

Minutes of the Parish Council Meeting of Tattershall with Thorpe Parish Council held on Tuesday 5th June 2018 at 7.15pm in Tattershall Village Hall.

There was one member of the public present. Councillors Mrs Shaw, Mr Leggate, Mrs Harvey, Mr Coulber, Mrs Dawson (RFO), Mr Brown (Chair), Mr Langley, Mr Edwards, Mr Adams, Mr Fletcher (Vice Chair), Mrs Kay and D Cllr Mr S Avison plus clerk Mrs K Elliott.

7.15pm - Public Forum: The Chairman welcomed everyone to the meeting and those present discussed the footpath walking arrangements. Also discussed were byelaws re parking on grass verges on the High Street. Mr Avison advised that in 1984/5 a byelaw was put in place to stop parking on any cut grass. This matter will be investigated by the clerk. Mrs Harvey also noted that the parking was bad in Coningsby also. Parking will be a matter on the July agenda and will be raised at the next Police Panel meeting. Members also discussed the lack of road sweeping carried out through Tattershall and Tattershall Thorpe and the poor grass cutting in certain areas of the parish; in particular the entrance to Fortescue. This is to be raised with the contractor.

2018/023 **Chairman's Report** – NB advised of a recent meeting with Anne Shorland of ELDC with regard to the S106 monies. Feedback has been requested from ELDC on the Market Place Improvements Scheme, the Green Area and the Footpath Link.

2018/024 **Apologies** – The parish clerk reported that apologies for absence with valid reasons given had been received from Mr Singleton Cragg, Mr Tracy, D Cllr Mr Foster and C Cllr Mr Ashton and it was proposed, seconded and RESOLVED that apologies be noted with valid reasons for absence being accepted.

2018/025 **To Receive Declarations of Interest under the Localism Act 2011** – none were received.

2018/026 **To approve as a correct record the Notes of the meeting of the Council** – It was proposed, seconded and RESOLVED unanimously that the official minutes of the last meeting held on 1st May 2018 having been previously circulated were approved as a true record of the minutes, Chairman signed and dated.

2018/027 **Vacancy for Parish Councillor** – there is one vacancy. The clerk advised the meeting of the 2 candidates and the one candidate present was asked to leave the room whilst the councillors discussed the matter. Having been given details of both candidates the parish council RESOLVED TO CO-OPT Mr D Eldridge with immediate effect. Mr Eldridge was brought back into the meeting and welcomed on to the parish council. The clerk also advised of the resignation of Mrs Harkus.

2018/028 **Report from District & County Councillors, Police and any other outside agencies** – The report from C Cllr Mr Ashton was delivered earlier in the meeting. SA reported that the new Gambling Policy will be out for consultation soon, he also advised that Mr N Jones has been appointed as Chairman of the Council at ELDC and Mr D Andrew as Vice Chairman. The Police report was circulated to all present.

2018/029 **Clerks Report on matters outstanding and correspondence**

- a) Thank you letter – has been received from Age UK Lindsey
- b) Footpath walking dates – were circulated to all for the rest of this month
- c) YAA presentation – will take place on 30th June at the Lions Fun Day

2018/030 **GDPR – Resolution for approval of Data Map and adoption of policies, procedures, notices and checklists**

GDPR Compliance

- a) To adopt the Data Map
- b) To adopt the Data Protection Policy, Subject Access Request Procedure, Data Breach Policy and Records Retention Policy

Chairman :

date:

- c) To adopt the Privacy notices
- d) To receive completed Security Compliance Checklists from all councillors
- e) To resolve that the council registers with the ICO as a Data Controller and pays the relevant Data Protection Fee.

Having discussed the above which are all recommended by NALC and LALC, it was proposed, seconded and RESOLVED to adopt all the above protocols for GDPR Compliance.

2018/031 **To receive an update on the Trees** – the clerk has previously circulated the report from the arboriculturalist which has highlighted certain areas which have not been carried out as recommended and the clerk will contact the original contractor to get these areas resolved. The other matters which have also arisen will be addressed with new quotations from 3 contractors.

2018/032 **Report from Clerk's appraisal and proposal for hourly rate increase** – Mrs Kay and Mrs Dawson met with the clerk to carry out the appraisal. It is proposed for the clerk to spend time within the parish one day per month so that councillors can visit and discuss any matters of concern, arrangements for this will be made in due course and circulated to all members. The clerk was asked to leave the meeting whilst the councillors discussed the pay proposal and on her return it is noted that this increase has been approved and RESOLVED.

2018/033 **Speeding matters** – the meeting discussed the background to this matter and the proposal to install more brackets for our Speed Indicating Device. The first matter would be to suggest new sites for the brackets and to get them approved by LRSP, this would incur a cost of £40 and the brackets are £57 each. Installation costs are currently not known. The meeting RESOLVED to get 4 more sites approved and purchase and install 4 more brackets. Those present also discussed the request for another Archers Survey in Tattershall Thorpe and this will be put onto the July agenda for further discussion.

2018/034 **Litter Pickers** – the meeting RESOLVED to purchase 10 more litter pickers at £9.99 each.

2018/035 **To resolve to purchase more Christmas Lights** – The meeting RESOLVED to purchase 8 sets of lights at £159.92 for display within the trees in the Market Place over the Christmas period.

2018/036 **Dog Fouling signs and bins** – the meeting discussed the lack of a bin on Cromwell Place and a replacement is to be considered. The clerk was requested to find out if ELDC would empty it if one was purchased by the parish council. The clerk was also asked to find out about stickers from the Dog Warden and this matter will be discussed again at the July Meeting.

2018/037 **Best Kept Garden Competition** – Areas for initial judging were circulated and responses were requested in time for the July meeting, at which a judge will be appointed.

2018/038 **Emergency Officer** – the clerk was requested to find a job description for this role. Is anyone available to attend the forthcoming Resilient Communities seminar. The clerk was asked to ask ELDC and LCC who they would contact in case of an emergency and also communicate with Coningsby Town Council. A report will be provided at the July meeting.

2018/039 **To consider the benches at Curzon Estate and Sleaford Road** – Mr Coulber reported that the Sleaford Road bench is not suitable for painting and will require replacement next year; this will be budgeted for in the autumn. The Curzon bench can be painted and a quote will be ascertained.

2018/040 **Planning Matters** –

- a) S/035/01961/17 – new Scout Hut – FPP has been received
- b) S175/00628/18 – those present RESOLVED to support this planning application for 10 Market Place, Tattershall.

Chairman :

date:

It was also noted that the planning application for the medieval Church wall works has been approved.

2018/041 **Financial Matters** – To authorise the signing of cheques and to note income for this month.

- a) **Internal Audit** – the report from Mr Seymour has been circulated to all councillors.
- b) **External Audit**
 - a. **Annual statement of Accounts** – having been circulated to all in advance of the meeting this was proposed, seconded and RESOLVED and signed by the Chairman and RFO.
- c) **Payment of Accounts** – members were advised of the list of payments and it was then proposed, seconded and RESOLVED that payments were made to the sum of £2,886.21 including VAT and income was noted for the month was £116.50

2018/041 **Reports from outside meetings** – There were none.

2018/042 **Items for next agenda are to include the dog pooh bins & pot holes.**

- a) **Full Council Meeting** – will be on Tuesday 3rd July 2018 at 7.15pm at the Village Hall.

There being no further business the meeting closed at 9.25 pm.

Chairman :

date: