



DEEPING ST JAMES PARISH COUNCIL

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

E-mail: clerk@deepingstjames-pc.gov.uk Tel: 01778 343266

Webpage: deeping-st-james.parish.lincolnshire.gov.uk

Facebook: Deeping St James Parish Council

Parish Clerk: Julie Fortnum

The minutes of Deeping St James Parish Council meeting which was held in the meeting room at The Institute 38 Church Street Deeping St James PE6 8HD on Tuesday 15 April 2025 at 7.30pm.

Present: Parish Councillors Dilks (also County and District), Fowler, Gilbert, Halls, Hosking, Laws, Leader, Neville, Shinkins-Hoppe, Stevens, Townsin, District Councillor Ley and three members of the public.

The minutes were taken by the Parish Clerk

Open Forum

Two representatives from the Deepings Raft Race Committee introduced themselves and the Deepings Raft Race to the members an event which last year had become so busy the problem was running the event safely whilst continuing to make it appealing to the public. As the Iron Horse has now closed the exit point will be The Welland Gardens and the presentation will hopefully take place at The Stage. There will also be more events in Deeping St James with a new race, the family race, the option of a short course for the fun race involving collecting obstacles en-route. There will hopefully also be a build a raft on the day event at a location in DSJ as well as the usual best raft and best dressed crew. Funding from sponsorship and traders are coming in and PLI is being reviewed. They are looking at smarter advertising no brochure but banners, local magazines and social media. It is estimated that the event brings 3/4000 people into the Deepings.

Both representatives left the meeting.

John Baker, the Chair of Anthem Trust Community Council for the Deepings School introduced himself to the members and referred to the email that the Clerk had circulated to them advising of the roles for community councillors that were available as there are only 3 at present and ideally 10/12 are required. John has only been in the role for 3 months and their background is in communications which was one of the areas in which there are issues. The recent Ofsted report was good although it was acknowledged that there are still areas for improvement. John welcomed all ideas plus candidates.

Councillor Laws as a Governor at CIT Academy Linchfield School asked why Community Council and not Governing Body. In response John suggested it was more 21st century than a governing body with more specific roles and no overlap.

Councillor Dilks expressed his disappointment at what has happened since the School became an Academy especially as it when he was the Local Authority Governor (a role which was later removed) at the time of Chris Becketts Headship it was outstanding. However, he welcomes the fact that the School is re-engaging with the community as with 3 poor Ofsted's the Anthem Academy should have been removed. Councillor Gilbert stated that this was not the appropriate meeting for these comments.

Councillor Stevens advised that she used to receive a weekly school newsletter which allowed her to share school news and student successes via her magazine. Also, in the past former staff had nominated young people for the parish council's annual making a difference awards, the presentation of which had taken place in the school's

conference centre where one year the Head had spoken about community engagement. There are many ways that the school engaged with the community that appear to have stopped which needs addressing.

Councillor Shinkins-Hoppe bring the discussion to conclusion by advising everyone that the role of community councillor was for a 4-year term and if anybody was interested or knew of anybody who was they should speak to John.

John acknowledged all the comments and welcomed others to contact him if interested or with their thoughts and ideas.

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

Apologies had been received and were accepted from Councillors Bowell, Rose and Smith.

25.150 To receive declarations of interest under the Localism Act 2011.

Councillor Stevens –

25.156.5 - partner a Member of the Deepings Rotary Club

25.157.7 - Trustee of DSJ United Charities

Councillor Neville

25.156.5 – Member of the Deepings Rotary Club

25.156.6 – Member of the Deeping River Action Group

Councillor Shinkins-Hoppe

25.156.4 – Reimbursement to self

25.157.7 – Trustees of DSJ United Charities

Councillor Hosking

25.154.5 – Activity member of the Exotic Pet Refuge charity

25.151 To approve the minutes of the previous meeting held on Tuesday 18 March 2025.

It was proposed seconded and **RESOLVED** to sign the minutes.

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

-Following the vandalism to the temporary fencing and newly planted saplings in the wild area of Jubilee Park captured on CCTV taking place on the evening of Sunday 16 March and reported to the Police on Tuesday 18 March 2025 the Police have visited Linchfield School and spoken with the three youngsters and their parents. This action has heightened local awareness of the active CCTV cameras and that ASB will not be tolerated.

-A member of the public contacted Councillor Stevens on 21 March 2025 who referred to the Clerk asking when the hedge on the boundary of the old Cemetery and the rear gardens of Hereward Way was due to be cut. Response issued – in Autumn at the earliest.

