

**MINUTES of a Meeting of DEEPING ST NICHOLAS PARISH COUNCIL
held on Monday 24th July 2023 at 7:00pm, in Deeping St Nicholas Primary School**

Present: L McGuinness, D Croyle, A Croyle, D Strudwick, R Jarvis, N Watts and O McGuinness

Clerk: Mrs Harrison

District Cllr: B Alcock

12 parishioners

Guests: Mr D Branton and Mr W Rodwell

In the Chair: L McGuinness

24. Chairman's welcome and Public Forum.

- L McGuinness welcomed everyone to the meeting and called on the two special guests, former members David Branton and William Rodwell, to step forward.
- Gifts were awarded to David Branton for over 50 years of service to the Parish Council and to William Rodwell for 13 years of service, 5 of which were spent as Chairman.
- Members thanked them both for their many years of commitment to the Parish and wished them well in their retirement.

Public Forum

Katherine Warden from Hop Pole asked whether any progress had been made regarding the reduction of the speed limit through that section of the Main Road.

- The Chairman advised that a letter had been sent to the Road Safety Partnership requesting a reduction, but that evidence would be required to support the request.
- RJ had received a message from Paul Copeland the PCSO, confirming that the PC is on the list for the data strips.
- DC stated that PB had been discussing some newer/brighter signs to put up throughout the village.
- AC encouraged residents to report individually, as each contact will count, rather than multiple signatures on 1 petition.

DS added that he has written to the Police Commissioner to ask why there are 3 different speeds throughout the village, whether a speed awareness gun can be used in a 50mph zone and invited him to attend this meeting. No response to date.

- Duxford had a similar situation and achieved a 20mph zone throughout their village and has acquired copies of how they achieved it.
- Looked at Glington and Newborough and have contacted their clerks. Awaiting responses but intends to go along to their next meetings.
 - DS asked if any residents would like to attend with him. Several residents said they would.
- NW advised that there's a place in Scotland where they use traffic lights to stop speeding.

Residents and members remembered the death of a young girl in Hop Pole in 2007, caused by speeding.

25. To receive and approve reasons for absence.

Apologies had been received from Paul Barrett, Cllr Sneath and Cllr Astill

It was resolved to approve these apologies.

26. To resolve the Co-option of a new member, following the recommendation of the HR Committee.

DC spoke to the report from the HR Committee, following a recent interview, and proposed that the PC co-opt Susan Levitt onto the Parish Council.

RJ seconded.

It was resolved to co-opt Susan Levitt onto the Parish Council and she was invited to join the meeting.

The Chairman welcomed both Susan and Owen to their first Parish Council meeting.

27. To receive Declarations of Interest, in accordance with the Localism Act 2011 being any pecuniary or non-pecuniary interest in agenda items not previously recorded on Member's Register of Interests.

- RJ declared an interest in item 8.b. due to one of the invoices for approval is from his nephew.
- LM declared a non-pecuniary interest in item 12.

28. To approve the Minutes of the previous Parish Council meetings, (Annual and Extraordinary meeting).

RJ proposed and NW seconded both sets of Minutes.

It was resolved to approve both sets of Minutes and the Chairman signed them as a true record.

29. Matters arising from the Minutes, (not included on this Agenda).

There were none.

30. To receive the Clerk's report on matters outstanding.

The Clerk spoke to her report and specifically outlined the options pertaining to item 2, concerning land rents.

RJ Proposed option 2 as outlined in the report.

AC seconded.

It was resolved that the Clerk contact the tenant to notify them of the increase in drainage rates.

- DC raised the cutting of the hedge on Haywain Drive and requested that the Clerk reinvoice the homeowner the amount paid. Enclose a copy of the invoice and explain that members of the public had been injured by the brambles.

ACTION: Clerk to write to homeowner(s).

- Regarding a new bin for the corner of Chappell Road/New Road/Coronation Avenue, the report stated that no new bins were currently being funded by SHDC but that one could be purchased through Cllr Harrison's ward budget.
- DC asked whether the bin would be emptied by SHDC?

