

SKILLINGTON PARISH COUNCIL

Grantham, Lincolnshire

Chairman: Graham Page Vice-Chairman: Richard Wrigley

Councillors: Neville Clark, Francis Disney, Dave Featherstone, David Raes, Anita Sheehan (Mrs)

Parish Clerk: Vicky Page (Mrs), The Old School, Colsterworth Road, Skillington, Lincs. NG33 5HF

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Notes of the Parish Council meeting held at Skillington Village Hall on Monday, 4th April 2016 at 8.00pm. These are DRAFT minutes and are subject to ratification at the next meeting of the Council.

Present: Cllr G. Page (Chairman), Cllrs N. Clark, F. Disney, D. Featherstone, D. Raes,

In attendance: Cllr Bob Adams (LCC & SKDC), P. Duggan (Resident) and Mrs V. Page (Parish Clerk)

1. **Apologies for absence:** Cllrs A. Sheehan (away for weekend) and R Wrigley (away for Easter holidays) and Cllr A. Webster (SKDC)
2. **Notes of the Parish Council Meeting on 7th March 2016:** were agreed and signed into Minutes by the Chairman.
3. **Councillors' Declarations of Interest:** none
4. **Matters arising from the minutes:**
 - 4.1. 13.5/12.1 Neighbourhood Development Plan: the Chairman reported that funding of £4,200 had been applied for and granted; this must be used before October. A consultant will be employed to help with the wording of the text of the plan and to interpret the village needs within the planning rules. The plan is unlikely to specify any sites. It is hoped that Bob Keith will agree to act as consultant: he is helping with the Colsterworth Plan.
 - 4.2. 16.3/9.1 The Blue House PH: had already been discussed at the Annual Parish Meeting which immediately preceded the Council meeting. An application has been lodged for Change of Use to a private residence. The papers are circulating to members of the Planning Committee and the remaining Councillors will also examine the application.
 - 4.3. 16.3/11.1 The Viking Way - maintenance and fly tipping: the Chairman, Cllr Raes and Clerk have inspected the Viking Way which is in a very poor state, however unless irresponsible use is stopped no improvement can be made. It is almost impossible to police. LCC Highways have reported that they have no plans to undertake any maintenance work. The Clerk has reported fly tipping near the Water Tower and also at the junction with Buckminster Lane to SKDC and received notification that rubbish has been cleared.
5. **Planning applications:**
 - 5.1. S15/0289/22 – Application of Vary Conditions 9, 11 & 13 of Permission granted on 8.6.06 to allow direct access onto Crabtree Road rather than via Skillington Road: *permission granted 19.1.16 subject to conditions:* the access continues to be used with no sign of the Conditions being complied with. Cllr Adams will follow this up.
 - 5.2. S16/0222 – Demolition of existing garages and erection of two 3-bed dwelling on land to rear of Fairmount and Bramblewick, Colsterworth Road (site in Lords Lane): *permission refused 22.3.16.*
6. **Cemetery:**
 - 6.1. Maintenance: Nic Barker has cleared, levelled and reseeded one area of the Cemetery. The spoil still needs to be removed.
7. **Payments and Accounts:**
 - 7.1. Bank Balances at 31st March 2016:
 - 7.1.1. *HSBC Community a/c: £2,551.77 (estimated – bank statement awaited)*
 - 7.1.2. *Melton Mowbray Business 100 Day Notice a/c £14,531.92, plus interest due 31.3.16*
 - 7.1.3. *Yorkshire Bank a/c: no funds yet paid in or transferred*
 - 7.2. Accounts for year to 31st March 2016: the Clerk presented a draft version of the end of year accounts.
 - 7.3. External and Internal Audit arrangements: Clerk has received the External Audit papers from Grant Thornton and will start the process preparing the necessary papers and organising the period of the exercise of public rights. A year end Internal Audit will take place before the final audit forms are presented to the Council for approval.
 - 7.4. Payments received in March

Signed: Chairman

Date

<i>Date of Invoice</i>	<i>Name</i>	<i>Details</i>	<i>Notes</i>	<i>Total Amount £</i>
17.2.16	Robert Holland Funeral Directors	Fees for Interment of Ashes	N.B. will not have cleared into a/c by 31.3.16	65.00
19.2.16	Lincolnshire County Council	Grass Cutting of Highway grass 2015/16 season	As set out in Agreement dated 10.3.15	577.71

7.5. Additional Invoice paid in March: cheque signed by the Chairman and Cllr Raes. Approval was given.

<i>Date of Invoice</i>	<i>Name</i>	<i>Details</i>	<i>Date & Minute No. of Approval</i>	<i>Net Amount £</i>	<i>VAT £</i>	<i>Total Amount £</i>
1.3.16	SKDC	Supply of 1 Green Bin for St James' Church and collection Apr16-Mar17	4.1.16 Page 2121 Item 4.6	69.00		69.00

