

# SKILLINGTON PARISH COUNCIL

## Grantham, Lincolnshire

**Chairman:** Graham Page **Vice-Chairman:** Richard Wrigley

**Councillors:** Neville Clark, Francis Disney, Stuart Millington, Rory Grindey, Anita Sheehan.

**Parish Clerk:** Sue Mortimer (Mrs), 16 Stephenson Close, Colsterworth, Lincs. NG33 5GP

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### Notes of the meeting of the Parish Council held at Skillington Village Hall on Monday 4<sup>th</sup> September 2017 at 7.30pm.

**Present:** Cllr G. Page (Chairman), Cllrs R. Grindey, S. Millington, A. Sheehan and R. Wrigley

**In attendance:** Cllr Bob Adams (LCC & SKDC), Mrs S. Mortimer (Parish Clerk) and Mrs V. Page

1. **Apologies for absence:** Cllr F. Disney (on holiday) and Cllr N. Clark did not attend.
2. **Notes of the meeting of the Parish Council on 3<sup>rd</sup> July 2017** were agreed and signed into minutes.
3. **Councillors' Declarations of Interest** Cllr Wrigley declared an interest in Item 5.3
4. **Matters arising from the minutes:**
  - 4.1. 13.5/12.1 Neighbourhood Plan – Declaration of Result: The Counting Officer has declared that the result of the Referendum held on 3<sup>rd</sup> August 2017 was in favour of SKDC using the Skillington Neighbourhood Plan to help it decide planning applications in the neighbourhood area. The Parish Council expressed their thanks to SKDC, the Steering Committee and Planning Consultant for their help and support and Cllr Wrigley thanked the Chairman and other colleagues. It was noted that the Neighbourhood Plan will need to be reviewed annually and that there are a couple of action points for future consideration by the Steering Committee.
  - 4.2. 16.06/11.2 Crabtree Rd near entrance to Quarry: The Chairman reported improvements since the last meeting and not currently an issue.
  - 4.3. 17.07/9.1 Children's Playground: The Chairman has met with one interested resident expressing support from the Parish Council in principle but that the project should be driven by the Villagers themselves.
5. **Planning applications:**
  - 5.1. S17/1008 Mrs Dawn Suchoruczka – Blue Horse Inn: Change of use of a Public House (4) to a dwelling (C3) (Resubmission). Pending decision by SKDC.
  - 5.2. S17/1182 Mr & Mrs Johnson – Shepherds Barn, The Square: removal of holly tree in Conservation Area – Permission granted 17.08.17.
  - 5.3. S17/1356 Dr Penelope Curtis – Felling of 2x Sycamore Trees in Conservation Area. Land on West Side of The Square, Leading to Christian's Barn and Adjacent to Southern Side of Home Farmhouse. Permission granted 1.9.17.
6. **Cemetery:**
  - 6.1. Headstones:
    - 6.1.1. Unstable headstones: Although some have now been made safe, or are in the process of, there are a couple that may revert to the Parish Council to resolve. Clerk to follow up and notify where necessary that the Parish Council reserves the right to lay down dangerous headstones. The Chairman, Cllr Wrigley and the Clerk will action laying down of headstones.
  - 6.2. Maintenance
    - 6.2.1. Removal of spoil and possible use on uneven ground: Arrangements have been made to bag and remove soil.
    - 6.2.2. Regular maintenance including unattended graves also annual hedge cutting: The Chairman reported that one side and back hedges had been cut from the field on outside, the annual hedge cut had not yet been completed and that a chainsaw may be necessary to cut back the elder in the hedge.
  - 6.3. Quotes to be considered for turfing or seeding left hand side of Cemetery: Quotes from two contractors were considered both as a complete job and in three tranches. It was concluded previously that turfing was more satisfactory than seeding and discussed that thirds were uneven due to the gravestone population and concluded that the job should be completed in one tranche. Due to cost it was proposed by Cllr Millington to accept the quote of £3834.60 inc VAT from Paul Mumby and seconded by Cllr Wrigley. Clerk to respond to both contractors.
7. **Payments and Accounts:**

The Chairman informed the meeting that the remaining Trustees of the Skillington Constable Trust, formed to provide assistance to the widows in the village, were winding up the Trust and had asked the Parish Council to hold the balance of the Trust on their behalf until they decided how to dispose of it.

7.1. Bank Balances at 31<sup>st</sup> August 2017:

Signed: ..... Chairman

Date .....

- 7.1.1. Yorkshire Bank a/c: Bank statement balance at 26.8.17 is £2755.94. Uncleared cheque YB057 £118.76 for the community cleaners and £624.76 in total for cheques awaiting signature takes the Yorkshire Bank estimated balance to £2012.42
- 7.1.2. Melton Mowbray Business 100 Day Notice a/c £15,453.39

**Cllr Bob Adams requested to be excused from the meeting as he has a prior engagement.** Agenda items were taken briefly out of turn: Speeding Traffic on Colsterworth Road – Item 9.1 – Cllr Adams advised he will enquire about village and speed signs with SKDC. **Cllr Adams left the meeting at 8:10pm.**

- 7.2. Notice of withdrawal on MMBS 100-day account: The notice of withdrawal for £1500 signed by Chairman and Vice-Chairman. The new intention to withdraw up to £3500 in anticipation of paying for turfing works was signed by the Chairman and Vice-Chairman.
- 7.3. 17.07/7.3 Notification of new Clerk to Yorkshire Bank, HSBC & MMBS:
- 7.3.1. Confirmation that it had been agreed that Mrs Page, the Retired Clerk, should be removed from and Mrs Mortimer, the new Clerk, should be added to the Yorkshire Bank, HSBC and MMBS accounts was proposed by Cllr Wrigley, seconded by Cllr Grindey and unanimously agreed.
- 7.3.2. New mandates to remove Mrs Page and add Mrs Mortimer to the Yorkshire Bank and MMBS accounts were authorised and signed by the existing signatories: The Chairman, Vice-Chairman, Cllr Millington and Cllr Sheehan with Cllr Clark to sign following the meeting.
- 7.4. Payments received in July and August:

<i><b>Date of Invoice</b></i>	<i><b>Name</b></i>	<i><b>Details</b></i>	<i><b>Notes</b></i>	<i><b>Total Amount £</b></i>
13.7.17	Skillington Constable Trust	Monies held on behalf of the Trust.	Balance of Trust A/C	534.74
1.8.17	I.M. & R.E. Bowen	Paddock Rental: Aug-Oct 2017	Agreement dated 24.11.16	125.00

- 7.5. Cheques signed since last meeting: July invoices needing payment early August & signed by the Chairman and Vice-Chairman.

<i><b>Date of Invoice</b></i>	<i><b>Name</b></i>	<i><b>Details</b></i>	<i><b>Date &amp; Minute No. of Approval</b></i>	<i><b>Net Amount £</b></i>	<i><b>VAT £</b></i>	<i><b>Total Amount £</b></i>
14.07.17	BDG Mowing	Mowing: Village 12/6, 30/6 & 11/7 £159; Churchyard £111; LCC grass cut area 6/6 & 11/7 £160	5.12.16 Page 2143 Item 4.4	430.00		430.00
31.07.17	Colsterworth & District Parish Council	Community Cleaner: July 2017 (including emptying of 4 dog bins @ £2.50/bin/2 x month	6.10.14 Page 2091 Item 8.6.	118.76		118.76

- 7.6. Invoices due for payment for August at September meeting: Cheques signed by the Chairman and Cllr Millington.

<i><b>Date of Invoice</b></i>	<i><b>Name</b></i>	<i><b>Details</b></i>	<i><b>Date &amp; Minute No. of Approval</b></i>	<i><b>Net Amount £</b></i>	<i><b>VAT £</b></i>	<i><b>Total Amount £</b></i>
8.8.17	Grant Thornton	Fee in respect of 2017 Annual Return	Retained amount of NP Grant	100.00	20.00	120.00
10.7.17 due 12.9.17	Campaign to Protect Rural England	Annual membership fee	5.5.17 Page 2153 Item 6.8	36.00		36.00
28.8.17	BDG Mowing	Mowing: Village 28/7, 11/8 & 22/8 £159; Churchyard £111; LCC grass cut area 22/8 £80	5.12.16 Page 2143 Item 4.4	350.00		350.00
31.8.17	Colsterworth & District Parish Council	Community Cleaner: August 2017 (including emptying of 4 dog bins @ £2.50/bin/2 x month	6.10.14 Page 2091 Item 8.6.	118.76		118.76

- 7.7. Internal and external audits:

Signed: ..... Chairman

Date .....

