



DEEPING ST JAMES PARISH COUNCIL

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

E-mail: clerk@dsjpc.co.uk Tel: 01778 343266

Webpage: [//deeping-st-james.parish.lincolnshire.gov.uk](http://deeping-st-james.parish.lincolnshire.gov.uk)

Facebook: Deeping St James Parish Council

Parish Clerk: Julie Fortnum

The minutes of the meeting of Deeping St James Parish Council held at the Open-Door Church, 5 Spalding Road, Deeping St James, PE6 8NJ on Thursday 31 March 2022 at 7.30pm.

Present: Parish Councillors Bowell, Denman, Dilks (County and District), Fowler, Gilbert, Hall, Halls, Hosking, Little, Olson, Robinson, Rose, Shinkins-Hoppe, Stevens (District), Thomas (District), the Parish Clerk and two members of the public.

OPEN FORUM

Chris Ray, the applicant of planning application S22/ 2454 in respect of a 2-storey front extension and enlargement of existing dormers at 150 Eastgate Deeping St James, advised the Parish Council that whilst a garage would be built on the drive it would still be within the current building line along Eastgate and it would be a significant distance from the neighbouring property and that others along Eastgate had done the same. He also advised that he had discussed the plans with his neighbours who had not objected. Councillor Gilbert informed him that, as a consultee, the Parish Council had objected on the grounds of the application being forwards of the building line, an overdevelopment of the site and having an impact on the street scene. He advised the applicant to make any comments or observations known to the South Kesteven District Council who were the planning authority who would make the final decision on the application.

Chris Ray left the meeting.

Tony Plunkett, the Secretary of the Deepings Lions Club spoke in support of the grant application for financial support to hold the 2022 Deepings Carnival event – The Platinum Party in the Park. He explained that the costs quoted in the paper application were likely to be higher now as the organisation who had previously attended with the inflatables and offered a percentage of the profits to the event was this year asking for a flat fee of £500 to hire the equipment. He confirmed that they had also approached Market Deeping Town Council and Deeping St James United Charities for financial support.

Tony Plunkett left the meeting.

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

Councillor Stevens - agenda items 22.142.4 and 22.143.1 (planning applications S22/0443 and S22/0444)

Councillor Thomas – agenda item 2.142.4

Councillor Hall – agenda item 22.142.3

Councillor Halls – agenda item 22.143.1

22.138 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 Stevens - agenda items 22.142.4 and 22.143.1 (planning applications S22/0443 and S22/0444)

Councillor Thomas – agenda item 2.142.4

Councillor Hall – agenda item 22.142.3

Councillor Halls – agenda item 22.143.1 (planning applications S22/0443 and 0444)

Councillor Shinkins-Hoppe – agenda item 22.143.1 (planning applications S22/0443 and 0444)

22.139 To approve the minutes of the previous meeting held on Thursday 24 February 2022.

Agreed and signed as a true copy.

22.140 To receive the Clerks report and receive an update on matters arising from previous minutes.

The contractors completed the first cut of grass at Woody Heights recreation area and on the Riverbank on Thursday 24 March 2022

The conifer trees which were engulfing two burial plots within the Deeping St Jams Cemetery which were removed on 17 February 2022 have resulted in the one of the exclusive rights of burial grant holders requesting permission to erect kerbstones and lay a gravel bed on the grave.

The telegraph pole which is leaning towards the highway that was brought to the Parish Council's attention by a member of the public on 11 March 2022 has been reported to Lincolnshire County Council Highways who have confirmed that they and British Telecom have been aware of the lean since at least 2016 but as there is no movement in the pole and the cables from it are taut they are not concerned.

The groundworks and connection to an electricity supply were completed at Jubilee Park on Wednesday 16 March 2022 and the Clerk is arranging for a meter to be installed into the cabinet.

The Internal Auditor visited the parish council office on Friday 16 March 2022 and undertook several checks.

The extended pothole at the junction of Linchfield Road onto Spalding Road which exposes some cabling was reported on fixmystreet on 21 March 2022 and action is scheduled.

