



DEEPI NG 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 29 March 2018 at 7.30 pm at The Institute.**

Present: Parish Councillors **Bowell, Dilks (District), Gilbert, Green, Hall, Hardy, Hosking, Pelling, Shinkins, J. Stevens (District), Thomas, Ward,** and County Councillor **Dobson,** two residents, a representative from **The Deepings Lions** and a representative from the **Northern Footpaths Forum**
Press report to be written by Councillor **Shinkins.**

Minutes taken by the Parish Clerk

Open Forum

-Following receipt of the Council tax bill for 2018/19 a resident attended the meeting to request an explanation for the increase. An explanatory letter had been issued by the Clerk which the resident acknowledged. It was pointed out that the parish council's website needed to be improved as it did not show everything that we responsible for and the observation was made that the meeting minutes relating to precept setting should be improved. Councillor's **Dilks** and **Stevens** both reinforced the explanations for the increase that had been made in the Clerks letter and the resident was invited to contact the Clerk to discuss the matter further

-A representative from **The Deepings Lions** spoke in support of the grant application for funding towards the **Carnival and parade** which would be held on **Sunday 1 July 2018.** This year there would be two changes – there would be no battle re-enactment at the carnival (in respect of the 100 year commemorations of WW1) and the route for the parade had altered.

-County Councillor **Dobson** had circulated a report prior to the meeting. He stated that **LCC** were working through the pothole repairs which had been logged on the fault reporting system. It was acknowledged that the reporting system still needed improving and that due to staff cuts & the high volume of traffic the repairs would take time. He also advised that the vacancy for a traffic control warden outside **Linchfield School** had not yet been filled and that he hoped that **DSJPC** would continue to support the **Welland Footbridge** project. Councillor **Dilks** requested Councillor **Dobson** to investigate **LCC's** cuts to the **Citizens Advice Bureau** at a time when demand was high

-District Councillors **Dilks** and **Stevens** had also circulated a report prior to the meeting.

One of the residents and the representative from **The Deepings Lions** left the meeting

125.18 To receive apologies for absence.

Received and accepted from Councillors **Barber** and **Blessett**

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

Councillors **Hosking & Pelling** – item 129.18.2

Councillors **Stevens & Thomas** – item 129.18.3

Councillors **Dilks & Stevens** – item 130.18.1

127.18 To approve the minutes of the previous meeting held on Thursday 22 February 2018.

Agreed and signed as a true copy

128.18 Clerks Report

The contents of the report provided were noted and the following additions:

The grounds maintenance contractors have both started the grass cutting schedules for this year

The damage to the Post box on **Eastgate** has been reported to **Royal Mail**

The maintenance worker has reported a number of incidences of graffiti

throughout the parish most of which he has been able to remove
The grass verges on Spalding Road and daffodils planted in them have been damaged by cars parking on them when attending sporting events on the Field. Some of those responsible will help plant additional daffodil bulbs in the Autumn. Traffic cones will be put in place from now on to reduce the likelihood of this happening.

It was proposed by Councillor Bowell, seconded by Councillor Dilks, that the order of the agenda should be amended (moving agenda item 134.18) and inviting the representative from the Northern Footpaths Forum to speak within the meeting. **RESOLVED**

134.18 To receive a report and consider the way forward with regards the Parish Council's involvement in the Welland Footbridge Project

The Chairman of the Northern Footpaths Forum provided an overview of the group and the work that had been completed so far towards the Welland Footbridge Project. A design and contractor is in place, community engagement events and surveys have been held and completed and some individual financial support has been obtained, permission has been obtained from the Drainage Board, grant funding sources have been identified to cover the £200,000 required, tree work has been completed to aide accessibility. DSJPC obtained the planning permission and the NFF are now requesting that the parish council apply for Environmental Consent. The group will complete any grant applications but these will need to be made in the name of the Parish Council. A number of questions were raised by the Councillors leading to Councillor Dilks proposing, seconded by Councillor Hosking, that an informal meeting takes place next Tuesday to discuss this further then an extraordinary meeting of the allotments footpaths and open spaces committee is called where a recommendation to full council can be made. **RESOLVED**

The representative from the Northern Footpaths Forum and County Councillor Dobson left the meeting

129.18 To consider financial matters

1. To receive and consider any recommendations from the Finance and general purposes committee meeting held on Thursday 22 March 2018

Councillor Ward introduced the minutes referring to minute 37.18 proposing the recommendation to obtain a quotation from a HR company to check the legality of the Staff Handbook and the policies within and update it if necessary, seconded by Councillor Pelling and **RESOLVED**

As not all Councillors had read the updated Data Protection Policy it was agreed that this would be considered at the next meeting

Councillor Ward proposed the recommendation under minute 39.18 to approve the staff salary increments in agreed at the staff appraisals, seconded by Councillor Dilks and **RESOLVED**

2. To approve accounts for payment

Councillor Shinkins proposed seconded by Councillor Hall that payments totalling £14,336.57 should be paid. **RESOLVED**

3. To consider grant aid applications

Councillor Pelling proposed £500 seconded by Councillor Ward and **RESOLVED** with two abstentions

4. To receive a report about the Deepings Youth Group

Councillor Ward advised that the group have moved from 3

nights to 2 nights from April 2018 and he confirmed that the funding from DSJ Parish Council and MD Town Council will cover the running costs of these two nights. They are investigating a number of funding avenues. It is to be noted that the current Chairman will be standing down from January 2019. The Parish Council's funding is to be paid in three equal instalments throughout the year (in April, July and November 2018)