- 7.7.1. Internal audit for Q1 complete. The internal audit was carried out 15.8.17 but the internal audit statement will be produced with Q2.
- 7.7.2. Notice of Conclusion of Audit received from External Auditors: Grant Thornton have returned the certified Annual Return and the Notice of Conclusion of Audit has been published to the website and will be posted on the noticeboard.

#### **8. Clerk's Report:**

- 8.1. 17.05/16.4 Buckminster Lane: area of 'run off' reported to LCC Highways: Verbal response from LCC stated that intervention levels had not been met, not at depth to intervene. It was noted that large vehicles cannot pass parked vehicles without driving on verge and decided that this would be monitored and if necessary readdressed at a later stage.
- 8.2. 17.06/8.6 Bus Shelter: new graffiti. Touch up of damaged paintwork has been kindly undertaken by Roy Newnham.
- 8.3. 17.06/11.1 Road between Stonepit Lane & The Square: Response from LCC Highways/Serco currently confirms that following investigation it is anticipated that work will be complete by 1<sup>st</sup> November. Clerk to monitor.
- 8.4. Archives: Mrs Page (Retired Clerk) reported that she had sorted through archives and had a complete set of Minutes with only one or two missing from 1943. These have been filed into date order and, together with the accounts, all records to 2011 are ready to archive at the Archives office in Lincoln. Mrs Page also reported that she was making progress with the Cemetery records and will shortly be passing these on to the Clerk.

#### **9. Matters to be discussed at this meeting:**

- 9.1. Speeding Traffic on Colsterworth Road: A letter of complaint was received by the Chairman regarding road safety from a resident appealing for a traffic calming scheme & warning signs on approaching 30mph zone. Speeding in the village particularly the approach at Colsterworth Road and Grantham Road were discussed and it was concluded that various methods would be considered. The Clerk will contact the Police and Highways, also to investigate digital and other signs or methods. As noted above Cllr Adams will determine responsibility for location of village sign.
- 9.2. 17.3/11.1 Surface water in Sproxton Road/Back Lane: The Chairman reported that he had met with Garry Winterton from the Witham Internal Drainage Board who advised the clearing of the ditches and culvert were the responsibility of the landowners, but if necessary the IDB would carry out the required work and invoice this to the responsible parties. The Chairman has spoken to the relevant parties in the first instance and is awaiting responses.
- 9.3. Visit by Diane Hansen, SW Lincs Clinical Commissioning Group to present Five Year Plan at future meeting: Clerk to invite Diane Hansen to make a presentation at 7:00pm prior to the next Parish Council meeting.

#### **10. District and County Councillor's Reports:** There was no District and County Councillor's report.

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

- 11.1. The Chairman reported that the Knotweed on Viking Way by the Water Tower is thriving and has also had bathroom tiles dumped at the site. The Arboricultural Officer at LCC has been contacted for an update on whether the spraying had been carried out by the knotweed control contractor due Spring or Summer. Clerk to report fly-tipping to SKDC.
- 11.2. The Chairman informed the meeting that there had been a number of thefts around the village including the theft of a British Empire Medal taken from a display case at the church.
- 11.3. Cllr Millington advised that there was continued drone activity over the village leading to further complaints and police involvement.
- 11.4. Cllr Grindey reported fly-tipping along the Viking Way near the junction with Buckminster Lane close to the Water Tower. Clerk to report to SKDC.
- 11.5. Cllr Wrigley reported that it was the last meeting to be attended by the Mrs Page, the Retired Clerk. He thanked her for all her efforts over the years and passed on enormous thanks and made a presentation from all Councillors past and present.

**The meeting closed at 9.00pm**

**The next meeting will take place at 7.30pm on Monday 2<sup>nd</sup> October 2017 at Skillington Village Hall**

**Signed: ..... Chairman**

**Date .....**