



DEEPING ST JAMES PARISH COUNCIL

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

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Parish Clerk: Julie Fortnum

The minutes of the Deeping St James Parish Council meeting held **in the meeting room at The Institute 38 Church Street Deeping St James PE6 8HD on Tuesday 20 May 2025 at 7.30pm.**

Present: Parish Councillors Bowell, Burdock, Dilks (County and District), Fowler, Gilbert, Halls, Hosking, Laws, Leader, Neville, Rose, Shinkins-Hoppe, Smith, Stevens and Townsin.

26.1 To elect a Chairperson and to obtain their signed declaration of office.

Two nominations were received – Councillor Shinkins-Hoppe and Councillor Bowell.

It was seconded and **RESOLVED** that Councillor Shinkins-Hoppe would be Chairperson.

The acceptance of office form was signed and witnessed.

26.2 To elect a Vice Chairperson and to obtain their signed declaration of acceptance of office.

Two nominations were received – Councillor Bowell and Councillor Smith.

It was seconded and **RESOLVED** that Councillor Smith would be Vice Chairperson

The acceptance of office was signed and witnessed.

OPEN FORUM

No members of the public were present.

26.3 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 Halls and Leader

26.4 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 - Minute 26.14.1 payment to business I'd Rather Be in Deeping

Councillor Stevens – Minute 26.14.4 member of the Friends of Deeping St James

Councillor Shinkins-Hoppe – Minute 26.17.12 Trustee of DSJ United Charities owner of The Cross School where the Deeping Youth Group meet

26.5 To approve the minutes of the previous meeting held on Thursday 15 April 2025.

Agreed and signed.

26.6 To agree to follow and work within the Local Government Association Code of Conduct which was adopted on 27 May 2021.

Proposed seconded and **RESOLVED**.

26.7 To agree to and individually sign the data compliance checklist.

Agreed and signed by the thirteen Members present.

ACTION: Councillors Halls and Leader to sign at the next meeting they are present at.

26.8 To agree to the re-adoption of the current Standing Orders and Financial Regulations on the understanding that the Clerk and members of the finance policy and personnel committee will work towards presenting revised documents to the Council at the June meeting after referring to the model documents shared by the National Association of Local Councils

It was proposed seconded and **RESOLVED** to accept the current two policies and for continue to work towards adopting the new model documents from the National Association of Local Councils.

26.9 To appoint new committees and advisory committees, currently Allotments Committee, Cemetery Committee, Finance Policy and Personnel Committee, Recreation Areas and Open Spaces Committee, Planning and Transport Committee, Personnel sub-committee and Emergency plan sub-committee.

Allotments Committee

Councillors Howell, Fowler, Halls, Leader, Rose and Shinkins-Hoppe

Cemetery Committee

Councillors Halls, Hosking, Shinkins-Hoppe, Stevens and Townsin

Finance Policy and Personnel Committee

Councillors Howell, Gilbert, Halls, Hosking, Laws, Neville, Shinkins-Hoppe and Stevens

Planning and Transport Committee

Councillors Howell, Burdock, Gilbert, Laws, Rose, Shinkins-Hoppe, Smith and Stevens

Recreation and Open Spaces Committee

Councillors Hosking, Laws, Neville, Rose, Shinkins-Hoppe, Smith and Stevens

Personnel Sub-committee

To be agreed at the next F,P & P meeting. Councillor Rose expressed an interest

Emergency Plan Sub-committee (working with Market Deeping Town Council)

Councillors Burdock, Neville, Shinkins-Hoppe, Stevens and Townsin

26.10 To appoint members on outside advisory bodies and note membership on other outside bodies

Deeping St James United Charities – Councillor Shinkins-Hoppe (Parish Council representative), Councillor Stevens

Deeping Youth Group - Councillor Hosking (Parish Council representative)

Deeping Community Library – Councillor Stevens

Deepings Neighbourhood Plan Group – Councillors Shinkins-Hoppe, Smith and Stevens. Councillor Burdock to attend to see if he wishes to join.

