



Parish Clerk: Julie Fortnum

Minutes of the Deeping St James Parish Council meeting on held **Thursday 30 November 2017 at 7.30 pm at The Institute.**

Present: Parish Councillors Barber, Blessett, Bowell, Dilks, Gilbert, Green, Hall, Hosking, Pelling, Shinkins, J. Stevens, T. Stevens, Thomas, Ward, County Councillor Dobson and 6 members of the public.

The minutes were taken by the Parish Clerk.

Open Forum

Ken Roxbee Levitt along with three youngsters Jack Charlotte and Chloe spoke in support of the grant application for funding for the Deeping Gangshow 2018 covering the costs involved, other funding sources and the benefits to the youngsters involved and the community as a whole.

Two representatives from Market Deeping Bowls Club spoke on behalf of the grant application for funding to purchase the materials needed to further enhance the Club by offering a covered seated viewing area, as with all the improvement that have been done at the Club the labour will be undertaken by the members.

County Councillor Dobson advised of the following

- the part-night lighting consultation encouraging everyone to respond especially as a concerned resident had contacted him directly.
- the fairer funding campaign which if successful would benefit Lincolnshire
- the extension to the gravel pits on King Street West Deeping and the development of a

new waste site in Bourne. The former had led to concerns being raised about whether the road infrastructure could cope and how the site would be restored after use.

District Councillor J Stevens advised that the opportunity to speak on a planning application for up to for 3 minutes at a planning development control committee meeting has been stopped by the Chairman. This will be reviewed in 6 months and she is hopeful reinstated as it is beneficial to hear the comments and raise any planning issues as the public could speak for 3 minutes and it was beneficial to planning decisions to hear the comments that are being raised.

District Councillor Dilks advised of the following

- Glenfield Heart Hospital – this has now been saved which impacts on the Children in our area as if it had been closed they would have had to travel to London or Newcastle
- Leisure Centre - A meeting with the Leader and Chief Executive of SKDC had welcomed the fact that The Deepings was speaking with one voice via the neighbourhood plan and confirmed that they are actively looking at locations so it is important for the local councils to get involved.
- Full Council have recently approved a 16% increase in Councillors allowances
- The Scrutiny committee are supporting the idea that of a grant scheme similar to the LCC Big Society Fund where each District Councillor has £1000 to allocate to local good causes.
- A delegation of SKDC Councillors had recently visited The Deepings to understand the various issues across the area including open spaces, leisure facilities, traffic and the local economy.
- Some of the SKDC offices are to be refurbished and let out
- SKDC are to buy an office block as an investment return
- A quarter of a million is to be spent in in the region - Invest SK

Five member of the public left the meeting.

75.18 To receive apologies for absence.
None received

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

Councillor Pelling agenda item 79.18.6
Councillor Howell agenda item 79.18.4
Councillor Ward agenda item 79.18.6
Councillor Hardy agenda items 79.18.2 & 79.18.4
Councillor Dilks agenda item 80.18
Councillor J Stevens agenda item 80.18

77.18 To approve the minutes of the previous meeting held on Thursday 26 October 2017.

Agreed and signed.

Councillor Howell proposed, seconded by Councillor Shinkins, that the order of the agenda items was amended to allow item 83.18 to be dealt with next. **RESOLVED**

83.18 To consider any applications received for Co-option vacancy –

Councillor Howell advised that one application had been received and welcomed Graham Hardy who signed his acceptance of office in the presence of the Parish Clerk.

78.18 Clerks Report

LCC Highways strimmed Church Walk (PROW no 8) on 25 October 2017.

The Probation Service CPT visited the Parish completing work on the link footpath at Foxgloves, Frognall, Rycroft Avenue and Low Locks
A visitor to Deeping St James contacted the Council about the amount of dog fouling in the parish suggesting more dog waste bins should be installed and more enforcement signs put up – The Parish Clerk advised that dog waste can be disposed of in any bin of which there were a large number in the parish and that the parish council did regular articles in newsletters and put numerous signs in the parish and that enforcement was the responsibility of SKDC.

SKDC contractors sent photos of the broken penguin bin door advising that it was hanging open – the Maintenance Worker has been requested to remove it and a replacement has been ordered.

A resident contacted the parish office expressing concern about the part night street-lighting and its impact on individuals who work irregular hours. This is being investigated by County Councillor Barry Dobson.

The Contractors completed the concrete works at the skatepark on Friday 10 November 2017 and the landscapers finished laying turf on Monday 20 November 2017. The Parish Council's Maintenance Worker has also re-installed the 6 metal benches

The new skatepark facility has been well received by both users and local residents although litter and parking issues have been raised and there has been a small amount of graffiti which the Parish Council's Maintenance Worker has been able to remove.