ACTION: Clerk to find out.**31. Finance Matters: -****a. To receive Finance Reports from the RFO**

The Bank Reconciliation and Summary Report were received with thanks.

b. To approve Invoices for Payment (separate sheet)

DC proposed that the payments, as listed, were approved.

DS seconded.

It was resolved to approve all the payments as listed below.

24th July 2023 (2023-2024)

Deeping St Nicholas Parish Council PAYMENTS LIST

No.	Code	Description	Supplier	VAT	Net	VAT	Total
32	ICO	ICO Registration	ICO	E			
33	Grass Cutting - Playir	Grass Cutting	T N Sneath & Sons	S	609.00	121.80	730.80
34	ICT	Expenses	Mrs A Harrison	S	14.97	3.00	17.97
34	Travelling Expenses	Expenses	Mrs A Harrison	Z	5.04		5.04
35	Insurance	Insurance	Zurich Municipal	S	993.70	119.22	1,112.92
36	Salary	Wages	Mrs A Harrison	X	631.37		631.37
37	Wind Farm	Planters	The Friends of Chain Bl	X	1,050.00		1,050.00
38	Wind Farm	Planters	The Friends of Chain Bl	X	2,100.00		2,100.00
39	Room Hire	Room Hire	Lincolnshire County Co	E	68.00		68.00
40	King Charles III Coro	Bunting	Insideout Home Store	S	6.65	1.33	7.98
41	King Charles III Coro	Bunting	Insideout Home Store	S	9.97	2.00	11.97
42	ICO	ICO Registration	ICO	E	35.00		35.00
43	Neighbourhood Crime	Neighbourhood Watch II	Amazon	S	6.66	1.33	7.99
44	Salary	Wages	Mrs A Harrison	X	631.37		631.37
45	Payroll Service	Quarterly Payroll	Peter Harrison MAAT	X	45.00		45.00
46	Tax & NI Contributor	PAYE	HMRC	X	421.00		421.00
47	Community Work	Lanyards	CKB Ltd	S	12.49	2.50	14.99
48	Community Work	Hi-Viz Vests	Workwearstores (via e	X	91.25		91.25
49	Community Work	ID Cards	geek_street_gaming (e	X	4.99		4.99
50	Notice Boards	Lock	Cestrian Signs	S	17.00	3.40	20.40
51	Neighbourhood Crime	Leaflets	Classic Printers (Crowl	Z	25.00		25.00
52	Playground Repairs	Grease Gun	Amazon	S	12.09	2.42	14.51
53	Grass Cutting - Playir	Grass Cutting	T N Sneath & Sons	S	609.00	121.80	730.80
54	Donations	Grant Funding	Deeping St Nicholas Vill	X	700.00		700.00
55	Donations	Grant Funding	Deeping St Nicholas Go	X	300.00		300.00
56	Donations	Grant Funding	Tongue End Community	X	500.00		500.00
57	Donations	Grant Funding	Deeping St Nicholas Ga	X	500.00		500.00
58	Playground Repairs	Repairs & Maintenance	B & Q	X	76.38		76.38
58	Playground Repairs	Repairs & Maintenance	B & Q	X	6.40		6.40
59	Election Costs	Election	South Holland District C	X	81.50		81.50
60	Room Hire	Room Hire	Lincolnshire County Co	X	68.00		68.00
61	Room Hire	Room Hire	Saint Nicholas' Parish C	X	30.00		30.00
62	Playground Repairs	Repairs & Maintenance	L J Landscapes Ltd	X	120.00		120.00
63	General Groundswor	Groundworks	Albany Garden Service	S	75.00	15.00	90.00
64	Tax & NI Contributor	Wages	Mrs A Harrison	X	275.00		275.00
64	Salary	Wages	Mrs A Harrison	X	771.77		771.77
Total					10,903.60	393.80	11,297.40

32. To receive the notes from a meeting of the Finance Committee and to approve recommendations.

- Item 3.a. RBL monies: LM to speak with Mr Branton.
- Item 3.b. Land rents: approved under Clerk's report.
- Item 3.d. PAT testing equipment came in under budget, at £114.95 ex VAT.

AC is trained and qualified to carry out the testing.

