

Minutes of the Parish Council meeting held on 16<sup>th</sup> November 2015 at Sutton St Edmund Village Hall commencing at 7pm.

Cllr M Morris in the Chair.

In Attendance Cllr Hunns, Cllr Jarrett, Cllr Winch, Cllr T Morris and Mrs Ripley Parish Clerk.

**1. 63.15 To Elect a Chairman for the meeting**

Due to the absence of the Chairman and Vice Chairman it was necessary to appoint a Chair for the meeting.

Cllr Jarret proposed Cllr M Morris, this was seconded and RESOLVED.

Cllr M Morris took the Chair.

**2. 64.15 To Discuss applications for co-option to Council**

**It was RESOLVED to bring this item forward on agenda**

An application had been received from Mrs T Morris, this was read to Council, proposed, seconded and all in favour.

Mrs T Morris signed her declaration of acceptance and joined the meeting.

**3. 65.15 Apologies for absence and reasons given**

Cllrs S Morris and Coleman sent their apologies and Council RESOLVED to accept them. County Cllr W Webb sent his apologies.

**4. 66.05 To receive declarations of interest in accordance with the Localism Act 2011 and to consider any applications for dispensation.**

**a. Full Council dispensation for setting Parish Precept.**

The Clerk granted a dispensation to all Councillors to set Budget and Precept for a period of four years from this date.

**5. 67.15 Notes of last meeting held on 22<sup>nd</sup> September 2015 to be approved as minutes**

These were taken as read and Council RESOLVED to accept them as minutes.

**6. 68.15 Police matters**

None

**7. 69.15 Clerks report on outstanding matters**

All requested correspondence from the August and September meetings has been dealt with. The Play area ROSPA inspection has been completed.

The completed Audit has been returned and has been displayed on the notice board.

Mr Coles Allotment rent is now overdue for October payment.

**8. 70.15 Finance:**

a. Items under sec 137 = None

b. Payments for approval

Date	Payee	Ref	Item	Chq No	Net	VAT	Gross
28/8/15	Mrs Ripley	T17	Wages Aug		£213.46		£213.46
28/9/15	Mrs Ripley	T18	Wages Sept		£213.46		£213.46
6/10/15	H M Rev & Cust	T19	PAYE		£160.20		£160.20
17/10/15	Spald Rect Feoffees	T20	Allotment Rent		£400.00		£400.00
28/10/15	Mrs Ripley	T21	Wages Oct		£213.66		£213.66
16/11/15	Mrs J Ripley	T22	Expenses		£179.35		£179.35
16/11/15	ICO		Data Protection	100804	£35.00		£35.00
16/11/15	Mrs K McKinnon		Litter collection	100805	£72.00		£72.00

Money In: Allotment rents £529

It was RESOLVED to make payments as put before Council.

a. The Clerk handed out copies of the 2<sup>nd</sup> quarter bank reconciliation and spend against budget.

Cllr Jarrett checked the bank statement and signed it. Cllr Hunns also requested to check bank statements and did so.

**9. 71.15 Correspondence: To note general correspondence**

- a. SHDC - Electors Register update
- b. Making Parishes Better – FOI request
- c. NLDIDB – Invite
- d. Pensions Regulator – Registration acknowledgement
- e. Came & Co- Insurance certificate
- f. Make Parishes Better Places – FOI request
- g. SHDC- Transparency Code
- h. LCC Highways – Maintenance schedule
- i. LCC – Revised speed management Policy \_draft (circulated)
- j. Wyrde Croft Wind farm – Update (circulated)
- k. HM Cust & Rev – VAT refund
- l. LCC – Minerals & Waste Local Plan – Core Strategy (circulated)
- m. LCC – Public Consultation –Adult Care non-residential contributions to care
- n. E- mail –Parishioner – Rubbish/Dog Waste & Dogs
- o. NALC – Financial Topic Note (circulated)
- p. Grant Thornton – Completed Audit
- q. Fenland Play – Inspection report and quote for Maintenance 2015
- r. NALC – Fly the Flag (circulated)
- s. Environment Agency – Community Emergency Volunteers (circulated)
- t. LCC \_ Self-help in winter weather
- u. LCC – Consultation on Lincolnshire School Admission Arrangements  
Clerk to reply (council wish to keep present criteria)
- v. ICO – Data Protection renewal
- w. LCC – Acknowledgment of Highway reports
- x. Wryde croft Wind farm – Update – (Circulated)
- y. SHDC – Voluntary code of smoke free play areas ( Circulated)
- z. LALC – Increase in Subscription Fees