Fly tipping of a Cooker was reported to SKDC on 14 November 2017. The penguin bin door that had been reported as damaged has been removed and new one has been purchased which will be fitted by the Parish Council's Maintenance Worker

A resident and visitor to the skatepark contacted the office suggesting that more bins should be installed as the amount of rubbish on the ground was unacceptable

Councillor Barber and Steve Fisk have planted 500 Daffodil bulbs along the river bank, mainly at High Locks, raised the Willow Tree to allow

pedestrians to walk along the bank and strimmed the reed area. Compliments have been received about the Community payback team for the work they have done on the link footpath from Rycroft Avenue to Rycroft Close.

A concern has been raised about the untidiness of the area at the side of the Rycroft shops – the Clerk was requested to write a similar letter to the tenants to the one that had been written to the Landlord.

A resident has contacted the office advising that the paving slabs outside the Manor Way shops are uneven and a trip hazard – The Clerk was requested to forward the property owners details, who is responsible for this area to the resident.

The contract has been received from BT payphones for the purchase of the telephone box on Stowgate Road. A payment of £1 is required. The Clerk advised that it was no longer a requirement that a defibrillator should be installed if the telephone box was purchased. Councillor Gilbert proposed that the telephone box is purchased as even if it was not used the scrap value was more than a £1. **RESOLVED**

79.18 To consider financial matters

1. To consider the minutes and recommendations from the Finance and general purposes committee held on Thursday 23 November 2017

Councillor Ward introduced the minutes of the meeting which included the recommendation under minute 30.18 that the Council Tax precept for 2018/19 should be £132,482. This equated to a £3.92 increase on the average band D charge taking the annual amount payable to £51.14. This was seconded by Councillor Barber and **RESOLVED** with one abstention (Councillor Hardy)

2. Grant – The Priory Hall

3. Grant - Market Deeping Bowls Club

4. Grant – The Stamford and Bourne District Scouts – Gangshow

5. Grant - The Friends of Jubilee Park

Councillor Pelling proposed, seconded by Councillor Dilks, a grant of £500 each should be made to the Priory Hall, Market Deeping Bowls Club and The Gangshow. **RESOLVED**

Councillor Ward advised that there was a balance of £1850 available from SKDC section 106 monies which could be called upon to support The Friends of Jubilee Park. The Clerk was asked to contact SKDC to see if this could be used towards the outdoor gym equipment on Jubilee Park

6. To approve accounts for payment

Councillor Dilks proposed seconded by Councillor Hosking that the accounts valuing £86,429.82 should be paid. **RESOLVED**

			NET	VAT	TOTAL
SO & BT	Staffing costs		£ 3,216.48	£ -	£ 3,216.48
BT	The Deepings Youth Group	Grant funding for 2017/18 under LGA 1972 s137	£ 5,000.00	£ -	£ 5,000.00
BT	Mike Ward	Re-imbusement for purchase of Honda Backpack vacuum garden waste litter collector	£ 295.00	£ -	£ 295.00

DD	Biffa Waste Services Ltd	31 days rental and 4 empties of 1100L wheelie bin in October 2017	£ 120.50	£ 24.10	£ 144.60
BT	Prentice Bros	4 loads of general waste in Community Skip (LGA 1972 s137) and 1 load of greenwaste for CPT	£ 485.00	£ 97.00	£ 582.00
BT	Malc Firth Landscapes Ltd	Grounds maintenance for October 2017 of Woody Heights, the riverbank and the old/new Cemeteries	£ 1,197.31	£ 239.46	£ 1,436.77
CH	The RBL Poppy Appeal	Charitable donation (LGA 1972 s.137)	£ 250.00	£ -	£ 250.00
BT	A&M Print Ltd	Printing & Delivery of leaflets - For Deeping First, Deepings Green Walk 10/11/17	£ 385.00	£ 77.00	£ 462.00
BT	A&M Print Ltd	1/4 Page advert in Deepings Advertiser for Vacancy	£ 49.50	£ 9.90	£ 59.40
BT	Amberol	Pro Forma Invoice for replacement door for Penguin bin on Jubilee Park	£ 95.00	£ 19.00	£ 114.00
BT	B&R Fabrication & Welding	To supply materials and manufacture a black powder coated tree guard	£ 120.00	£ 24.00	£ 144.00
DD	British Telecom	Telephone and broadband for November 2017	£ 70.34	£ 14.06	£ 84.40
DD	Anglian Water Business	Adjustment to charge for water usage at the Allotments for the period 24/11/16 to 14/06/17	£ 0.48	£ -	£ 0.48
BT	Gravity Engineering Ltd	Skate park design and construction - Final payment	£ 74,250.00	£ 14,850.00	£ 89,100.00
BT	The Walnut Tree	Refreshments for opening ceremony Skate Park on 2/12/17	£ 45.00	£ -	£ 45.00
BT	S W Fisk	Grounds maintenance work carried out 31/10/17 to 27/11/17	£ 235.00	£ -	£ 235.00
BT	Castle Cleaners	Clean and inspect 11 bus shelters and clean 1 Heritage phone box	£ 164.00	£ -	£ 164.00
BT	Neil Jibb	Reimbursement for roller & brush kit, sanding grinding discs, red oxide, red paint, line reel, nails, fast set post mix, anti-graffiti paint, Hi-Viz hooded top, hiking boots and walking shoes	£ 201.21	£ 7.90	£ 209.11
BT	C Woolley	Costs incurred in organising skatepark competition on Saturday 2 December 2017	£ 250.00	£ -	£ 250.00
TOTAL			£ 86,429.82	£ 15,362.42	£101,792.24