7.6. Invoices for payment in April: cheques were signed by Cllrs Clark & Raes

<i>Date of Invoice</i>	<i>Name</i>	<i>Details</i>	<i>Date & Minute No. of Approval</i>	<i>Net Amount £</i>	<i>VAT £</i>	<i>Total Amount £</i>
31.3.16	Mrs V. Page	Clerk's Salary & Expenses 1.1.16-31.3.16	2.5.15 Page 2098 Item 4.5	687.31	3.99	691.30
31.3.16	Colsterworth & District Parish Council	Community Cleaner: March 2016 (including emptying of 2 dog bins @ £2.50/bin/2 x month)	6.10.14 Page 2091 Item 8.6.	99.96		99.96
29.3.16	LALC	Clerks Training Day 23.3.16 - Lunch	See below	7.50		7.50

8. Clerk's Report:

- 8.1. 15.11/9.2 Trees on The Green and Top Green: the work has been completed by Simon Nadin and Cllr Raes. A letter of thanks has been sent to Mr Nadin and the Chairman thanked Cllr Raes for his help.
- 8.2. 15.12/9.3 Dog Bins: Mark Fryer has agreed to erect the dog bins on behalf of the Council on posts as agreed with the Chairman and Clerk.
- 8.3. 15.10/8.3 Bank Accounts: the switch from HSBC to Yorkshire Bank has been refused twice by HSBC, the Clerk is in discussions with Yorkshire Bank but the switch has been deferred until after the year end.
- 8.4. 16.3/11.2 LCC Highways – Colsterworth Road: a meeting has been set up with Carla Green, Asst Highways Officer, Grantham Team, Network South Highways, LCC.
- 8.5. 16.1/9.1 Green Bin for St James' Church: ordered (see payment above), received and the sticker attached. Cllr Disney reported that the bin is already full.
- 8.6. 14.10/10.1 Maintenance of the Bus Shelter: quotations have been received from Roy Newnham for £505 without applying anti-graffiti paint or £690 with Graffiti Magic, these figures include materials. It was agreed that the latter quote should be accepted but that materials should be bought by the Clerk on behalf of the Council so the VAT can be claimed back. Proposed by Cllr Featherstone, seconded by Cllr Raes and agreed unanimously.
- 8.7. Clerk's Training: the Clerk attended a Clerks' training day and the LALC Offices in Dunholme on 23.3.16.

9. Matters to be discussed at this meeting:

- 9.1. Parish Council HR: Parish Clerk Appraisal: arrangements for Clerk's appraisal to be agreed at the next meeting. This has previously been carried out by two Councillors.
- 9.2. LCC/Parish Council Highway Grass Cutting Agreement after April 2017: notification has been received that LCC will terminate the current agreement from April 2017; the Clerk has asked for information on how the highway verges will be managed in future.
- 9.3. SKDC: Notification of Planning Applications: notification has been received from SKDC 'Joint Business Manager for Development Management & Implementation' that, from 18.4.16, Parish Councils will only be informed and provided with copies of any major applications in their administrative area, i.e. more than 10 dwellings, an area of 0.5 ha or more, etc. All other application will be able to be viewed on the Council's website. The Clerk has queried this decision and Cllr Adams is now sending Clerks in his ward a copy of the planning list as an interim measure while he investigates this issue. Cllr Adams reported that changes in the way planning applications are considered are being put forward by the Government; Neighbourhood Plans, where they are in place, will be taken into consideration.
- 9.4. SKDC: Reclaim of maintenance costs for Closed Churchyard: have been paid for 2015. Cllr Adams informed the Council that SKDC are legally required to maintain any Closed Churchyard where such arrangements have previously been made.

Signed: Chairman

Date

10. District and County Councillor's Reports: Cllr Adams briefed the Council on the recent announcement of plans for the introduction of Greater Lincolnshire with a directly elected Mayor and also funding issues. Councillors expressed the view that this change was undesirable and it was hoped that SKDC would not support it.

11. Any matters arising at the discretion of the Chairman.

11.1. Cllr Clark reported that a resident had been observed picking daffodils from the roadside verges.

11.2. Cllr Clark reported that the driver of the Abacus school bus has been observed cleaning debris from the bus onto the roadside verges at the top of Colsterworth Road. The Clerk will follow this up with Abacus Coaches.

11.3. Cllr Disney reported a suggestion that a Spring Clean of the Village is organised.

The meeting closed at 9.15pm

The Annual General Meeting of the Parish Council will take place on Monday, 9th May 2016 at 7.30pm at Skillington Village Hall

Signed: **Chairman**

Date