- Item 10. Gateway signs: need to look at designs and costings.

ACTION

- Item 11. Carrying out our own playground inspections/costings against inspections and training: Clerk has written to our insurance provider to find out how this would affect the PC's insurance, and is awaiting their response.

ACTION: Chase.

- Item 12. Lanyards and Hi-Viz: Purchased under budget.

AC showed members the items that had been purchased.

- Item 13. Village News costs per issue vs income from advertising: AC has some costs ready for the next Finance Committee meeting.
- Item 14. Grants to local community groups: Clerk confirmed that all grant payments have now been made.
- Item 15. Ring-fenced monies: LM to gain signatures on the letter, from the 2 account signatories, to request the change of address for the bank statements.
- Item 16. Church grass cutting, (previously resolved at full council), clarification requested by Paul Barrett: Resolved that the PC pays for 3 separate cuts, to be invoiced to the Parish Council.

33. To receive a report from the HR Committee.

There was no further report.

34. Planning Matters.

The following report had been circulated prior to the meeting.

Planning Committee Report for meeting 24/7/23

As is customary the committee has not met since the last meeting and applications have been circulated by email to elicit committee member's responses. I summarise below the applications received since just before the last meeting and the responses obtained.

Application no	Location	Reason	Response/s
H03-0345-23	Castle Roofing Supplies, Six Score Road	Conversion of existing dwelling to garage / office, erection of detached dwelling and change of use of industrial unit into garage / office	No problem No objections
H03-0334-23	23 Chappell Road	Garden room to rear of dwelling	I have no problem with this.
H03-0210-23	East Reach Farm Hop Pole	Amendment - Proposed Double Garage	No material changes, nothing to discuss
H03-0308-23	16 Barley Grove	Proposed Single Storey Side Extension	No objections despite not showing a roof
H03-0592-23	Norfolk House South Drove	Proposed replacement dwelling and garages	No problem at all No problems from me. I agree! No objections
H03-0620-23	18 Barley Grove	Demolition of conservatory and erection of a two-storey rear extension	No problem

Also:

Question of SHDC Planning

The Littleworth Park housing development was originally to have one entrance and exit onto the A1175, at the southern corner of the site. I notice that in recent weeks a second turning at the eastern corner of the site has been constructed, giving a loop back onto the A1175.

Response

Construction Management Plan shows a temporary access in this location to be used by site traffic only. Once the development is complete, the temporary access should be closed.

Action

Monitor, contact SHDC Planning if not closed when complete.

Andy Croyle, Planning Committee Chair

35. To resolve the use of the Triangle for a tabletop sale.

A request to use the Triangle for a tabletop sale had been received, with proceeds from the sale of 'pitches', going towards the Friends of Littleworth Station and the Village Hall Committee, at potentially £5 per table.

The chair moved that the Parish Council grant permission and give autonomy to the Playing Fields and Bus Shelters Committee for future events.

AC proposed and NW seconded the motion.

It was resolved that the PF & BS Committee would have autonomy to grant permissions for use of the Triangle.

36. To receive an update from the Playing Fields and Bus Shelters Committee.

The following report had been circulated prior to the meeting.

Work carried out at Littleworth play area:

- Signs composed and displayed announcing the decommissioning of the area as a play area whilst still allowing public access.
- Split swing seats removed; chains retained for possible future re-use.
- Rusted swing frames removed, and ground made good (Nicholas Watts)
- Rusted goal posts removed, and ground made good (Albany Garden Services); plans to relocate these to Campains Lane cancelled due to poor condition of posts.
- Post (Witches hat?) due to be removed and ground made good.
- All scrap removed from site.
- Quotations requested / received for fencing the roadside of the area.

Work carried out at St Nicholas Park play area:

- Vandalised railing temporarily straightened and taped off, later removed; rough areas on railings smoothed.
- Quotation requested for replacing missing railings.
- Witches hat pivot greased.
- Bench under trees repainted.
- Gatepost pivot re-fixed to allow gate to open fully.
- Gates rubbed down and repainted to cover faded paint and bare metal.
- Seat repainted to cover bare metal (highlighted in last year's report as being non-compliant due to the width between the bars forming the seat; it was compliant at installation)
- Weeds removed from perimeter railings and around equipment.
- Lifted protective matting raised, cleaned underneath, re-stuck & screwed down.