80.18 To consider planning matters

- To receive and consider minutes and recommendations of the planning and transport committee meeting held on Thursday 23 November 2017** – Councillor Blessett introduced the minutes of the meeting. Further information had now been obtained about planning application S17/2017 Peacock 59 Broadgate Lane Deeping St James which he shared. It was agreed that the following comments should be made to the District Council – DSJPC have never dealt with such an application and the only reservations they have are concerns about the possible smell in an area of high level residential density so are assuming that SKDC will have the knowledge and experience to make the appropriate decision.
Councillor Gilbert requested that a photograph of the tree should be sent with the slightly amended comments ('in the absence of' rather than 'failing') in respect of planning application S17/1817 Kay 4 Kesteven Close Deeping St James.
Finally Councillor Blessett recommended approval of planning application S17/2101 Fisher Red Roofs Spalding Road Deeping St James - Agreed

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

A resident	Delaine 102 bus service revision w/e from 1 October 2017 and its impact on residents of DSJ. Draft letter to Delaines to be considered.	See item 84.18
MDTC	Invitation to Christmas drinks on Wednesday 13 December 2017	Councillors Bowell, J Stevens, Shinkins, Hosking, Ward, Hall and T Stevens will attend
The Deepings School	Invitation to School for buffet and refreshments at 4.30pm on Tuesday 5 December 2017. RSVP 28 November 2017	Councillors Bowell, Ward, Shinkins and J Stevens will attend
South Kesteven District Council	Response to public consultation regarding the South Kesteven Draft Plan and the awareness that many local councils and /or neighbourhood plan groups are keen to write the profile text for their own areas.	It was agreed that the neighbourhood plan group Deepings Frist should write the profile text for The Deepings
Lincolnshire County Council	Scrutiny review – Impact of the part night street lighting policy. Asking local communities to share any feedback positive and negative to be taken into consideration. Responses by 5 January 2018. On line survey www.lincolnshire.gov.uk/streetlighting	Agreed to share on the Facebook page

Lincolnshire Road Safety Partnership	LRSP are adding another layer to the Community Speed watch initiative by launching a program for members of the public to use hand held radars in their parishes. A Co-ordinator is currently being recruited and LRSP are requesting that each parish ask their community for their thoughts on this and takes names of persons wishing to become involved.	Referred to the Planning and Transport committee to consider
Lincolnshire Association of Local Councils	The appointment of a Data Protection Officer (an individual with professional qualities and expert knowledge of data protection laws and practices) from May 2018 – confirmation that information they have received states that the DPO should not be the Clerk/RFO as the DPO should be independent and have no conflicts of interest.	Councillor Dilks will investigate whether an Officer of SKDC can act as the DPO to the local councils and the Clerk will share any information obtained from LALC
Councillor Tim Stevens	Letter of resignation from 1 January 2108	The Clerk to advised SKDC at the time

82.18

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. **The Deepings Pumpkin Festival held at Swines Meadow Nursery on Saturday 28 October 2017 and attended by Councillors Howell, J Stevens and Hall – a report prepared by Councillor Howell had been circulated with the agenda.**
2. **Councillor Surgery held on Saturday 4 November 2017 represented by Councillor Ward – No parishioners attended**
3. **Opening and Closing of The Garden of Remembrance at 3pm on Sunday 5 November and 19 November 2017 attended by Councillors Howell, Dilks, Hall, Hosking, Shinkins J.Stevens and Ward – a report prepared by Councillor Howell had been circulated with the agenda.**
4. **Tree Charter launch at Lincoln Castle on Monday 6 November 2017 attended by Councillor Howell – a report prepared by Councillor Howell had been circulated with the agenda.**
5. **Accompanying The Langtoft, Deepings and District Royal British Legion to lay a cross on each war grave in the area - attended by Councillors Howell and Dilks on Saturday 11 November 2017 – A report prepared by Councillor Howell was circulated with the agenda.**
6. **Remembrance Service at St Guthlacs Church Market Deeping at 10.30am on Sunday 12 November 2017 attended by Councillor Howell, Dilks and J.Stevens - A report prepared by Councillor Howell was circulated with the agenda.**