-Several complaints were received by email and verbally following the cutting of the boundary hedging on Jubilee Park which took place on 20 March 2025. Responses were issued advising that ownership had been transferred from SKDC to DSJPC and the intention was to cut back planting that was already there and also plant more.

- On 25 March 2025 Councillor Shinkins-Hoppe and the Clerk met with a representative of the Legend on the Bench Charity to agree the exact location where the bench is to be installed on Jubilee Park.
- A member of the public contacted the office on 25 March 2025 after witnessing a lady trip on slabs at Manor Court Gardens. The maintenance team have been asked to assess the area and relay uneven slabs.
- The Council vehicle was serviced and MOT on Tuesday 25 March 2025 with an advisory of 4 new tyres being required which have now been replaced.
- On 29 March 2025 a Monkey Challenge climbing wall was installed in Hereward Way play area.
- A member of public contacted Councillor Shinkins-Hoppe on 28 March 2025 raising concerns that an area of grass remained uncut following a visit by Glendale the Parish Councils contractor responsible for cutting the highway verges. The piece of land in question (to the side of 9/91 Crowson Way) does not appear on the LCC Highway verge cutting plans and a question about responsibility has been raised with SKDC. The member of the public also questioned the financial impact on taxpayers of more than one contractor visiting the same area at different times to cut different pieces of land.
- A response was sent to 1 April 2025 to the member of public who asked for dog waste bins to be installed on the Springfield estate advising them to contact SKDC as the street cleaning and refuse collection authority to ask for general waste bins. I also referred this to the Ward District Councillors.
- A drain cover with a large gap posing a hazard was reported to Councillor Stevens by a member of the public on 8 April 2025. This was promptly forwarded to the Environment Agency who confirmed that they will deal with it.
- The Police contacted the office on 10 April 2025 to advise that there had been a steady increase in the number of incidents of older males misusing Woody Heights, drinking and drug taking and asking if CCTV would be available from this location if required.
- Completion reports have been forwarded to SKDC in respect of the community orchard funding, 25 March 2025 and the flood containment funding, on 8 April 2025, in order to obtain the remaining 25% of the funding.
- Several SKDC streetlights have been reported as not working and following reporting them the Clerk has been advised that this will be remedied with one of them being completely replaced.
- A small grant application was sent to SKDC on 11 April 2025 requesting funding towards the cost of organising the VE Day 80 Beacon lighting event.
- Thanks to Councillor Stevens a newsletter has been prepared which will be issued 18 April 2025
- An update has been received from The Deepings Practice Patient Participation Group was received on 10 April 2025 and circulated among all Parish Councillors.
- Councillor Townsin has signed up for the Environment Agency's new flood warning alerts trail
- A resident of Hereward Way had contacted the Parish Council office following ASB in and behind the conifer hedge at the rear of their properties located in the parish council owned open space. They have been advised to contact the Police about the ASB.

- An update from the Neighbourhood Policing team has confirmed that only did they visit Linchfield School following the ASB at the wild area at Jubilee Park they visited the homes of the 3 individuals responsible.

- A wildflower training course is being offered at a cost of £90 by South Kesteven District Council which it would be beneficial to send a member of staff on.

ACTION: The Clerk to speak to the maintenance team and book one of them on the course

25.153 To receive reports from the District/County Councillors.

Councillor Ley' District Council report

It was noted that DSJPC had been successful with several UK Shared Prosperity Fund grants during 2024/25. The UKSPF is changing for 2025/26

The Head of Public Protection had been contacted to follow up linking the Parish Council owned CCTV to the SKDC upgraded system

The enquiry about SKDC grass cutting responsibilities raised by a DSJ resident had been resolved

Councillor Ley is now SKDC's UK Armed Forces Champion and works with the Armed Forces Covenant Officer who is keen to speak to Parish Councils. The Clerk confirmed that they had made direct contact with the Parish Council

ACTION: The Clerk to invite them to attend a future parish council meeting

Councillor Laws asked if there was any support for American and Canadian Armed Forces personnel living in South Kesteven. Councillor Ley advised she was in discussions to extend support to include others.