130.18

To consider planning matters

1. To consider the following planning applications received after the planning and transport meeting agenda was issued.

Councillor Pelling thanked the Chairman for suggesting all Councillors looked at the individual applications online prior to the meeting

Ref	Address	Proposal
S18/0186	Mr Warner Land Rear of 5 Tudor Place, DSJ	Erection of two storey detached dwelling RESOLVED to object on the grounds of land grab, over-development and access crossing the path of number 5
S18/0381	Mrs Maguire 28 Crowson Way, DSJ	Single storey side extension to form lobby RESOLVED to approve
S18/0443	Mr Allen 102 Bridge St, DSJ	Erection of 1 x externally illuminated fascia sign, replacement signage on externally illuminated totem sign. RESOLVED to approve
S18/0459	Mr Shepherd 24 Park Road, DSJ	Removal of conservatory, single storey front and side extensions and raise RESOLVED to approve ridge height of roof
S18/0450	Mr & Mrs Robinson 78A Church St, DSJ	Single storey rear extension RESOLVED to approve
S18/0061	Mr W Ellis 50 Wade Park Avenue DSJ	Single storey replacement rear extension, render to existing block brickwork in porch and replacement cladding RESOLVED to approve

S18/0349	Mr B Fallows 125 Eastgate DSJ	Single storey rear extensions, first floor rear extension and dormer windows RESOLVED to approve
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Councillors Dilks and Stevens abstained from voting

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

The Deepings Carnival Committee	Asking for support & assistance in shortening the route of the carnival parade assembling on Jubilee Park and setting off from Thacker's Way	The Council approved of the shortened route and their involvement will be considered further at the next events committee
Deepings First – the neighbourhood plan group	Requesting that DSJPC's formally adopt the draft Deeping Walk policy	It was RESOLVED to formally adopt the draft Deeping Walk policy
Campaign to Protect Rural England	Invitation to enter South Kesteven's Best Kept Community Competition a collaboration between SKDC and CPRE running parallel to the County wide Best Kept Village and Small Towns Competition. Entries by 11 May 2018	As this was only open to parishes with a population under 7000 it was not considered.

132.18 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. Councillor Surgery held at The Deepings Community Library on Saturday 3 March 2018 from 10am until 12pm attended by Parish Councillor Green and County Councillor Barry Dobson** – Councillor Green advised that although it was a snowy day the Library was still very busy but no-one approached the Councillors present
- 2. St James Deeping Signal Box event held at the site of the re-build and the meeting room at The Institute on Saturday 10 March 2018** – Councillor Hall confirmed it had been an excellent well attended event with lots of press radio and TV coverage
- 3. Market Deeping Town Mayors Charity Civic Dinner held on Saturday 10 March 2018 at The Deepings Sports and Social Club** – Councillors Gilbert and Ward both confirmed that it had

been very good and well-attended

4. **Commonwealth Day Ceremony at Market Deeping Town Hall at 10am on Monday 12 March 2018** – Councillors Hardy and Shikins attended along with a number of Town Councillors and local residents
5. **Allotments Association AGM held at 7.30pm on Tuesday 20 March 2018 in the meeting room at The Institute** – Councillors Howell and Hall attended this event and answered a number of questions put to the Parish Council by the Association

133.18 To consider purchasing a defibrillator

Grants are available for Sports Clubs to apply to however they would only cover two thirds of the cost of the purchase of a defibrillator. Councillor Gilbert proposed, seconded by Councillor Shinkins, that the Parish Council should financially support the purchase of a defibrillator to be installed on and maintained by Deeping Rugby Union Football Club as this was a more appropriate location than the Stowgate Road payphone kiosk. **RESOLVED**

The Clerk was asked to enquire if DRUFC could use the Stowgate Road payphone kiosk to house the defibrillator and if not to add an item to next month's agenda to consider how the Stowgate Road pay phone kiosk could be used.

The Clerk was also requested to contact the local Lives Responders group to enquire if they would run a defibrillator training session for the public to attend

The remaining resident left the meeting

To resolve to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed in relation to the following matter:

135.18 Co-option - to consider the applications received for the Councillor vacancy

It was resolved to co-opt Christine Halls onto Deeping St James Parish Council.

136.18 Parish pump

- Volunteer to write April's press report – Councillor Ward
- Reminder that nominations for the Making a Difference Awards can be taken throughout the year - please contact the Office.
- Councillor Howell encouraged everyone to read the LALC and Came & Company newsletters that had been circulated as there were a number of relevant and interesting articles included
- Councillor Ward reminded everyone about the planning training from an SKDC Officer which had been arranged for 6.30pm on 10 April 2018
- Councillors Hosking and Shinkins had attended a Western Power Distribution meeting providing an update on work that would take place within Lincolnshire
- Councillor Howell reminded everyone to leave all confidential paperwork so that it could be shredded
- Councillor Shinkins requested that the Clerk ask SKDC to collect the rubbish that the volunteers from the Wildlife Trust had collected on Tuesday morning when they did a clean-up outside the entrance to The Deepings Nature Reserve along Station Road and Crowland Road.

- Councillor Dilks asked that an article should be included in the next newsletter concerning fire awareness in the home as at a recent planning meeting it had been stated that only one third of homes have smoke alarms fitted
- Councillor Dilks reminded everyone to registered if they intended to speak at the Development control committee meeting on Tuesday 3 April 2018 when the Linchfield Road development would be considered
- Councillor Pelling added that all smoke alarms only have a 10 year life and that just pushing the button only test the electric circuits not the sensor

Signed

Date