

SKILLINGTON PARISH COUNCIL

Grantham, Lincolnshire

Chairman: Graham Page Vice-Chairman: Richard Wrigley

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

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 5th March 2018 at 7.30pm. Please note: These minutes are published in draft form and are subject to ratification at the next meeting of the Council

Present: Cllr G. Page (Chairman), Cllrs N. Clark, F. Disney, S. Millington & R. Wrigley.

In attendance: Cllr Bob Adams (LCC & SKDC), Cllr Andrea Webster (SKDC) and Mrs S. Mortimer (Parish Clerk).

1. Apologies for absence: Cllr R. Grindey.
2. **Notes of the meeting of the Parish Council on 5th February 2018** were agreed and signed into minutes.
3. **Councillors' Declarations of Interest:** None
4. **Matters arising from the minutes:**
 - 4.1. 17.3/11.1 Surface water on Sproxtton Road/Back Lane: This has been escalated within the Witham Internal Drainage Board and will be completed soon.
 - 4.2. Report on the meeting with Local Highways Manager to discuss Highways issues including:
 - 4.2.1. 17.12/9.2 Crabtree Road Quarry – grips in verges.
 - 4.2.2. 17.06/11.1 Road between Stonepit Lane & The Square.
 - 4.2.3. 17.11/O.F. Ridges on Colsterworth Road & Crabtree Road.
 - 4.2.4. 17.11/9.1 Grassed area at access to Chapel.
 - 4.2.5. 18.01/O.F. Empty grit bins.

The Chairman reported on the meeting held with Mr Rowan Smith and organised by Cllr Adams and advised that Mr Smith had assured the meeting that although items reported are not necessarily actioned immediately, they are put on a list for future reference. Mr Smith had discussed the general lack of funding and reduction in the number of his staff but advised that his department had recently had additional funding available. He advised that re-surfacing issues should be reported to cschighways@lincolnshire.gov.uk rather than through the Highways portal and that the portal was in the process of being updated in order to feed back better information. Mr Smith was given a quick tour of the village and noted the general deterioration in many of the road surfaces along with taking photographs of specific areas and said that Skillington would be considered for works in the future. The grit bins were then discussed, some have been refilled with salt rather than grit, the Clerk to forward a list of empty grit bins to Cllr Adams.
 - 4.3. 17.11/10.2 Closure of Colsterworth Post Office: The van was reported to be turning up daily, but no further progress.
 - 4.4. 17.12/9.1 Casual vacancy on Parish Council following resignation of Cllr Sheehan: Vacancy remains open.
 - 4.5. 18.01/9.1 Felled Lime tree in Churchyard – damage to stone wall: No progress since last meeting, Clerk to contact SKDC.
5. **Planning applications:**
 - 5.1. S17/2143 Paul Bancroft Architects – The Abbey Park Lane - Approval of joinery details required by condition 3 of S17/0206. All condition(s) discharged.
 - 5.2. Any late Planning Applications submitted: none.
6. **Cemetery:**
 - 6.1. Headstones: Chairman and Clerk to review headstones at the Cemetery and remaining reminder letters to be issued.
 - 6.2. Maintenance
 - 6.2.1. Hedge cutting: It was discussed that a 2nd heavier cut was not necessary but that the Elder needed pruning.
 - 6.2.2. Any other maintenance: The Chairman reported that although a funeral had taken place very soon after the new turf had been laid it has not been affected and was looking good.
 - 6.3. A burial took place in February 2018.
 - 6.4. Enquiries have been received for an interment of ashes and for an erection of a memorial on an existing grave.
7. **Payments and Accounts:**
 - 7.1. Bank Balances at 28th February 2018:
 - 7.1.1. Yorkshire Bank a/c: Estimated balance £2,404.75 (£1,589.74 after February cheques cleared) – bank statement not received.
 - 7.1.2. Melton Mowbray Business 100 Day Notice a/c £9,953.39
 - 7.2. Payments received in February:

Signed: Chairman

Date

Date of Invoice	Name	Details	Notes	Total Amount £
01.02.18	I.M. & R.E. Bowen	Paddock Rental: Feb 2018-April 2018	Agreement dated 24.11.16	125.00
12.02.18	Robert Holland Funeral Directors	Burial of Mr Roland Tomlin	Invoice 200632	130.00

7.3. Invoices due for payment for February at March meeting: Cheques signed by the Chairman and Vice-Chairman.

Date of Invoice	Name	Details	Date & Minute No. of Approval	Net Amount £	VAT £	Total Amount £
28.02.18	LALC	Annual subscription	3.5.17 Page 2153 Item 6.8	134.98	26.99	161.97
28.02.18	Colsterworth & District Parish Council	Community Cleaner: February 2018 (including emptying of 4 dog bins @ £2.50/bin/2 x month	6.10.14 Page 2091 Item 8.6.	118.30		118.30
28.02.18	The Church of St James	50% of Skillington Constable Trust Funds	Chair of Trust following Trustee meeting July 2017	267.37		267.37
28.02.18	Skillington Methodist Church	50% of Skillington Constable Trust Funds	Chair of Trust following Trustee meeting July 2017	267.37		267.37

7.4. Q3 Internal Audit: Internal audit was postponed and is due to be carried out soon.

7.5. The cost of the waste collection at the village hall has increased to include the additional collection of a recycling bin. It was proposed and agreed to increase the grant of 50% of the cost to include both bins at an additional £37.50.

7.6. The Chairman reported that he had received instruction from the Constable Trust to split the remaining Trust Fund equally between the two churches (see cheques signed Item 7.3)

8. Clerk's Report:

8.1. Burial records – Churchyard of St James: The Clerk reported that she has received an email from Mr Michael Doyle containing a spreadsheet list of all the legible details taken from the headstones at St James' Churchyard, excluding any stones that were too weathered, Clerk to forward to Cllrs.

8.2. Highways/lighting issues reported in February: The demolished Give Way sign at the junction of Colsterworth Road & Crabtree Lane has been reported and the lights out in Stonepit Lane are now fixed.

9. Matters to be discussed at this meeting:

9.1. New GDPR & appointment of Data Protection Officer: Preparation for the General Data Protection Regulation (GDPR) which will apply from 25 May 2018, the Chairman advised that all Cllrs must be aware of the new legislation and that the Clerk would forward on advisory documentation. The Clerk to audit Parish Council records for relevant records.

9.2. Annual Parish meeting: The Chairman reminded the Council that the next meeting would start with the Annual Parish meeting at 7.00pm and the format of the meeting was discussed.

10. **District and County Councillor's Reports:** Cllr Adams advised that the budgets have all been approved and that the Government had provided additional money for pothole repairs.

11. **Any matters arising at the discretion of the Chairman:** None were raised.

The meeting closed at 8.20pm

The Annual Parish meeting will take place at 7.00pm on Monday 9th April 2018 and will be followed immediately by the next meeting of the Parish Council. Both meetings will be held at Skillington Village Hall.

Signed: Chairman

Date