Councillor Dilks District and County Council report

Advised that he is Cabinet Member for Armed Forces Covenant and has recently arranged for the Armed Forces Covenant Officer to interview/film a 102-year-old DSJ Veteran as part of the VE/VJ 80 commemorations

SKDC have grant funding available towards VE/VJ day events and although DSJPC were unable to apply due to having more than £10000 in the bank account the Deepings Heritage group were successful in obtaining funding for their event on Sunday 11 May 2025 in the Deepings Community Centre.

SKDC continue to work on the Local Plan and there will be a consultation on the draft plan during the Summer. He also advised that he had received the consultation on the draft Peterborough Local Plan which he had forwarded to the Parish Clerk.

Councillor Shinkins-Hoppe advised that along with Councillor Smith, Market Deeping Councillors Jones and Byrd, she would be attending a meeting on 27 April 2025, with representatives from other Parishes in the Peterborough area to consider a response. Councillor Dilks confirmed he is trying to get the Area Highways Officer to the Deepings to look at a number of issues including the culvert issue in relation to the Deeping United Football Clubs planning permission.

A lot of time, at both District and County Council is being taken up with the local government reorganisation.

Councillor Dilks concluded by saying he was fully aware of the pre-election period (Purdah) which he said referred to decision making. He added that he was standing again at the upcoming County Councillor elections and thanked everyone for their support over the last 4 years.

25.154 Financial matters:

1.To receive the minutes and any recommendations from the Finance Policy and Personnel Committee meeting held on Tuesday 8 April 2025

Councillor Gilbert introduced the minutes from which there were no recommendation although he did wish to bring two points to the Councils attention.

Referring to the Internal Auditors comments

“According to the terms of reference, responsibility for review of standing orders and financial regulations lies with the Finance Policy and Personnel Committee. While it is acceptable for the committee to carry out such a review, it would be more appropriate for this to be referred to council as a recommendation for approval.”

The committee had noted this comment and procedure would be changed accordingly

“Councillors are encouraged to take action where this is required to make sure that council has access to all bank accounts and council funds.

At the time of writing, this appears still to be an issue and will continue to be presented as a strong recommendation. Relying on a small number of signatories is a potential risk to council, should those signatories not be available. Council should consider mitigation for this risk.”

Councillors Halls and Hosking advised that they had been unsuccessful in finding the links to complete their registration. Councillor Stevens advised that should would complete this. Councillor Gilbert stressed how important it was for there to be more than three signatories available asking for additional Councillors to step forward. Councillors Townsin, Laws and Burdock agreed

ACTION: The Clerk to make arrangements for these individuals to be added.

2.To approve the expenditure for April 2025.

There were 3 inaccuracies following the checking of the paperwork by Councillors Hosking and Townsin and endorsed by Councillor Gilbert showing that the process was robust. The amended total was £70,265.43.

3.To note the income for April 2025.

Income totalling £126,950.88

4. To consider the grant application received from the Deepings Raft Race Committee requesting funding for the Raft Race event taking place on Sunday 3 August 2025.

It was proposed seconded and **RESOLVED** to make a grant of £400 as requested.

5. To consider the request from the Exotic Pet Refuge for prizes (or a donation for the purchase of) for the raffle on Open Day to be held on Sunday 20 April 2025.

It was proposed seconded and **RESOLVED** to make a donation of £50.

25.155 Planning matters:

1. To consider the following planning applications:

[S25/0562 | Replacement roof, insertion of front dormers, erection of single storey rear extension and garage to side following demolition of existing two storey extension and outbuilding. | Five Houses 45 Towngate East Market Deeping Lincolnshire PE6 8LQ](#)
[S25/0580 | Alterations to roof and external materials of dwelling and erection of front porch. Construction of garden studio building. | 9 Church Street Deeping St James Lincolnshire PE6 8HF](#)

In the absence of Councillor Smith, Councillor Gilbert shared both of these applications with the Council who agreed that the responses should be no objections.

25.156 To consider the following correspondence.

1. Deeping St James Women's Institute – requesting permission to plant a tree on Parish Council owned land to recognise 110 years of the National Federation of Women's Institutes [Celebrating 110 years of The WI | National Federation of Women's Institutes](#)

Following discussion about the most suitable location (Jubilee Park or St Vincents Close suggested), the size and type of tree and the protection required to avoid vandalism plus the long-term maintenance it was agreed to accept a donated tree. It was proposed seconded and **RESOLVED** that it should be planted on the open space off St Vincents Close to compliment the 10 fruit trees recently planted there.