- Bolts on gym equipment checked and tightened, remaining loose bolts are hole covers not structural.
- New growth of brambles removed from hedge adjacent to footpath.

Work carried out at Campains Lane play area:

- Vandalised lock on new notice board replaced and frame straightened.

Work carried out at Hop Pole play area:

- In progress

Work carried out elsewhere:

- Hedges overhanging path cut back on New Road & St Nicholas Way. Not strictly within the Playing Fields committee remit but needed doing and had been ignored by residents; one lady had injured her arm on the hedge.
- Brambles on Triangle, New Road by gas tanks cut back and rubbish chipped (Albany Garden Services)

*****Special thanks due to Daniel and Lesley, volunteers from Team Jarvis, for their work on St Nicholas Park and elsewhere*****

Rob Jarvis, acting committee Chair.

RJ spoke to the report, as he has been 'acting chair' of the Committee for the past few weeks.

Many of the issues raised at the last inspection have now been actioned.

- LM expressed her thanks to RJ and all the volunteers that helped.

LM suggested that 2 planters be placed both sides of the 4 brick-built bus shelters, to further brighten up the village.

It was resolved to give autonomy to the Gardening Club to purchase the 8 planters, plus bulbs/plants.

- DC suggested that maintenance could be an issue, especially watering, but will get quotes.

37. To discuss and resolve the future of the Community Committee.

AC stated that this is not an actual Committee, as it was created as an 'umbrella' for the Community groups.

He proposed that it is replaced with reports from each of the community groups.

DC seconded and all agreed.

38. To receive a report from the Village Hall Committee and update following the village fête.

AC stated that the day had gone very well, with great weather, despite a few hiccups beforehand where they thought it might not go ahead. He thanked the PC for their donation and stated that the surplus funds went to the Village Hall. The BBQ and the Tombola appeared to be the most popular.

- DC advised that there had been a post-fete meeting where they had gained feedback and suggestions for next year's event.
- AC stated that they were still looking for more volunteers to join the committee, especially from the PC.

DS advised members that on the 20th of August there will be a fete at the Welcome Break at Apple Green and suggested that they could go along to speak to stallholders, etc.

With regards to the building of the village hall, AC stated that developers were in talks with the landowner.

39. To receive an update from the Neighbourhood Watch Scheme.

- RJ advised that since introducing the scheme, the area covered has been crime free for the past 33 weeks.
- Currently expanding from Cornfield Close to the Main Road, before moving to cover Hop Pole and Tongue End next month.
- PCSO Paul Coupland has commended the scheme.

RJ added that he was looking for volunteer co-ordinators to come forward, as we will soon be losing our PCSO.

40. To receive an update regarding South Lincs Connected (SLC).

LM advised that they were currently awaiting feedback on the footpath criteria.

- No official signage to show cycle paths, as they do not meet the criteria.

Questionnaires completed in 2016 and 2021 and out of 836 leaflets, 120 were returned.

- There will be a Southeast Lincolnshire Plan Committee meeting on the 4th of July.
- SHDC Leader, Cllr Nick Worth, went to Parliament to seek funding.
- With the Food Enterprise Zone there are 1200 lorries leaving Spalding daily.
- Awarded £16M investment to bring jobs to the area.

ACTION: Clerk to write to Cllr Worth to ask him to consider and promote transport in the area and to back the re-opening of Littleworth station.

41. To receive an update from the Friends of Littleworth Station.

The last meeting was cancelled and is now likely to take place in the first week of August. Date and venue to be confirmed.

42. ID Cards and Hi-Viz waistcoats for volunteers.

AC showed members an example of the lanyard with ID card for Village News volunteers and Parish Council workers. It was resolved to go ahead with these.

- Hi-Viz waistcoats come in 3 sizes: medium (5), large (10), and extra-large (10). Members to advise AC of the size they would prefer.

ACTION: Paul Barrett to find out the sizes required for the VN volunteers and to provide photos for their ID cards.