The Parish Clerk's appraisal took place on Tuesday 22 March 2022, the Appraisers were Councillors Hosking and Shinkins-Hoppe. The Parish Clerk will now arrange the appraisal of the Assistant Clerk and 3 Maintenance Workers.

The conifer hedge encroaching a pavement on Knight Close was reported on fixmystreet and a private contractor undertook some work on Tuesday 22 March 2022

The Environment Agency completed the remedial work required to the Willow Tree on the riverbank opposite the Hereward Way Junction on Thursday 24 March 2022

The contractors completed the first cut of grass at Woody Heights recreation area and on the Riverbank on Thursday 24 March 2022

On Thursday 24 March 2022 the Business Manager at the Deepings School advised of further damage two sections of fencing at the rear of the skate park which they are arranging repair of due to safeguarding requirements.

The Keep Britain Tidy Great British Spring Clean initiative running from 25 March 2022 to 10 April 2022 is being publicised on the Parish Council's Facebook page and noticeboards around the Parish.

Several 'making a difference' nominations have been received and there is still time for more as the deadline for nominations is 20 April 2022.

Letters have been issued to local groups encouraging them to send in nominations and inviting them to attend the Annual Parish Meeting.

The Clerk shared an advert promoting Jubilee events in the Deepings which was due to be included in the local free ad paper on Friday 8 April 2022. Market Deeping Town Council had prepared the advert and requested the Parish Councils input. It was agreed that the wording Deepings Beacon should read Deeping St James Beacon and that the Boundary should be changed to Riverside Park.

Councillor Shinkins-Hoppe advised that the landowners on Cross Road Market Deeping were working with Lincolnshire County Council highways to arrange the installation of a gate with restricted access to a section of the public highway.

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

Councillor Dilks' Lincolnshire County Council report

The Highways department had undertaken numerous works in the Deepings – filling potholes, repairing broken manhole covers, fixing loose kerb edging. He acknowledges that there is still lots to do especially on roads such as Station Road which is classed as a lower priority road. This was challenged by both Councillor Halls who advised that the secondary school bus from Crowland took this route and by Councillor Shinkins-Hoppe who said that because of the weight restriction within the Deepings many HGV vehicles used it.

The Area Highways Manager had visited Back Lane after the incident where the lorry had overturned damaging the road surface and the public right of way sign but no update had been received.

LCC Highways had agreed to cut back the hedges and replace the damaged signs at the Hards Lane and Spalding Road junction.

Not directly affecting Deeping St James but Councillor Dilks advised that there may be a change to the bus route for the 102 service to allow it to incorporate Stamford Road and Tattershall Drive Councillor Howell added that the installation of a bus stop pole and bus clearway markings will happen on Thackers Way as the bus service provider intended to continue operating the service along Campions Drive, Burchnell Close, Thackers Way and Crowson Way.

LCC Highways had finally accepted that work needed to be undertaken on Church Street. It was likely to be jet pumped which involved spraying tar in the holes to level it and then the road markings would be replaced.

Councillor Dilks had arranged a walk around with the Area Highway Manager on 4 May 2022 and would work with Councillor Shinkins Hoppe to draw up a list of sites to visit and suggestions for discussion for the Parish Council to agree at the April meeting.

Councillor Dilks' South Kesteven District Council report

Councillor Dilks thanked everyone who had completed the official and unofficial consultation about the proposals to refurbish the Deepings Leisure Centre. The responses had shown that a large number of people were in favour of retaining the learner pool. The overview and scrutiny committee meeting to consider the responses and a recommendation to keep the learner pool and not install a rising floor in the main pool is due to take place on Tuesday 5 April 2022.

District Councillor Thomas advised that she would not be commenting on the Deepings Leisure Centre consultation as she feels it is wrong to discuss it before the committee meeting. Councillor Dilks stated that it is a recommendation and Councillor Little stated that what had been said was in the public domain.

