that the anti-social behaviour had improved since the removal of the youth shelter. The Clerk informed the Council that the Maintenance Worker was still reporting evidence of anti –social behaviour which included evidence of cannabis use, graffiti and damage to the school fencing. **It was agreed that the Clerk should write to Jim Tyner**

informing him of these concerns.

Councillor Ward then said he had been in contact with the two preferred contractors and clarified the position regarding the removal of the bund start dates and completion times. Taking into account the information he had obtained he proposed that the contract should be awarded to Gravity Skateparks. This was seconded by Councillor Blessett and unanimously **resolved**.

19.18

Parish Pump and to agree a volunteer to write the press report for next month's meeting.

Councillor Pelling volunteered to write next month's press report

Councillor Hall volunteered to lead the footpath walk on Thursday 8 June 2017