**10. 72.15 To Discuss Playing Field**

- a. Annual Inspection report

The report was discussed and Cllr Winch offered to fit the missing caps from the handles of the Spring Seesaw. It was RESOLVED to get 3 quotations to realign the curb stones around the Basketball court

- b. To Resolve on new provider for Inspection report

It was RESOLVED to employ Playmaintain for 2016 ROSPA inspection.

**11. 73.15 Highways:**

- a. Update on outstanding matters  
None
- b. New matters for report  
Large pot hole in road outside The Old Vicarage (clerk to report to Highways)  
Street light constantly on and obscured by foliage in Cross Rd (Cllr Hunns to furnish Clerk with number for report)

**12. 74.15 Planning:**

- a. To Resolve on Councils procedure for Planning replies

It was RESOLVED that replies to be sent to the clerk within 2 weeks of the planning application being circulated.

If a material objection is made this is to be sent to all Councillors.

**Consultation:**

H19-0834-15 Mr & Mrs Oddy , Orchard View Caravan Park , Broadgate  
To extend opening season to 12 months of year & to increase touring pitches to 45 (circulated)

*Council supported this application*

H19-0852-15 Mr S Coates (Old Hall Farm Co Ltd) The Oaks 251 Broadgate  
Change of use of 3 redundant farm buildings to residential (circulated)

*Council supported this application*

H19-0862-15 Mr & Mrs Proctor, Ollards Farm, Hall Gate Road  
Demolition of existing dwelling and barn and erection of replacement dwelling (circulated)

*Council supported this application*

H19-0998-15 Mr New, Station House, French Drove, Gedney Hill  
Proposed extension to site curtilage and quadruple garage (circulated)

*Council supported this application*

**Approval**

H19-0684-15 Mr Ashton, Hollands Farm, Hall Gate Rd  
Change agricultural building to dwelling house (Prior approval)

H19-0735-15 Mr Ward, Eastward Lodge, 41 Luttgongate  
Stables/tack room and manage for private use only

H19-0852-15 Mr S Coates (Old Hall Farm Co Ltd) The Oaks 251 Broadgate  
Change of use of 3 redundant farm buildings to residential

H19-0834-15 Mr & Mrs Oddy , Orchard View Caravan Park , Broadgate  
To extend opening season to 12 months of year & to increase touring pitches to 45

**Refusal:** None

**Enforcement Notices:** None

**Appeals:** None

**13. 75.15 To discuss Engaging with Parishioners – Cllr Hunns**

Cllr Hunns proposed that the Council put together a questionnaire for all parishioners. As an incentive for them to reply the offer of a £20 voucher (supplied by Cllr S Morris) would be used as a prize drawer. She would do all printing and delivery of the questionnaire.

This was discussed, seconded and put to a vote.

In favour 2 / Against 3.

The Clerk offered to put a questionnaire on the Council web site but Cllr Hunns thought this insufficient.

The Clerk is to produce colour posters for 2016 Annual Parish Meeting to invite the parishioners to participate and attend.

**14. 76.15 To Resolve on Council Budget & Precept.**

Council RESOLVED to accept the budget and Precept as put before them.

**15. 77.15 To adopt the following policies and procedures:**

- a. Equal Opportunities Policy
- b. Complaints procedure policy
- c. Policy on handling FOI request
- d. Risk Management Policy

Council RESOLVED to adopt the above policies as put before them.

**16. 78.15 To discuss Council Pension Scheme**

The Clerk informed the Council that they are following the required procedure for enrolment in the pension scheme. This has to be followed prior to opting out.

**17 79.15 Date of next meeting:**

March 22<sup>nd</sup> 2016 at the Village hall

The Clerk handed out 2016 meeting dates.

There being no more business the meeting closed at 8.30pm

Signature:

Date:

