

SCOTTON PARISH COUNCIL

MINUTES OF THE MEETING OF SCOTTON PARISH COUNCIL HELD

AT SCOTTON VILLAGE HALL NORTHORPE ROAD DN21 3RB

FRIDAY 3RD MAY 2024 AT 6.00PM

Present: Councillors R. Walker, S. Walker, Dr. M. Johnson, H. Alexander, and Y. Huddleston

In attendance: Leticia Cooper - Clerk & RFO, Cllr. K. Carless - District Cllr., and two members of the public

Item 19/5/24 Appointment of Chair and vice chair, signing of the Declaration of Acceptance of Office prior to the start of the meeting

a. Appointment of chair

Cllr. R. Walker put himself forward for re-election. Cllr. Dr. Johnson proposed the motion and Cllr. Alexander seconded it. Council voted and unanimously RESOLVED to re-elect Cllr. R. Walker as chair. Cllr. R. Walker signed the acceptance of office prior to the start of the meeting.

b. Appointment of vice chair

There were no nominations.

c. To confirm that all councillors 'Register of Interest' forms are up to date

There were no changes declared.

Item 20/5/24 Public session

The council received expressions of interest for co-opting to Council. The clerk would follow this up. There was discussion of parish finances.

Item 21/5/24 To hear reports from County or District Councillors

Cllr. Carless spoke of her involvement in the Environment & Sustainability group. Information about free energy advice had been forwarded to the clerk, who had shared it on social media. Posters would be put on the notice boards. Plans to arrange a Councillor's surgery were progressing and details would be finalised with Cllr. S. Walker.

Item 22/5/24 To hear apologies and accept reasons for absence

There were none.

Item 23/5/24 To receive any declarations of interest in accordance with the Localism Act 2011 and to consider any requests for dispensation

Cllr. S. Walker declared an interest in item 30.

The clerk advised that unless the Council awarded dispensation Cllr. S. Walker should leave the meeting. The Council voted upon and unanimously RESOLVED to award Cllr. S. Walker dispensation to remain in the meeting and hear discussion.

Cllr. R. Walker declared interest in item 30 as spouse to Cllr. S. Walker. Council voted upon and unanimously RESOLVED to award dispensation to Cllr. R. Walker, to continue to chair the meeting.

Item 24/5/24 To receive and approve notes of meeting held 4th April 2024

The council voted upon and unanimously RESOLVED to accept the notes of 4th April 2024 as a correct record and signed as minutes with the following amendment to Item 13a to read: - Cllrs. S. & R. Walker offered to use their property as a 'meeting' house, the term 'safe' house was struck from the record and amended in print.

Item 25/5/24 Councillors – To confirm the delegation of roles and/or responsibilities as listed and resolve to accept or amend as appropriate

A schedule of delegated responsibilities was circulated prior to the meeting. All Councillors were willing to continue in delegated roles and responsibilities. Cllr. R. Walker put himself forward as allotment warden.

The Council voted upon and unanimously RESOLVED to recognise delegated roles and responsibilities for each councillor and to carry these forwards into the coming year.

Item 26/5/24 Finance

a. The Council noted the financial budget and expenditure reports, including an up to-date banking statement for all bank accounts.

b. To consider and approve payments and expenses: -

- Clerk's salary - May 2024
- Clerk's mileage – May £19.35
- Grass cutting April – Mr. C. Williams £180.00
- Postage – Reimbursement to clerk £1.55

Mr. Williams enquired if he could carry over unused hours in each month as the amount of work in each month was variable. The Council voted upon and unanimously RESOLVED to allow this if it remained within the agreed budget. Cllr. R. Walker to speak to Mr. Williams to relay council's decision.

c. To confirm renewal of annual direct debit to the Information Commissioner of £35.00. The clerk advised that if the Council paid by direct debit a discount of £5.00 would be given. The Council voted upon and unanimously RESOLVED to renew payment by direct debit.

d. The online banking policy had been updated following amendments to the banking mandate. The council voted upon and unanimously RESOLVED to approve policy amendments.

Item 27/5/24 Confirmation of banking mandate

Signatories to the account were Cllr. R. Walker, Cllr. Dr. Johnson, Cllr. Y.

Huddleston and the clerk. All signatories had access to internet banking. Cllr. R. Walker and the clerk had telephone banking permission. Bank cards were issued to Cllr. R. Walker and the clerk.

Item 28/5/24 Parish Council Insurance renewal 24th May 2024

The clerk had circulated quotes from Insurers prior to the meeting.

Cllr. Huddleston asked if the insurance would cover volunteers taking part in the Emergency Plan, as it had been advised during Emergency Planning training in April, that this was needed prior to the activation of the Emergency plan. Cllr. Dr. Johnson would contact Steve Eason-Harris, co-ordinator of Emergency planning to check this as it could affect the Council's renewal premium.

