

Metheringham, Sots Hole and Tanvats Parish Council

**DRAFT Minutes of the Parish Council Meeting held on
Tuesday 24th January 2023 at the Parish Council Offices, High Street,
Metheringham, LN4 3DZ**

Present: Chairman Cllr K Parker, Cllrs R Grummitt, B Nelson, S Peek, J Tatton, C Toynton, M Westerman, B Nelson and M Worthington

In attendance: Locum Clerk K. Sinclair and County Cllr R Kendrick

The Chairman opened with the usual housekeeping announcement then opened the public session at 6.20pm

Public Forum.

There were 2 members of the public present.

A member of the public raised concerns over flooding in gardens since upgrades to the sewerage system on Drury Street. They request that this be investigated and be a reoccurring item on the agenda until resolved.

An update was given on item 4c during the public session as the usual representative was not present which included; low levels of anti-social behaviour, report from the Met Police regarding ongoing investigations, reports of modern day slavery in the area and scam awareness.

A resident raised concerns regarding the relocation of the bus stop on High Street. They believe this location to be dangerous and requested it be added to the next agenda for further discussions.

The Chairman opened the meeting at 6.33pm.

Official Business of the Council

1. Accept apologies for absence and reasons given in accordance with the Local Government Act 1972 s85(1)

Apologies were received from Cllr I Holmes and Cllr K Rymer. Cllr F Pembrey was absent, and no apologies were received.

It was resolved to accept apologies received from Cllr K Rymer. Proposed by Cllr Westerman, seconded by Cllr Peek and approved with 6 votes for and 3 abstentions.

All members abstained from voting to accept apologies received from Cllr Holmes.

2. Members declaration of interest

a. Members declaration of interest

Cllr Worthington declared an interest in item 14.

b. Dispensations

None received.

3. To approve as a correct record the minutes of the meeting held on:

a. 20th December 2022

It was resolved that the draft minutes from the meeting held on 20th December 2022 were a true record and could be approved and signed as minutes. Proposed by Cllr Tatton, seconded by Cllr Toynton and approved unanimously.

The Chairman gave a brief introduction for the Locum Clerk, Kirsty Sinclair.

4. To receive reports from representatives on outside bodies:

a. County Councillor

County Cllr R Kendrick gave a report on following matters:

- Proposal to reduce speed limit of 40mph on the road to Dunston.
- The gardening club had requested assistance with village planting projects
- Issues with speeding on minor roads, particularly the fen roads with requests to action more TRO's and speed limit changes.
- Possible projects near to Metherringham include a solar farm and digester. Cllr R Kendrick is due to meet with planning in due course to discuss, although no formal planning applications have been submitted yet.
- Cllr R Kendrick would support the formation of a Community Speed Watch group and encouraged the council to contact the road safety partnership for help and guidance following several accidents locally within the last few months.

County Cllr R Kendrick left the meeting at 6.50pm

b. District Councillors

There were no District Councillors present.

c. BBH policing team

The update was given in public session.

The 2 members of the public left the meeting at 6.51pm

d. To receive reports from council representatives on other outside bodies;

i. Village Hall Management Committee

No updates to report. Next meeting to be held on 25th January 2023.

ii. Metherringham Swimming Pool

Written report received from Cllr Rymer. Concerns were raised over the current committee structure and suggestions were made to consider a review of the MOU. The first 4 instalments of the loan have now been received. The fencing has now been replaced but concerns were raised with the location of the new fence as it appears that it has been erected outside of the existing boundary line.

iii. Metherringham Community Hub

An advert for volunteers was published with 2 people coming forward already. The school visit every couple of months. On 1st January, the prices were increased from 20p per book to 40p per book. The next monthly meeting to be held on 30th January 2023.

iv. Metherringham Bowls Club

It is currently the quiet season at the Bowls Club. However, regular social events are taking place.

v. Metherringham Football Club

Correspondence from the club stated that the lights were not working and due to lack of cleaning, the pavilion was dirty. The poor level of grass cutting was also commented on. Cleaning of pavilion and MOU review to be added to the next agenda.

5. To consider and resolve to advertise a Clerk's position as per job description recommended by the Staffing Committee

It was resolved to accept the job description and advert for a new clerk. Proposed by Cllr Westerman, seconded by Cllr Parry and resolved unanimously.

