

MINUTES OF A MEETING OF TETNEY PARISH COUNCIL

Held on the 10th May 2018 at Tetney Village Hall

Present: - Councillors: S. McMillan (Chair) B. Maynard (Vice Chair)
 B. Holden Y. Fletcher
 T. Hill R. Lukehurst
 T. Powell P. Hotchin
 S. Booth (Clerk)

Public: - 0 + Cllr Watson.

63/18 CHAIR'S REPORT

- Cllr McMillan welcomed the Councillors and public to the meeting. He outlined where Fire exits and extinguishers were situated, where to assemble in an emergency, that the building was a "No smoking" establishment and that the Council policy folder was available at the rear of the room.

64/18. APOLOGIES

- Apologies were received in advance from Cllr Winslow and Cllr McNally due to other commitments. Proposed to accept apologies by Cllr Hill, seconded by Cllr Lukehurst. All in favour. Resolved to accept.

65/18. DECLARATION OF INTERESTS

- a) To record declarations of interest by any member of the Council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared. *Cllr Holden, item 72/18e*
- b) To note dispensations given to any member of the Council in respect of the agenda items listed below. *None*

66/18. MINUTES OF THE PREVIOUS MEETING

- Had been previously circulated. It was proposed by Cllr Fletcher and seconded by Cllr Maynard to accept the Minutes. Resolved to accept minutes. These be adopted as a true record'.

67/18. OPEN FORUM

No report.

68/18. CLERK'S REPORT ON MATTERS OUTSTANDING

- Completed audit
- Reported disintegrating road surfaces on Fourways (ref 101000279513) and Thoresby Rd (ref 101000279514)
- Contacted Countryside Dept for a meeting with Cllr Hotchin.
- Created allotment poster.
- Asked contractor to top up graves.
- Updated Cllr details on notice board and contact list.
- Send new Cllr paperwork to ELDC.
- Asked Cllr Watson to look into wind turbine community fund.

- Reported pothole outside The Broads, Chapel Rd (ref 101000279517)
- Circulated policies, SO and GDPR regulations.

69/18. TO RECEIVE REPORTS FROM REPRESENTATIVES FROM OUTSIDE BODIES

- ELDC – Cllr Watson is working on the wind turbine community fund money and where it has gone to, he will give an update when he has found anything out. ELDC resolved to borrow £20million over 50 years at 2.5% to invest in capital bonds at 7% return. The “profit” will be invested in new housing projects in East Lindsey. Cllr Jones is the new Chairman of ELDC. Cllr Watson remains on the planning committee and the audit and governance committee.
- LCC – Cllr McNally reported via the Clerk that the white lines on Tetney Lock Road will be replaced within the next 4-6 weeks. Clerk to inform Cllr McNally if it doesn’t happen.
- Outside representatives – No report.

70/18 PLANNING MATTERS

**All applications comments are available to view at www.e-lindsey.gov.uk*

***Applications may not be discussed at meetings due to deadlines and lack of internet connection to allow viewing of plans.*

- Planning applications received
- N/178/02354/17 Mr Havery Neighbour concerns, noise, proximity, access, safety
- Planning decisions received

*Cllr Fletcher suggested to Cllr Watson that ELDC could use QR codes on their public planning notices so residents can scan the code and access further information immediately. Cllr Watson to make the suggestion to the planning committee.

71/18. CORRESPONDENCE

LALC - Resilient Communities meeting. *Cllr Lukehurst to attend and to book his place.

72/18 Parish Council matters

- Annual Governance Statement – Read out and approved by full Council.
- Annual Audit Return – Reviewed by full Council and approved. Cllr McMillan signed the forms. Clerk to send relevant papers to auditor and Cllr Maynard to upload documents to website as per compliance instructions.
- GDPR Compliance
 - To appoint The Council’s Data Protection Officer – The Clerk was proposed by Cllr Fletcher, seconded by Cllr McMillan, all in favour.
 - To adopt the Data Map – The map was completed and approved. Cllr McMillan proposed adopting the map, seconded by Cllr Hill, all in favour.
 - To adopt the data Protection Policy, Subject Access Request Procedure, Data Breach Policy and Records Retention Policy. – All policies had been previously circulated. Cllr Maynard proposed adopting all policies, seconded by Cllr Lukehurst. All in favour.