Councillor Thomas then asked if there was any news about the appeal relating to planning application S20/0632 for the dog exercise, obedience, agility and training area on

Hards Lane. Councillor Dilks advised that the appeal was still awaiting a hearing.

Councillor Thomas then asked for an update regarding the fencing which had been erected without permission at the property on Broadgate Lane. Councillor Dilks advised that the fence at the front had been removed and that he was of the opinion that that was all that would be done.

Councillor Stevens' South Kesteven District Council report

Councillor Stevens firstly asked if Councillor Dilks could take up the issues with the fire doors at the Library as this had still not been sorted out.

Following the consultation about the extension to the Deepings Community Library the committee now wish to put in a planning application and a funding application to the Heritage Lottery fund.

Tickets were selling well for the Deepings Literary Festival which would run from 28 April to 1 May 2022 which would feature a new Children's Festival event this year – 'Storyfest' would be held free of charge on 23 and 24 April 2022 in the Library and Community Centre.

22.142 Financial matters:

1. To approve the payments for March 2022 – it was proposed seconded and **RESOLVED** to pay accounts valuing £11,244.23

2. To note the income received in March 2022 – income valuing £4331.54 noted.

3. To consider the grant funding application received from the Deepings Bowling Association – It was agreed that a defibrillator was needed in this location which was accessible to not only Deeping Bowling Association but to the wider community and to this end the Clerk was asked to respond suggesting that the Bowling Association worked with the Deepings Rugby Club and the Open-Door Church to finance one together.

4. To consider the grant funding application received from the Deepings Lions Club – it was proposed, seconded and **RESOLVED** that a grant of £1000 should be awarded to the Deepings Carnival Committee in this Jubilee year.

5. As the Trustee of the Hall Meadow Charity Estate to consider the funding request from the Friends of Deeping St James – The Clerk explained that the plants, bulbs and compost required for the former 'in bloom' team to keep the containers in the Parish looking attractive had for the past two years been provided from the funds in the Hall Meadow Charity estate account which currently had a balance of £2169.37. They were last granted funding during 2019. The 'Friends' were requesting an amount of £750 which was proposed seconded and **RESOLVED** (with one abstention Councillor Stevens).

6. To consider contributing towards the cost of a railway bench with the inscription St James Deeping which St James Signal Box group are bidding on in an auction – this item was not discussed as the bench had not been won at the auction.

22.143 Planning matters:

1. To receive the minutes and any recommendations from the planning and transport committee meeting held on Tuesday 24 March 2022.

Councillor Shinkins-Hoppe introduced the minutes of the meeting stating that the committee had agreed that she should forward Deeping St James Parish Council's comments to Pam Byrd of the Deepings Neighbourhood Plan Group who was co-ordinating the response (including that from Market Deeping Town Council) to the consultation from Allison Homes about the housing development on Peterborough Road Market Deeping.

Councillor Gilbert introduced planning applications S22/0443 and 0444 relating to the Cross School Eastgate Deeping St James. The planning committee recommended that the Parish Council should not object to these plans as the work to be carried out would be an improvement to the site and the building. **RESOLVED** with 4 abstentions Councillors Dilks, Halls, Shinkins-Hoppe and Stevens.

22.144 To consider the purchase of a gov.uk domain so that staff and Councillors can have a Parish Council email address and also to consider upgrading the office laptops. Councillor Little introduced this item stating that Lincolnshire Association of Local Councils were encouraging all local Councils to use secure and professional email addresses for all their staff and members. This would also mean that the privacy rules within the GDPR regulations were being complied with. Councillor Little explained the options available and it was proposed seconded and **RESOLVED** that the domain deepingstjames-pc@gov.uk would be purchased for £110 for two years and that 21 10GB mailboxes should be purchased at £14.99 each.

Councillor Little then explained that the laptops being used by the office staff were 8 years old and did not have the capacity to upgrade to Windows11. There were two options to renew the hard drives at a cost of £130 to £250 each or purchase new laptops at a cost of £500 to £700 each. Due to the age of the laptops it was thought that replacing the hard drive may not be the best option as other parts may also need replacing e.g. the battery. It was proposed seconded and **RESOLVED** that two new Laptops would be purchased. The Clerk and Councillor Little would work together to fulfil these two recommendations.