6. To consider and resolve to accept and adopt the revised Terms of Reference for the Events Committee as recommended by the General Purposes and Finance Committee

It was resolved to accept the Terms Of Reference for the Events Committee. Proposed by Cllr Westerman, seconded by Cllr Worthington and approved unanimously.

7. To consider and resolve to accept and adopt the revised Terms of Reference for the General Purposes and Finance Committee as recommended by the General Purposes and Finance Committee

It was resolved to accept the Terms of Reference for the General Purposes and Finance Committee. Proposed by Cllr Tatton, seconded by Cllr Westerman and approved unanimously.

8. To consider and resolve to accept the quotation for replacement play equipment in Princes Street Playpark to replace the climbing frame already removed and issue a purchase order

At a previous council meeting, it was agreed to accept this quotation but due to no access to the bank accounts, it could not proceed. Other quotations were previously obtained and considered.

It was resolved to accept the quotation and raise the purchase order for the new play park equipment. Proposed by Cllr Tatton, seconded by Cllr Toynton and approved unanimously.

9. To receive an update on MUGA and zipwire relocation on Princes Street Playpark

Following a site visit, a proposed location for the MUGA and zipwire were agreed in principle. Quotes to be obtained and considered at the next meeting.

10. To compile budgets and complete application forms for precept for the following financial year and seek advice/assistance from LALC to ensure accurate and timely submission to NKDC

11. To approve budget

12. To approve the precept submission and sign paperwork

LALC arranged a Locum Clerk to help with compiling of budget and precept application. Due to time constraints and not enough information available at the meeting, it was resolved to allow the Locum Clerk to compile the budget over the next few days (as accurately as possible with the information to be provided after the meeting). This recommendation will then be circulated via email to all Councillors for consideration. If the majority of Councillors resolve to accept in writing, then the Locum Clerk will submit the precept form to NKDC. Proposed by Cllr Parker, seconded by Cllr Tatton and approved unanimously.

13. To receive an update on the services of LALC on the following:

a. To update the parish website and upload minutes of the meetings etc

LALC to provide website services.

b. To provide assistance and guidance on the AGAR form to be published

Locum Clerk to assist with the AGAR forms.

c. To update the accounts package (Rialtas)

Locum Clerk and Internal Auditor appointed by LALC to update the finances.

d. To conduct audit on accounts and issue a report to council

Internal Auditor as appointed by LALC.

Cllr Worthington left the meeting for item 14.

14. To discuss and retrospectively agree to employ a local electrician to investigate lighting problems in the pavilion which is causing electrical trips in the school

It was resolved to retrospectively approve the appointment of the local electrician. Proposed by Cllr Tatton, seconded by Cllr Peek and approved unanimously.

Cllr Worthington re-joined the meeting.

15. To receive update on ex Clerk's status

It was resolved to move this item to closed session due to the confidential information being discussed. Proposed by Cllr Worthington, seconded by Cllr Peek and approved unanimously.

16. To discuss and resolve:

a. Internet card holders with full access to bank accounts (current financial regulations require RFO and Chair - to be held in safe)

It was resolved to allow the Chairman to apply for a council debit card. Proposed by Cllr Toynton, seconded by Cllr Parry and approved unanimously.

b. Internet card holders with access to bank accounts to authorise transactions only. (Current signatories are the Vice Chair and Finance Committee Chair)

It was resolved to allow the Chairman, Vice Chair and Finance Committee Chair to be authorisation signatories. Proposed by Cllr Parker, seconded by Cllr Tatton and approved unanimously.

17. Receive an update on the remaining invoice/debt outstanding and approve for payment

A list of payments for approval was presented to Council. It was resolved to approve the invoices and subsequent payments. Proposed by Cllr Westerman, seconded by Cllr Tatton and approved unanimously.

18. To receive update on Street Lighting and discuss and resolve to upgrade posts and lights as recommended by service provider

An update was given on the current condition of street lighting and the annual contract which was due for renewal.

It was agreed to renew the contract with the current service provider as they were offering the lowest unit price and to obtain more information on finance and/or funding options to replace remaining posts and lights. Proposed by Cllr Grummitt, seconded by Cllr Tatton and approved unanimously.