7. **Remembrance Service at The Priory Church Deeping St James at 3pm on Sunday 12 November 2017 attended by Councillors Bowell, Dilks, Hosking, J.Stevens and Ward** - A report prepared by Councillor Bowell was circulated with the agenda.
8. **Planting trees, which were donated to the Parish Council by Oakwood Insurance and Financial Services, at Jubilee Park attended by Councillor Bowell and J Stevens on Saturday 18 November 2017**
9. **SKDC Neighbourhood Planning Workshop on Wednesday 22 November 2017 attended by Councillor Ward** – A very good course and interesting to find out that some comments made in non-adopted plans had been taken into consideration by the District Council.
10. **LALC General Data Protection Regulations training in Pinchbeck attended by Councillor Dilks on Wednesday 22 November 2017** – Very interesting course which had raised the issue that due to a conflict of interest the Parish Clerk may not be able to act as Deeping St James Parish Council's Data Protection Officer. Councillor Dilks has contacted South Kesteven District Council and Lincolnshire Association of Local Councils is also investigating this.
11. **The Induction service for Rev William Booker at The Open Door Church on Saturday 25 November 2017 attended by Councillor Andrew Bowell** - A report prepared by Councillor Bowell was circulated with the agenda.
12. **The launch of the Dementia Friendly Communities scheme at Tallington lodge on Wednesday 29 November 2017 attended by Councillors Bowell and J.Stevens** - A report prepared by Councillor Bowell was circulated with the agenda.

84.18

To consider the writing to Delaines Bus Company regarding the changes to the 102 service and the impact on residents in Deeping St James – Councillor Bowell proposed, seconded by Councillor T Stevens, that the Clerk should write a letter to Delaines regarding the change in service. **RESOLVED**

85.18

To receive an update regarding the grass cutting and weed spraying contracts for 2018/19 –

Councillor Barber recommended that after a recent meeting with the grounds maintenance contractors the contract with them should be extended for another year. This was seconded by Councillor Pelling. **RESOLVED.**

Councillor Barber also advised that the amenity grass cutting and gutter weed spraying contracts had been forwarded to the agreed contractors along with detailed maps of The Deepings. As agreed previously the costs would be split 50/50 with Market Deeping Town Council.

86.18

To receive an update regarding The Deepings Youth Group – Councillor Ward advised that he had attended a meeting of the Trustees and proposed that the Parish Council's funding for 2018/19 increases from £5000 to £7500 pa from April 2018 paid in 3 instalments throughout the year on the condition that the accounts show that the expenditure is not exceeding income, that consideration is given to reducing the number of nights they are open to make them more financially viable and that they meet with other youth organisations to share ideas. This was seconded by Councillor Pelling. **RESOLVED.** The Parish Clerk was asked to write to all the Trustees confirming this.

87.18 To receive an update about forming a Leisure Centre working party and agree a way forward – Councillor Ward advised that both local councils were working together under the neighbourhood plan group, Deepings First, and this was being discussed. Councillor Pelling proposed seconded by Councillor J Stevens, that in view of this and the fact that SKDC were also actively discussing a new Leisure Centre another letter should be issued to Market Deeping Town Council.
RESOLVED

Councillor Bowell proposed that the Council suspend standing orders to continue the meeting after 10pm, all agreed.

88.18 To receive an update about forming a working party to arrange future remembrance events and agree a way forward – It was agreed that this item would be revisited in the new year however in the meantime it the Clerk should write to The Langtoft Deepings and District Royal British Legion to ask how Deeping St James Parish Council could support them during the 2018 commemorations. Councillor J Stevens also confirmed that the Deepings Remember 1914-18 group had funds left and would be organising another concert in The Priory Hall.

89.18 To consider office closure over the Christmas period – It was proposed by Councillor Bowell seconded by Councillor Barber that the office should close on Friday 22 December 2017 and re-open on Tuesday 2 January 2018.

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

January 2018 agenda item – How to reduce the loss of Trees covered by preservation orders (TPO's) within the parish.

January agenda item – To consider who can act as the Parish Council's named Data Protection Officer

Check with the Lincolnshire Association of Local Councils as to whether the Parish Council is required to hold a Cyber Certificate under the General Data Protection Regulations

Next month's press report

Councillor Pelling