ACTION: The Clerk was asked to respond to the DSJ WI representative asking what type and size of tree

2. Deepings Raft Race Committee – inviting the Deeping St James Parish Council Chairperson to attend the event on Sunday 3 August to open the Raft Race and, as in previous years, judge some of the fantastic Rafts that enter.

It was agreed that the Parish Council Chairperson would fulfil the duties requested. A decision as to whether to have a parish council pitch at the Raft Race would be considered at the Recreation and Open Spaces Committee meeting due to be held on Tuesday 13 May 2025.

3. Deepings School – Chair of Community Council

See open forum.

4. Roman Catholic Church – regarding the work re-laying the slabs that have been lifted by the roots from the tree in Manor Court Gardens and raising concerns that this may happen again.

The contents of this email were noted as if the issue arose again the parish council would deal with it at the time.

5. The Rotary Club of the Deepings – Advising of their intention to purchase a defibrillator for community use, asking for location suggestions and also if it could be donated to the Parish Council for.

After looking at the locations of other community defibrillators in Deeping St James via [Defib finder – find the defibrillators nearest you](#). It was proposed seconded and **RESOLVED** that the Parish Council would take responsibility for a donated defibrillator at the preferred location of the Priory Hall (who had expressed an interest in having the one that was relocated from the Heritage phone box to the Methodist Church). This was a well-used hall, close to the Priory Church and another community building (the former Cross School) as well as many residential properties.

ACTION: The Clerk to communicate this to the Rotary Club representative and work with them and the Priory Hall to achieve installation

6. Deepings River Action Group – Letter to DSJPC, MDTC and DGPC raising concerns about the volume of litter in the community and asking for support to tackle this.

Councillor Neville introduced this item explaining that he was hoping for a more co-ordinated approach tackling the problem of litter so suggested a cross council working party. However, Deeping Gate had already considered the item and although they had responded they had not committed as they undertake their own campaigns.

After discussion with the Clerk, Councillor Shinkins-Hoppe, who litter picks on her daily walk, suggested that the group could set up a bank account and adopt a constitution then they would be able to apply to the local councils for funding to publicise and organise litter picks.

Councillor Stevens advised that as well as litter picking regularly herself, the parish council were aware of the issue, had run education campaigns in previously and organised many litter picks themselves plus employed staff to do this. Councillor Dilks supported this and said that South Kesteven District Council street cleaning team were in the parish daily and would collect bags of litter from litter picking groups if pre-organised. Alongside this Councillor Gilbert said that accessing private land to litter pick or use their skip should be done with caution as it could be classed as trespass. It was agreed that like Deeping Gate, DSJPC would not be committing to a working party to co-ordinate publicity and attendance at Deepings River Action Group litter picks.

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

1. 21 March to 6 April 2025 – The Keep Britain Tidy Great British Spring Clean campaign.

Whilst the Parish Council had not organised a community litter pick they had lent out litter picking equipment to DSJ Allotments Association and Deepings Rangers Football Club as well as being aware that other community groups and individuals had completed litter picks

2. Thursday 20 March 2025 – Sunday Funday Day working party meeting at Market Deeping Town Hall.

Councillor Townsin advised that organisation of this year's event was progressing well with sponsorship and traders coming forward and the required permissions being granted.

3. Friday 28 March to Sunday 30 March 2025 – The Whale Plastic Ocean event on Jubilee Park off Thackers Way.

Councillor Laws visited Jubilee Park every day the Whale was in-situ and helped erect the parish council gazebo used by the Deepings River Action Group as an opportunity to promote litter picking initiatives in the community. There were a large number of visitors some just to see it as the places had been booked up very quickly. The Performers were really engaging too. Many visitors asked if it would be returning.

Councillor Stevens advised that on the Saturday, to compliment the event, there had been a professional storyteller and face painter at the Deepings Community Library, who had also been well received by visitors.

4. Friday 28 March 2025 - Mayor of Market Deeping's Civic Dinner at The Black Horse Baston

Those that attended said this was a very good event.

5. Monday 31 March 2025 - Mural installation plus the story and celebration event at the Deepings Community Library marking the end of The Deep Places Project Councillor Stevens introduce this item saying the Artist, Rose Croft, had visited lots of local groups to obtain input which she wove into the fairy-tale story that accompanies the mural. Editions of the story are available from the Library and it will be read out at the StoryFest event from 31 May to 1 June (1-4pm)

6. Tuesday 1 April 2025 – Annual Parish Meeting/MAD award presentations and VE day 80 working party meeting

Councillor Stevens hoped that everyone had voted in the Making a Difference Awards and said that all Councillors should attend this event, from 7pm on 28 April 2025, at the Priory Hall, Church Street, Deeping St James, if they are able to.

