


# METHERINGHAM, SOTS HOLE AND TANVATS PARISH COUNCIL

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You are summoned to a meeting of Metheringham Parish Council which will be held in the **Village Hall, Middle Street** on Tuesday 28<sup>th</sup> January 2020 at 19:15. Prior to the official start of the meeting a public forum of not more than 15 minutes will be held if required. The public may address the council between 19:15 and 19:30 on current matters, or issues which may become future agenda items and your attendance is also requested during this period. A Police Report will be given at this time.

Signed: *Karen Steels Tallett*  
Karen Steels-Tallett  
Clerk to Metheringham Parish Council  
22<sup>nd</sup> January 2020

## **AGENDA 09/2020** **28<sup>th</sup> JANUARY 2020**

- 1. Chairman's Remarks**
- 2. To accept Apologies for Absence and reasons given in accordance with Local Government Act 1972 s85(1).**
- 3. Members Declarations of Interests:**
  - a. Members may make any declarations of interest at this point but may also make them at any point during the meeting in accordance with Metheringham Parish Councils Code of Conduct.
  - b. Dispensations: To consider and grant dispensation to relevant members in accordance with Metheringham Parish Councils Code of Conduct.
- 4. To approve the notes of the Parish Council Meetings held on Tuesday 26<sup>TH</sup> November 2019 and 6<sup>th</sup> December 2019 (circulated with agenda).**
- 5. Reports from representatives on outside bodies:**
  - a. To receive a report from the County Councillor – attached
  - b. To receive a report from the District Councillor.
  - c. To receive a report from the Bracebridge Heath Neighbourhood Policing Team (circulated separately).
  - d. To receive reports from Council representatives on other outside bodies.
    - i. Village Hall Management Committee – attached – to be discuss under agenda item 27.
    - ii. Metheringham Swimming Pool
    - iii. Library
    - iv. Bowls Club

**6. To receive verbal or written update reports from Working Groups:**

- i) Events - attached
- ii) Project Planning – no report available
- iii) Communications – no report available
- iv) Community & Environmental Development – attached

**7. Amenities Working Group:** To consider establishing an Amenities Working Group to aid the Council.

**8. Clerks report (circulated separately).**

**9. Financial matters:**

- a. **Urban Grass Cutting:** To consider and resolve to add additional areas of highway verge previously cut by NKDC to the LCC Parish Agreement Scheme for the 2020/21 financial period.
- b. **LALC Training Scheme:** To consider and resolve to continue with the Lincolnshire Association of Local Councils Annual Training Scheme for April 2020 to March 2021 at a cost of £140.
- c. **Play Equipment Inspections:** To consider the quotation received to continue with the inspections on play equipment.
- d. **Environmental Officer:** To consider employment of an Environment Officer as recommended by the Community & Environment Working Group.
- e. **Shared Data Platform:** To consider the quotations received for a shared data platform and Councillor emails.
- f. **Former NHS Building:** To consider the quotations received for the works necessary to move the office to the former NHS Building.
  - i) To consider the quotations received for the works to the building.
  - ii) To consider the quotations received for the maintenance of the security and fire alarm systems.
  - iii) To consider the quotations received for meeting tables.
- g. **Accounts for Payment:** To consider and approve accounts for payment (circulated separately).
  - i) **Financial Report:** To receive a report on the PC finances, Income and Expenditure (circulated separately).

**10. To receive the minutes of the Finance Committee and consider recommendations:**

- i) **Budget 2020/2021** To consider and resolve to approve the budget for 2020/2021 as circulated.
- ii) **Precept 2020/2021:** To consider and resolve the Precept requirement upon the Billing Authority (being North Kesteven District Council) of £140,621 (one hundred and forty thousand, six hundred and twenty one pounds) be approved.

- 11. Library Roof Repairs:** To consider the invoice received in respect of repairs to the Library Roof be submitted to Lincolnshire County Council in respect of the Capital Grant.
- 12. Grant Awarding Policy:** To consider and resolve to approve the draft policy.
- 13. Payroll Services:** To consider bringing payroll services back in-house with effect from April 2020.
- 14. Parish Council Meeting Dates 2020/2021:** To agree the schedule of meetings for the period May 2020 to April 2021 inclusive as circulated.
- 15. Annual Village Meeting 2020:** To consider and resolve the format for the 2020 Annual Village Meeting.
- 16. CCTV Equipment:** To consider the recommendation from the Community & Environmental Working Group to relocate the Control Unit in the new Parish Office.
- 17. 15a High Street:** To receive the Deed of Surrender for the premises 15a High Street, Metheringham and resolve to sign the document.
- 18. Metheringham Squash Club Event:** To consider the request to hire the Star & Garter Field for the purpose of a Beer Festival and agree a charge.
- 19. Community Right to Bid:** To consider and resolve to register an interest in the Old Mill, Prince's Street in accordance with Localism Act 2011 Part 5 Chapter 3 – Assets of Community Value.
- 20. Linden Tree Belt:** To consider to address the issues arising from the tree belt and flooding issues.
- 21. Correspondence:** To note general correspondence (publications and letters are available for inspection at the meeting).
- 22. Planning:**

Planning applications received from NKDC:

  - i) 20/0022/HOUS – 53 Paddock Lane, Metheringham. Erection of metal storage shed.
  - ii) 20/0033/VARCON – Stone Lodge, Fen Lane, Metheringham. Application to vary condition 3 in respect of alterations to internal layout at first floor, resulting in fewer skylights. Demolition of part of the existing rear extension.

Planning application decision notices from NKDC:

- i) 19/1206/FUL – The Kitchen, Sleaford Road, Nocton Heath. Change of use of a former café building to 2 single storey dwellings.
- ii) 19/1458/HOUS – 1-2 Brickyard Cottages, Feb Lane, Metheringham, Erection of single storey rear extension and revised site boundary.
- iii) 19/1666/HOUS – 8 Tennyson Close, Metheringham. Erection of porch.
- iv) 19/1547/FUL – 26 Fen Road, Metheringham. Conversion and extension of former fire station to residential dwelling and erection of a further dwelling.

**23. Public Bodies (Admission to Meetings) Act 1960 Exclusion of the Press and the Public:** To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting.

**24. Staffing Matters:** To receive an update on staffing matters.

**25. Staffing:** To consider and resolve the Staffing Committee permit to grant time.

**26. Death of a Senior National Figure protocol:** To consider and resolve the protocol in the event of a senior national figure.

**27. To receive a report from the Village Hall Management Committee Representative.**

**28. Co-option:** To consider Application for Co-option received from a Parishioner

**29. Date, time and venue of next meeting:** Tuesday 25<sup>th</sup> February 2020 at 19:15, in the Village Hall.