19. To discuss and resolve actions to be taken following the recent accidents and speeding on Station Road and High Street through Princes Street past the school

a. Contact the Road Safety Partnership for help and advice

It was resolved to contact the Road Safety Partnership for help and advice. Proposed by Cllr Tatton, seconded by Cllr Toynton and approved unanimously.

b. Form a Community Speed Watch group and purchase the equipment required to become active in providing speed watch activities

More information and costings to be obtained before a decision can be made.

c. Contact Lincolnshire Police and request assistance in enforcing speed limits

Lincolnshire Police were contacted previously but required sufficient evidence of speeding in the area before action would be taken. The information from the speed sign could be used as evidence once obtained.

20. To consider and resolve to allow The Bardney and Potterhanworth Dog Show to hold a dog show on the playing field on 14th May 2023

It was resolved to allow the dog show to be held on 14th May 2023 subject to no interference to any football fixtures which may be taking place. Proposed by Cllr Tatton, seconded by Cllr Toynton and approved unanimously.

21. To consider and resolve a grant toward solar panel at the Squash Club

A grant application would need to be completed by the squash club for consideration in line with the Council Grants Policy.

22. To resolve parking for a wedding in public car parks, possibly overnight, on 15th July 2023

It was resolved to allow parking in the public car parks, including overnight at owners own risk, on 15th July 2023. Proposed by Cllr Worthington, seconded by Cllr Westerman and approved unanimously.

23. To discuss and resolve to rent the playing field to for this years Meg Beer Fest on Saturday 2nd September 2023. Access to the field required from Thursday 31st August to Monday 4th September

It was resolved to allow Meg Beer Fest to rent the playing field from Thursday 31st August to Monday 4th September. Proposed by Cllr Parry, seconded by Cllr Peek and approved with 8 votes for and 1 abstention.

24. To discuss and resolve the following points received from Metheringham Gardening Club:
a. Have any discussions occurred regarding the area around the council offices for the use of the gardening club? If so, is there an update available?

It was resolved to allow the areas around the council offices to be used by the gardening club subject to a survey by Western Power confirming the location of any power lines in that area, if any. Proposed by Cllr Westerman, seconded by Cllr Tatton and approved unanimously.

b. As the village planters are council assets, can we ask that the council allocate some funding going forward to purchasing new planters to replace the broken planters and for the proposed new planters around the village?

c. We seek blanket permission going forward in 2023 to increase the number of new planted beds around the village. This list includes, but is not limited to, the Fire Station, under village signs, along Lincoln Road and Princes Street. This would reduce the lag between us identifying suitable areas and waiting for permission to be granted. If any areas are near and overground or underground services, suitable assessments and permissions prior to any work being undertaken will be sought.

d. We are currently investigating the tree planting scheme run by Lincolnshire County Council. To assist us in identifying areas we can plant, can the MPC provide the group with maps of the village and the surrounding areas please?

It was resolved to defer items 24b, c and d to the environment committee to investigate and present to council when possible. Proposed by Cllr Toynton, seconded by Cllr Westerman and approve unanimously.

25. Public bodies (admission to meetings) act 1960 exclusion of the press and 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 public be exclude.

It was resolved to enter closed session. Proposed by Cllr Parker, seconded by Cllr Parry and approved unanimously.

The meeting was closed to the public at 8.26pm.

15. To receive update on the ex Clerk's status

An update was given by the Chairman.

It was resolved to suspend standing orders to allow the meeting to proceed past 2 hours.
Proposed by Cllr Westerman, seconded by Cllr Peek and approved unanimously.

26. To consider and resolve a response to the Lincolnite's article regarding Buzzing Ladies

No response has been received by the Lincolnite and the next steps were discussed and resolved by Council. Proposed by Cllr Tatton, seconded by Cllr Westerman and approved unanimously.

27. To consider and resolve response to FOI request and SARS request to Cllr Holmes

It was resolved that the Locum Clerk would collate information and draft a response to fulfil the Council's legal obligations. Proposed by Cllr Worthington, seconded by Cllr Parker and approved unanimously.

28. Date and time of next meeting

EGM to be held on 7th February 2023 at 6.15pm

Next ordinary meeting to be held on 21st February 2023 at 6.15pm

The meeting closed at 8.53pm.

Approved



K. A. Parker
Chair