The VE day event would take place from 6.45pm on Thursday 8 May 2025 and include entertainment from Upwood Ukuleles and 1940's singer Rachel Hamby as well as coffee/cakes from Jackalope Joes, a tribute from the Chair of the Council and the lighting of the Beacon.

7. Wednesday 9 April 2025 – Meeting between representatives of Deeping St James Parish Council and Market Deeping Town Council to consider the request for financial support received from Deep In Kindness in February 2025 (minute 25.128.6)

The purpose of this meeting had been to see what support DSJPC and MDTC could offer.

Councillors Shinkins-Hoppe and Stevens along with Councillors Byrd and Broughton from Market Deeping Town Council met and considered the full list of activities and facilities on offer to not only residents of The Deepings but outlining areas and parishes.

The concerns raised were that a very wide range of activities were being offered, all of which needed risk assessments; a large amount of capital was needed to keep running; about the provision of and the qualifications of those offering the SEN youth group provision and other guidance.

The value of the work the group are doing was acknowledged but there were concerns about the background work to operate within a legal framework. It was also noted that there are already other specialist organisations which people can be signposted e.g., CAB, Children's Centre, Youth Group, Men in Sheds, Library, plus Market Deeping Feoffees and DSJ United Charities are also available to help local residents.

Councillors Byrd Broughton Shinkins-Hoppe and Stevens suggested that like any other community organisation, Deep In Kindness, could apply to both Councils for funding towards a specific project but neither Council would be precepting a figure each year as they did for the Youth Group, Library and Citizens Advice to financially support Deep In Kindness.

District Councillor Ley advised that she also had the same concerns, had been contacted by some residents and was happy to hear from others.

It was proposed seconded and **RESOLVED** that the Parish Council would not precept a figure to support the Deep In Kindness CIO however they would consider grant funding applications for specific projects as they had for the pantomime in December 2024.

ACTION: The Clerk was asked to issue a response to Deep In Kindness

8. Friday 11 April 2025 – The Deeping Lions Charter Dinner at The Black Horse
Those who attended said this was a good event.

It was **RESOLVED** to move into closed session in accordance with The Public Bodies (Admission to Meetings) Act 1960 section 1(2) in order to protect the identities (under the General Data Protection Regulations) of the individuals involved in the following matters.

25.158 As Acting Burial Authority for Deeping St James Cemetery, to consider a request from the holder of the Exclusive Right of Burial of a grave in the Cemetery, to agree to the granting of a licence for the removal of buried human remains from the Ministry of Justice, and to also agree to the re-burial of those human remains in another grave in the Cemetery.

The circumstances of this request were brought to the Parish Councils attention by the Parish Clerk. It was proposed seconded and **RESOLVED** that the Burial Authority declaration should be signed.

25.159 As Acting Burial Authority of Deeping St James Cemetery, to receive an update relating to the application, submitted in September 2024, to the Ministry of Justice, to grant a licence for the removal of buried human remains.

The Clerk informed the Parish Councils that further correspondence had been received from one of the parties, and that along with Councillors Shinkins-Hoppe and Stevens, a response had been agreed. The Parish Council acknowledged the information provided and expressed their support of the Clerk's work.

RESOLVED to move from closed session.

25.160 Parish Pump - items for information or inclusion on future agendas.

Councillor Gilbert invited everyone to attend the Easter Services at Kingsgate Community Church in Parnwell on Sunday 20 April 2025 which would be attended by 15/20 individuals from Deeping St James who had benefited from Christmas and Easter hampers from the Church.

Councillor Hosking reminded everyone that the Exotic Pet Refuge would be holding an open day on Sunday 20 April 2025

Councillor Fowler asked if the Parish Council would be organising a footpath walk this year. Councillor Shinkins-Hoppe said this would be considered by the recreation and open spaces committee on 13 May. It was noted that the Parish Council were organising 5 events already during 2025 and were likely to attend a further 4.

Councillor Laws mentioned the lack of streetlights on the footpath along Linchfield Road between Campion Drive and Brewton Drive along with the lack of footpath on the east side and no safe crossing despite there being two well used bus stops.

Councillor Dilks said when the Area Highways Officer next visited the Deepings they would look at this however he knows that when the Church Street improvements were put forward there was no money for the project so it was likely that this would be the same.