Action: Cllr. Dr. Johnson to contact Steve Eason-Harris and let the clerk know if additional insurance requirements were needed.

The council voted upon and unanimously RESOLVED to renew with Community First, (policy underwritten by Zurich), with the proviso that if the annual renewal quote was adjusted to include additional insurance needs, the Clerk would seek approval from the Council before proceeding with the renewal.

Item 29/5/24 Chairperson's allowance

The chair discussed the allowance and suggested it could be used to reward residents in the village for Community spirit. The chair asked all Councillor's to consider two residents for the award, whose names would be put forward to receive a voucher of not more than £25.00 each.

Item 30/5/24 To discuss the financial needs of Scotton Village Hall and consider how the Parish Council could help

The council unanimously agreed that the Village Hall should submit a detailed and robust grant application; including projected costs and quotes to enable the Council to consider how best to raise the capital required to support the Village Hall. The Council noted that the Village Hall were adding to infrastructure without considering future maintenance and that improvements to the Village Hall, which had potential to generate income, were secondary to recreational development. Further that the Village Hall did not appear to consider maintenance costs of these additional recreational facilities going forward, which had subsequently resulted in a lack of available funding to replace equipment which was faulty or worn.

Clerk to research requirements for obtaining borrowing permission from the Secretary of State.

Item 31/5/24 Community Orchard

Cllr. R. Walker had completed installing the membrane around the trees and reported trees appeared to be coming into leaf, with the plum tree slightly slower than the others but with signs of growth. Cllr. Alexander offered to trim around the trees when the land was drier.

Item 32/5/24 Allotment matters

Re-election of Allotment wardens 2024-25

Mr. A. Ramsay and Mr. R. Ramsay had indicated they would like to continue as volunteer allotment wardens. Cllr. R. Walker put himself forward as allotment warden.

Item 33/5/24 To receive any updates about the Pinfold to include updates on landscaping if applicable (Cllr. Alexander)

Cllr. Alexander had rounded out the corner of the pinfold and using left over compost had filled in the ruts caused by vehicles, then finished by re-seeding the area with grass seed. Cllr. Alexander would continue to monitor the area to see if this had improved the situation and prevented any further erosion of the Pinfold. Seasonal plants would be added to the planters later in the year.

Item 34/5/24 Emergency Planning Project

Cllr. Dr. Johnson had completed the draft Emergency Plan and submitted it to Steve Eason-Harris. Cllr. R. Walker raised concerns about the costs of maintaining the radios and equipment in the 'Emergency box' which would be given to the Council, following completion of the Emergency Plan.

Action: Cllr. Dr. Johnson to contact Steve to ask about maintenance costs of equipment.

Cllr. Dr. Johnson had been unable to attend the Emergency Training Day but Cllr. Y. Huddleston had attended.

Item 35/5/24 To hear any reports from the Village Hall Management Committee (Cllr. S. Walker)

- There was discussion about the financial difficulties which the Village Hall Committee were facing and that at least £20,000 was needed to complete work to the hall and recreation area.

Item 36/5/24 Planning matters

- Information only

Application 147921 extensions and external alterations

3 Crapple Lane, Scotton DN21 3QT

Decision pending.

- Information only

Application 145041- Granted permission 27.06.22

Description: Planning application for change, the use of part of an arable field into a wildlife and private fishing pond.

Location: Land off, Scotter Road, Scotton, Gainsborough, Lincolnshire, DN21 3QU

Update from Planning Enforcement: -

The investigation into the matter had been completed. The perimeter fencing around the land did not require planning permission due to it being less than 2m in height. The outbuilding on the land may be permitted development, however, an application for prior approval would need to be submitted for consideration by the Local Planning Authority. If prior approval was not granted then an application for full planning permission would be required for the outbuilding.

- Application 140545 – Plot 9, south of Eastgate Scotton DN21 3QR
Approval of reserved matters for the erection of 1no. dwelling and detached garage with annex accommodation, considering appearance, landscaping, layout, and scale – following outline permission 139520 granted 16.01.20.

Further updates: -

The Council contacted Planning Enforcement to report the alleged breach of planning permission. Planning Enforcement confirmed it was investigating following other independent reports. No further information received at the time of the meeting.

All planning applications are available on the WLDC website at: -

Planning | West Lindsey District Council (west-lindsey.gov.uk)

WLDC may reach a decision on listed applications following the issue of the agenda.

The council may subsequently discuss these decisions during the meeting.

Item 37 Parish Councillors Reports – Information Only - Cllr. Alexander had completed the ‘Traffic Management survey’ sent by Lincolnshire County Council (LCC) on the Council’s behalf. - Cllr. R. Walker commented that there had been no notification of road closures in the village and requested the clerk follow this up with LCC. - Cllr. Dr. Johnson gave his apologies for the meeting in June.

Item 38/5/24 Date of next meeting

6th June 2024 at 6pm.

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The meeting closed at 7.10pm