43. To discuss and resolve whether to remove the 'No Parking by Order' signs on Campain's Lane.

Vehicles are being parked on the 'No Parking' gravelled piece of land where the bus shelter used to be.

- The Clerk showed a photo that she had been sent in her capacity as District Councillor, by a resident. The photo showed an HGV turning into Campain's Lane with another approaching the junction. Cars were parked on the gravelled area, meaning there was nowhere for the 2 lorries to pass safely. The HGV turning into Campain's Lane had to reverse back out onto the Main Road, A1175 which could have caused a serious accident.

It had always been the intention of the Parish Council to keep this area clear as a passing place.

- A motion was put forward to remove the No Parking signs and to replace them with 'Passing Place' signs.

DC proposed and RJ seconded.

It was resolved to change the signs as detailed above.

ACTION: Clerk to contact Planning at SHDC to request that builders stop parking on the gravelled area.

44. Speed awareness; to discuss and resolve ways of recording speed data.

RJ spoke about the possibility of using the speed gun in Hop Pole with the residents, to gain data.

- Himself and his volunteers would wear Hi-Viz vests and would be prepared to undertake the necessary training.

LM stated that the Archer Strips will provide all the data.

- More volunteers are required for the Community Speed Watch.
 - RJ stated that he and his staff would like to undertake the training but had received no response from the local co-ordinator.
- It was clarified that Jan Whitbourn is the person to contact regarding training.

- LM stated that the CSW need to be more visible in DSN and be out more frequently.
- The Clerk added that the CSW at Cowbit provide a weekly report to the Clerk detailing the number of vehicles exceeding the speed limit, and how many of those were reported to the Police.
- Several members volunteered to become involved in this.

ACTION: RJ to contact Jan Whitbourn to arrange training and to liaise with the residents of Hop Pole; However, if the Archer Strips go down, then this will not be necessary.

A vote was taken, and it was resolved to allow the loan of the PC's speed gun to gather data for 2 weeks, once RJ and volunteers are trained.

45. Agenda items for the next meeting.

- Highways (to be a permanent agenda item)
- HR Report
- Good Neighbour Scheme Report
- Gardening Club Report
- Campaign's Lane

"In Committee"

The Public & Press to be excluded from the meeting in accordance with the provision of Section 1 (2) of the Public Bodies (admission to meetings Act 1960). The items to be discussed being of a confidential nature.

46. To discuss and resolve partnership working with the M.O.J.

The Chair and Vice Chair had attended a meeting with officials from NSC.

- There would be a maximum of 6 accompanied inmates.

Suggested tasks would be:

- Cleaning bus shelters
- Weeding around planters and watering.
- Tidying the corner of Banks Drove and the end of Campaign's Lane.
- Emptying the bin within St Nicholas Park.
- Cut the hedge along the footpath between Haywain and Haybarn.
- Plus, any other work we require, to fill a whole day.

Risk assessments have been carried out and parking will be on the Harrow Road triangle.

The men will work one day per week and will wear Hi-Viz vests over civvies. If this works well, then the PC will look at the possibility of them cutting the Highways grass, which will save the PC Circa £2K.

- NSC have their own onsite nursery, horticultural site and tools, etc.
- They would be covered by their own public liability insurance.
- The Church have offered the use of their toilet.
- The PC will review the situation monthly.

Members have been invited to visit to the camp, and the following members expressed a desire to take part:

- LM, RJ + carer, DC, AC, DS, PB(?), NW(?)
- The members will need to take ID and there will be a list of banned items.

A provisional date of Wednesday the 16th of August was diarised.

47. To resolve membership of the following Committees: -

It was resolved that the Committee memberships would be as follows.

a. Finance Committee

LM (Chair), NW, DS, AC, DC

b. HR Committee

DC (Chair), AC, LM, DS, BH, SL

c. Planning Committee

AC (Chair), RJ, DS, OM, NW

d. Playing Fields & Bus Shelters Committee

RJ (Chair), DC, SL, OM, BH

Item 31. B.

Clerk's expenses of £43,71 were approved and signed by the Chairman.

Meeting ended at 21:04