Deepings River Action Group – Councillors Howell and Neville

East Mercia Rivers Trust – Councillor Howell

Langdyke Trust – Councillors Shinkins-Hoppe, Smith and Stevens

Langtoft, The Deepings and district Branch of The Royal British Legion – Councillor Dilks

Lincolnshire Resilience Forum – Councillors Neville, Shinkins-Hoppe, Stevens and Townsin

Neighbourhood Policing Panel – Councillors Howell and Halls

St James Deeping Signal Box Group – Councillor Stevens

Welland Footbridge Project – Councillors Shinkins-Hoppe and Smith

26.11 To accept the meeting schedule for the year May 2025 to April 2026.

Six amendments were made after which it was accepted and will be available to view on the Parish Council's webpage.

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

- The Clerk continues to work towards completing the Annual Governance and Accounting Return and is in communication with the Internal Auditor

- As at 9 May two of the eight new noticeboards have been installed, the maintenance team will continue to work to get the remaining six installed around other tasks

- Following a request from the Clerk, confirmation has been received from SKDC that the Deepings Leisure Centre sign near the Deepings School sixth form block will be removed during the May school holiday

- The Priory Hall Trust have confirmed that they are in agreement that the community defibrillator to be donated by the Rotary Club of the Deepings should be attached to one of the external walls of the hall. Following the agreement that DSJPC will be responsible for the regular checks and maintenance of the equipment they have agreed they will accept the responsibility for the electricity supply.

- The application for a licence for the removal of human remains in respect Arthur Bennett which was requested by the family was sent to the Ministry of Justice on 2 May 2025

- The new slabbed path in the extended section of the Cemetery has been laid

- Allotment inspections have recently taken place and the appropriate letters have been issued

- The Portable appliance testing of electrical equipment owned by the Parish Council was completed on 22 April 2025

- The grass cutting within the Parish continues to be cut by the chosen contractors in accordance with the agreed contracts

- Deeping St James Women's Institute are happy with the suggested location of the land off St Vincent's Close for the location of a commemorate 110 years of the National Federation of Women's Institutes. A further fruit tree to compliment the 10 fruit recently planted there as part of the Coronation Community Orchard Scheme has also been agreed.

- The decision that the Parish Council had not agreed to precept a figure to support Deeping Kindness CIO on an annual basis but that they would consider grant funding applications for specific projects has been shared with the charity

- The Lincolnshire Armed Forces Community Covenant Officer based at North Kesteven District Council has been invited to attend a future Parish Council meeting.

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

South Kesteven District Council

Councillor Dilks is now SKDC's Armed Forces Member and had attended a number of VE Day 80 events on Thursday 8 May 2025

The planning committee are to meet on 3 June 2025 to consider the draft local plan which would include housing allocation sites in the Deepings. This along with the housing allocation site in Deeping Gate, which is part of Peterborough City Council's draft local plan, will put pressure on the Deepings

Lincolnshire County Council

Councillor Dilks advised that following the election LCC were now a Reform led Council, following 25 years of Conservative leadership. Councillor Dilks continues to be leader of the Independent Group. Along with Councillor Baxter, the Councillor for Deepings West, they would be meeting with the Highways Officer on 5 June 2025 to assess issues across the Deepings.

Councillors Dilks and Baxter also have a meeting arranged with the Rt. Hon. John Hayes MP and representatives from the Anthem Trust Academy/The Deepings School

26.14 Financial matters:

1. To approve the payments for May 2025.

It was proposed seconded and **RESOLVED** payments totalling £35,941.14

2. To note the income for May 2025.

Income totalling £20,968.97

3. To agree the public and employer's liability insurance renewal commencing from 1 June 2025.

It was proposed seconded and **RESOLVED** to accept the renewal invitation costing £3158.81

ACTION: The Clerk was asked to check the scope of the key worker cover that is included within the policy

4. To consider the grant request for Friends of Deeping St James.

Councillor Dilks proposed that the £300 being requested should be granted

ACTION: The Clerk to obtain advice from the Internal Auditor regarding authority when making payments from the Hall Meadow Estate Charity.