22.145 To consider the following correspondence:

1. Lincolnshire Association of Local Councils – changes to the subscription charges for the website maintenance service. The Clerk will decide which of the offered packages is most suitable.

2. Our Forest Garden – proposal and costings for the summer forest school to take place from Monday 25 July to Friday 29 July 2022. It was proposed seconded and **RESOLVED** that a proposed cost of £3000 to run 10 2/12 hours sessions with 32 Children at each session should be accepted

3. Lincolnshire County Council sustainability team – invitation to attend the Deepings Cycling/Walking plan workshop on Tuesday 13 April 2022. The date was noted and Councillors Shinkins-Hoppe and Hosking confirmed that they would attend.

22.146 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 flying of the Commonwealth flag and reading of the affirmation at Jubilee Park off Thackers Way on Monday 14 March 2022 – Councillors Dilks, Gilbert, Halls, Robinson, Shinkins-Hoppe, Stevens, Thomas and three members of staff attended.

2. Allotment Association committee meeting held on Monday 14 March 2022 – Councillor Halls advised that from this meeting she had become aware that CCTV signage and a dummy CCTV camera had been installed by the Allotment Association committee without the Parish Council’s permission. It was noted that there could be a legal challenge if a request was made to provide footage. The Allotments Association had also made the decision to keep the gate padlocked at all times without consulting with the Parish Council and this had caused concern and difficulty to some allotment tenants. It was agreed that the Clerk should write to the Allotment Association committee telling them that the CCTV camera and signage should be removed and the gate should be left unlocked when tenants were on site.

3. Committee Structure working party held on Tuesday 15 March 2022 and attended by Councillors Bowell, Halls, Little, Shinkins-Hoppe and the Parish Clerk – Councillor Bowell introduced the notes from this meeting which had established delegated powers and terms of reference for the favoured new committee structure

- Allotments,
- Cemetery,
- Finance policies and personnel (with a personnel sub-committee),
- Open spaces and recreation areas and,
- Planning and transport

These T of R and DP were proposed seconded and **RESOLVED**

4. Meeting with Solicitor regarding applying for ownership of the riverbank held on Thursday 17 March 2022 attended by Councillor Bowell and the Parish Clerk – The Solicitor had been provided with all the background information which Councillor Bowell had completed and asked the Parish Clerk to provide as much supporting evidence as possible to show that the Parish Council had maintained and enhanced the riverbank over a number of years (ideally longer than 12 years) so that they could make an application for adverse possession of unregistered land. This would cost between £600 to £800. It was proposed, seconded and **RESOLVED** that Councillor Bowell and the Parish Clerk should try to make the application themselves but if not able to refer it to the Solicitor.

22.147 Parish Pump – items for information or inclusion on future agendas.

Councillor Robinson requested that the Parish Council purchase a Ukrainian flag to fly at Jubilee Park. This was agreed and Councillor Robinson offered to be responsible for putting it up and taking it down.

Councillor Rose advised that she had a Rowan Tree that needed a home and Councillor Bowell added that he still had 4 of the Parish Council’s trees that also needed planting.

Councillor Thomas mentioned that she had read some complimentary comments on Facebook about the Deeping St James Cemetery.

Councillor Stevens said that she had noticed the ‘Be aware don’t park here’ banner of the Primary School railings and it looked very good.

Councillor Shinkins-Hoppe requested that the following agenda items are added to next month’s agenda – an update on the stride and ride campaign, the making a difference awards and annual parish meeting and revisiting the ownership of Jubilee Park are added to next months agenda.

Councillor Bowell requested that the Parish Council returns to holding all the meetings at the Institute as the acoustics in the Open-Door Church were not ideal.

Councillor Bowell also requested that the District and County Councillors provide a written report for members to read prior to the meeting.