- iv) To adopt Privacy Notices – Both public and staff notices had been previously circulated, Cllr McMillan proposed adopting the notices, seconded Cllr Maynard. All in favour.
- v) To receive completed Security Compliance Checklist from ALL Councillors. – All Cllrs returned their copies of the security compliance checklist, Cllr Winslow had returned her copy to the Clerk earlier.
- vi) To note that the Council is already registered with the ICO - The Council registered with the ICO in April, certification held by the Clerk.
- d) Cemetery, Churchyard and Jubilee Gardens – Clerk to get a further 2 quotes from tree surgeons for cemetery tree work. Due to time constraints decision to be made via email and minuted at next meeting. Cllr McMillan to ask Mr Mager if his digger could be used to remove the mound in the cemetery. Thanks was received from the PCC for the contribution to the grass cutting in the churchyard. Clerk to ask contractor about possibly gravelling around the tree and if this would damage his equipment.
- e) Allotments – Allotment dyke needs to be cleared. Cllr Fletcher to ask Mr Horner if he has the necessary equipment. New sign has been collected from sign-writer, Clerk to arrange installation.
- f) Footpaths, roads, trees, lighting and fly tip – Cllr Hotchin met with Jonathan Stockdale from LC Countryside dept to discuss the right of way between North End Rd and Stoney Way. LCC to send letters to 3 homeowners asking for them to clear overhanging shrubbery within 28 days. The path is to be cut shortly and if it needs to be done more regularly then Mr Stockdale suggested that our contractor could cut it and LCC would refund part of the cost as a way of working with the parish. Pothole outside allotment has been filled although it is breaking up again, Cllr Fletcher to report again. Lighting column 44 on Holton Rd has been moved slightly so it does not block driveway access. Top surface of the new footpath on Holton Rd will be installed after all houses have been built. Fly tip on Holton Rd possibly asbestos, fly tip near Coast guard Cottages, Clerk to report.
- g) Standing Order review – Amendments were made to the Standing Orders. Proposed to accept the amendments by Cllr Hill, seconded by Cllr Fletcher, all in favour.

73/18 FINANCIAL REPORT

Financial matters

a) Expenses accrued in April/May 2018 (paid 10/05/18 unless otherwise stated)

S. Booth	Clerk's salary	£ 488.96p
S. Booth	Expenses	£ 20.00p
E. Weatherill	Caretaker	£ 200.00p
C. Bovill	Contractor	£ 625.00p
Nest	Pension	£ 85.00p
Lindsey Marsh	Drainage Rates	£ 17.20p
CRL Accountancy	Internal Accountant	£ 132.00p

b) Receipts

ELDC	Precept	£8,750.00p
Mr Holden	Brickpits/allotment field	£1276.00p

c) **Bank Balance**

Treasurer's Account 793	£ 3,064.70p
Business Money Manager Account 386	£ 8,925.36p
Money Market Account 113 (former NS&I)	£ 13,741.38p

Proposed by Cllr Lukehurst and seconded by Cllr Fletcher . 'These sums be paid'.
Carried unanimously

**Cllr Holden left the meeting at 9.20pm*

74/18 Extraordinary items (for information purposes only)

Cllr McMillan proposed giving special dispensation to Cllr Winslow with regards to non-attendance at meetings for a period of 6 months to commence after the June meeting and to be reviewed again at the January meeting should there have been no improvement. It was agreed that Cllr Winslow is an asset to the Council and her absence is justifiable due to her extenuating circumstances. Proposal was seconded by Cllr Lukehurst, all in favour. Clerk to inform Cllr Winslow that she does not need to attend a meeting until January 2019 although apologies should still be given.

75/18. Next Agenda

Radar gun

76/18 Future dates,

Thursday 14th June 2018 (SM, AW, BM)

Thursday 12th July 2018

Thursday 13th September 2018, in the Village Hall at 7.30pm.

77/18. COUNCIL'S OPTION OF CLOSED SESSION

Council decided not to go into closed session. Meeting finished at 9.30pm.