

ADDLETHORPE PARISH COUNCIL

Please note that these minutes are draft until approved as a true record

MINUTES OF THE MEETING OF ADDLETHORPE PARISH COUNCIL HELD ON

9th January 2018

The monthly meeting of the Parish Council was held on Tuesday 9th January 2018 at 7.30 p.m. in the small hall, St Peters Hall, High Street, Ingoldmells.

PRESENT:- COUNCILLORS H. BOUGHTON (CHAIRMAN), G. ESCOTT, R. SHORT, T. SMITH, N.TOWERS

1 members of the public were present.

OPEN FORUM : The Clerk apologised to the Council because some of the work that was needed had not been completed due to ill health following her spinal surgery and a bout of food poisoning. The apology extended to the short notice cancellation of the December meeting, although there was little business to be dealt with at that time.

1) CHAIRMAN'S REMARKS

The Chairman opened the meeting at 7.30 and welcomed everyone. The Chairman thanked all the Councillors present for their support during the previous year, wished them all a belated Happy New Year and looked forward to another successful year of meetings.

2) APOLOGIES FOR ABSENCE

Cllr Colin Davie – Did not attend
Cllr Ian Clift – late hospital appointment

3) DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE 2000 LOCAL GOVERNMENT ACT.

Chairman and Clerk declared a personal interest in the Planning Application in Section 11c and signed the book.

4) MINUTES OF THE MEETING HELD ON 14TH NOVEMBER 2017

Notes for the meeting held on 14th November 2017 were approved as the minutes and signed by the Chairman.

5) REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES.

None.

6) CLERK'S REPORT ON MATTERS OUTSTANDING.

- a) Highway Grass Cutting: For the new financial year 2018/19, grass cutting funded by the County Council will be limited to 2 safety cuts per year. The County Council are looking to expand the number of Parishes who take on responsibility for this work and is offering to enter formal Parish Agreements. The contribution to all contributing councils for the year 2018/19 is 4.4/m²/annum. District, Borough and County Councils continue to deliver grass cutting service in non-highway areas. The Parish Councillors discussed the possibility of a formal agreement but decided against this. At this time, apart from the contract with Welton Garden Services, several of the local farmers undertake work in the village, cutting grass and hedges etc. The Clerk was asked to write formally to Mr John Hardy and the Hand Brothers, thanking them for the work that they do.
- b) Speedwatch: an e-mail has been received from Lincolnshire Road Safety Partnership (LRSP). The plan is to roll out a Community Speed Watch programme across the County. Clerk will contact the Enforcement Delivery Manager to discuss of how far we have managed to get in setting up our group and also contact Grantscape so as to apply for the grant to purchase signs and the hand-held radar needed.
- c) Letter to Ombudsman: Following the delay because of illness, the Clerk will complete the letter and send it before the end of the month.
- d) Certificate for J Leeman on retirement: Clerk has produced a Certificate of Appreciation which the Council would like to be adjusted so that all councillors can sign.
- e) Fly-tipping reported: Several areas of the village have been blighted by Fly-tipping. The land at Chapel Road (off the A52) which is being used as a waste tip has now been investigated and Enforcement consider it 'is adversely affecting the amenity of the area'. The owner has been given 28 days to clear it or face prosecution under the Town and Planning Act 1990. The large amount of refuse dumped along the bypass has also been reported as has a fridge in the dyke in Mill Lane. (Council say they do not collect items from the dykes).
- f) Old filing from Ingoldmells Parish Office: The Clerk recently came across a note made by Mr Smedley in the Mottram Trust books about a suitcase of filing being stored at Ingoldmells Parish Office. Initial enquiries drew a blank, but a few days later the Clerk received a message to say 2 suitcases had been found containing both Mottrams and Parish Council documents. The Clerk will purchase storage boxes and sort the papers contained in the cases, when the weather is better as it is a job that will need to be undertaken outside due to the dust and mould. The Clerk will also purchase some 'Data sticks' and download some of the older documents held on the computer in an effort to make the computer run more efficiently.

7) CORRESPONDENCE.