26.15 Planning matters:

1. To receive the minutes and any recommendations from the Planning and Transport committee meeting held on Tuesday 13 May 2025.

Councillor Smith introduced the minutes from which there were no recommendations

2. Peterborough Draft Local Plan (PDLP) consultation - To consider the draft response by Deepings Neighbourhood Plan (DNP) Group regarding the Peterborough Draft Local Plan (PDLP) consultation regarding the proposal for 1055 houses on Land West of Lincoln Road ('Proposal site LP53.7'). To be presented by representatives of the DNP Group for comment and/or support by DSJPC.

Full information on PDLP consultation is available via this link

<https://www.peterborough.gov.uk/council/planning-and-development/planning-policies/local-plan-review#draft-local-plan-consultation---april-to-may-----1-0>

Three Appendices:

Site plan, Land West of Lincoln Road

Summary of PDLP

Draft Response by DNP Group

Councillor Smith referred to the public meeting held at the Green School on Saturday 17 May 2025 which 100 members of the public attended. He then introduced the draft objection which had been circulated to all Members. It was seconded and **RESOLVED** to send the objection.

Councillor Dilks advised that South Kesteven District Council will be considering their response this afternoon and he encouraged everyone to comment on the consultation which has a closing date of 29 May 2025.

3. To receive and consider the following Planning Applications:

<https://prod.publicaccess.southkesteven.gov.uk/online-applications/search.do?action=simple&searchType=Application>

Application No: S25/0831

Applicant: Mrs Christine Somerville

Proposal: Single storey rear/side extension

Location: 34 Manor Way, Deeping St James, Lincolnshire, PE6 8PT.

App Type: Householder

Councillor Smith introduced this application proposing that that the Parish Council made no objections. Seconded and **RESOLVED**.

26.16 To consider the following correspondence.

1. Lincs and Northants Environment Agency – notification of maintenance taking place in the parish over the spring months.

Noted.

2. South Kesteven District Council – advising of funding for trees that is available from the [Network Rail Community Tree Planting Fund - The Tree Council](#)

It was decided that no application would be made at present as there is not yet a planting strategy for parish council owned land.

3. Lincolnshire County Council and South Kesteven District Councils - responses to the letter issued on 18 April 2025 about the AstroTurf on the playing fields off Spalding Road.

It was proposed, seconded and **RESOLVED** that a reply should be issued to Lincolnshire County Council reminding them of their responsibilities under the lease and that Deeping St James Parish Council would be seeking their own legal advice. Councillor Dilks also asked for copies of all the paperwork so that he could pursue it with legal services at Lincolnshire County Council when he next visited on Friday 23 May 2025.

4. Connect to Support Engagement Coordinator for Lincolnshire County Council inviting the Parish Council to be listed in their directory

<https://lincolnshire.connecttosupport.org/>

It was decided not to take up the invitation

5. Legend on the Bench Charity – Confirmation of the installation (19 May) and reveal (29 May) date of the 28th donated bench which will be located at Jubilee Park, Crowson Way end. [Legend on the Bench charity | suicide prevention](#)

ACTION: the Clerk was asked to invite the Mayor and Members of Market Deeping Town Council and representatives of Deeping Rangers and Deeping United Football Clubs. Councillors Stevens offered to contact Bert Murray and Steve Holt.

The Clerk was also asked to promote the event on Facebook

6. Invitation to Local Government Reorganisation Briefings by SKDC.

Councillor Shinkins-Hoppe encouraged everyone to attend especially as the two committees due to meet on the same day had been re-scheduled.

26.17 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 consider any recommendations from them:

1. St Georges Day flag raising at Jubilee Park on Wednesday 23 April 2025

Noted.

ACTION: Clerk to speak to the maintenance staff regarding why the flag does not rise to the tip of the flagpole

2. St Georges Day Service at the Priory Church on Sunday 27 April 2025

Councillor Shinkins-Hoppe attended along with a number of Squirrels, Beavers, Cubs and Scouts.

3. Sunday fun day working party meeting Thursday 24 April 2025

Work continues to pull this event together. The next meeting is at the Institute from 7pm on Thursday 22 May 2025

4. Deeping Community Policing Panel in the Deepings Community Centre on Thursday 24 April 2025.

Councillor Halls was not present to provide a report. Councillor Howell advised that the Chief Inspector has agreed to attend the next meeting.

5. Annual Parish Meeting and Making a Difference Awards on Monday 28 April 2025

Councillor Stevens said this was a well-attended event with a great presentation from Ajay Tegala.

6. Jubilee Park improvements working party meeting Wednesday 30 April 2025

Councillor Smith advised that they had met with the Groundwork Fundraising Officer who had provided lots of information. The next meeting was scheduled for Tuesday 27 May 2025

7. VE Day Celebration and Beacon Lighting on Jubilee Park on Thursday 8 May 2025

Councillor Rose said that it was cold but a good turnout and both musical acts were well received.

8. To receive the minutes and any recommendations from the Recreation and Open Spaces Committee meeting held on Tuesday 13 May 2025

Councillor Shinkins-Hoppe introduced the minutes of the meeting from which there were no recommendations but lots of actions.

9. Play areas routine inspection course on Tuesday 13 May 2025 at Washingborough playing fields, organised by Lincolnshire Association of Local Councils. One maintenance worker attending.

Noted.

10. Establishment and management of wildflower areas in amenity turf course on 13 May 2025 at Boothby Wildlands. Two maintenance workers attending.

Noted.

ACTION: The Clerk was asked to request all Councillors and Staff to complete a feedback form following attendance on training

11. Deepings Charity Run, starting/ending on the playing field Spalding Road/Linchfield Road Deeping St James. Organised by the Rotary Club of the Deepings held on Sunday 18 May 2025.

Some feedback to the Rotary – signs were put out too early on Sunday morning waking some local residents

12. Deepings Youth Group Annual General Meeting 12 April 2025.

Councillor Hosking attended this meeting and advised that older ones still met at The Cross School and the younger ones met at the DSJ Community Primary School.

There continued to be issues between the DYG, as sub-letter, and the DSJ United Charities, tenant and a mediation meeting had been arranged for 19 May 2025 but she understood no-one attended on behalf of the tenant.

Councillor Shinkins-Hoppe as a DSJ United Charities Trustee advised that strategies had been put in place to assist with the issues.

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 matter.

26.18 To consider the communication received from the Ministry of Justice on 29 April 2025 regarding the application for a licence for the removal of human remains.

It was proposed seconded and **RESOLVED** that the Parish Council/Acting Burial Authority's position regarding signing Section B of the application form remained as it had when the application had been forwarded to the Ministry of Justice in September 2024. That is, that it would be unlawful to sign as we are aware of objections.

It was **RESOLVED** to come out of closed session.

It was **RESOLVED** to suspend Standing Orders and continue the meeting after 10pm to complete the business on the agenda.

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

Councillor Stevens advised that a footpath walk had been agreed by the recreation and open spaces committee. It will be held at 7pm on Thursday 10 July 2025 meeting at The Walnut Tree Public House on Horsegate and reconvening there after the walk for refreshments

Councillor Bowell pointed out that Financial Regulations 5.2 and 5.6 required clarification. The Clerk acknowledged that Financial Regulations needed to be reviewed.

Councillor Smith asked if the suggested Great Big Green Week event being organised by South Kesteven District Council on Thursday 12 June 2025 was still going ahead. No confirmation had been received by the Clerk so this needs to be confirmed.

Councillor Laws advised that Linchfield School Summer Fayre would be held on Sunday 12 July 2025 and that they would appreciate it if the Parish Council's noticeboards could be used. This was agreed.

Councillor Shinkins-Hoppe advised that the Parish Council would be siting the gazebo at the Rose and Sweet Pea Show and Fete between 1pm and 4.30pm on Saturday 28 June 2025. Councillors were required to set up, represent the Council during the afternoon and clear away.

Meeting closed at 10.05pm

Signed

Dated