By Post:

- a) Local Council Update December 2017: 'Snippets' has been distributed. The February edition will be a double issue to include the January edition.
- b) Local Council Review: magazine of the National Association of Local Councils which contains articles of interest on various matters. This edition has an article about Data Protection and the changes coming into force in May 2018 under the new General Data Protection Regulation (GDPR) and which will replace the 1995 Data Protection Act.
- c) LALC News: articles of interest: i) Changes to County Highways Service, ii) Preparing for GDPR, iii) useful list of funding sources.
- d) Matt Warman M.P.: a poster for Surgery dates Jan – Jun 2018 will be displayed on the noticeboards a.s.a.p.
- e) Clerks and Councils magazine:(Copies arrived after the Agenda was printed) The article by Paul Claydon, an expert on local council law, highlights the legal side of dealing with Travellers and Gypsies.

E:Mail:

- a) East Lindsey Messenger: articles highlighted were:
 - Recycling
 - Skegness Foreshore Heritage Listing – Historic England have added areas of Skegness Foreshore, including the Clock Tower and Tower Gardens, to the Register of Historic Parks and Gardens.
 - Lighting Update
- b) Lincs Minerals and Waste Plan: the Site Locations document is legally compliant and sound and was adopted on 15th December 2017.
- c) H M Revenue and Customs: in a upgrade to IT systems, changes to the way the Council reclaims V.A.T. will be introduced.
- d) NALC Survey: The Impact of Second Homes survey data will be used to support a proposal by Cromer Town Council which will be made to DCLG around Easter 2018.
- e) General Data Protection Regulation: Clerk has downloaded the documents in relation to this matter and will read them and formulate an amendments to our Standing Orders that may be required.

8) TO AUTHORISE PAYMENT OF ACCOUNTS

The following request for payment were authorised and the cheques signed:

- a) Welton Garden Services – Grass Cutting for November 2017 - £84
- b) St Peters Hall – Rent balancing payment £20.
- c) Mrs M.K. Boughton – Clerk's Salary November and December 2017
- d) Mrs M.K. Boughton – Clerk's expenses quarter Oct – Dec 2017

9) TO DISCUSS FINANCIAL MATTERS

- a) Quarterly Expenditure against Budget and Financial Statement for quarter October to December 2017. Approved and signed by RFO
- b) Budget for Precept. Budget remains unchanged for year 2018/19 and the Precept request will be £5,600 (includes £500 to be placed in deposit account for election costs.)

- c) Notification of External Auditor for next 5 year period commencing 2017/18: The appointed auditor is PKF Littlejohn LLP. As the Parish Council income is less than £25,000 per annum, an exemption from External Audit will apply, but the auditor appointed will still answer any questions or objections about the accounts. An annual return will still need to be fully completed and published, and to this end an internal audit will still take place, and in the past this has been conducted by Jen Cooper.
- d) V.A.T.: V.A.T. has been reclaimed for the year Oct 2016 to September 2017 and the amount of £308.94 was paid into the Council bank account in November 2017. (This item was not on the agenda)

10) PLANNING CONSENTS AND REFUSALS

- a) Mr N Hobbins: A Breach of Condition notice has been issued and investigated for the siting of a static caravan to be used as warden's accommodation. Land: The Laurels, Mill Road.

11) PLANNING APPLICATIONS

- a) Mr N Hobbins: change of use of land for siting 6 lodge caravans with decking and sheds on site previously approved for touring caravans. Land: The Laurels, Mill Road. Councillors were consulted in advance of the meeting (December meeting cancelled) to comply with return date. **OBJECTED**
- b) Poplar Farm Caravan Park & Restaurant Ltd: PP change of use, conversion of and extension to existing outbuilding to provide an annexe and shed/hobby room (works completed by previous owner). Land: Poplar Farm, Chapel Lane. **SUPPORTED**

The Chairman and Clerk vacated their seats for the following Planning Application and the Vice-Chairman Cllr N Towers conducted the meeting.

- c) Mr & Mrs H Boughton: Application to remove Agricultural Occupancy Condition as imposed on planning permission ref: S/002/1060/15 & S/002/00930/95. Land: The Willows, Mill Lane. **SUPPORTED**

12) BOWMANS BUSINESS PARK

Cllr G Escott is in communication with the new owner/lessee of the land and an invitation to a Parish Council meeting will be offered.

13) DATE OF THE NEXT MEETING

The next meeting of the Parish Council will be held on Tuesday 13th February 2018 at 7.30p.m. in the small hall, St Peters Hall, High Street, Ingoldmells.

14) ANY OTHER MATTERS FOR DISCUSSION ONLY

As there was no other business the meeting closed at 8.15 p.m.

