

**The Monthly Parish Council meeting was held on Monday 21<sup>st</sup> June 2010, at the Village Hall, Montagu Road, Canwick, starting at 7.30pm.** District/County Cllr Oxby was present.

Present:- Councillor L.J. Pennell – Chairman  
Councillor I.D. Carrington – Vice-Chairman also Ward District Councillor  
Councillor Mrs C. Griffin  
Councillor M.T. Hales  
Councillor L. O'Melia  
Councillor R.C. Narborough

The Chairman opened the meeting with a welcome to those present.

**1. Apologies and Declarations of Interest:** An apology from District Cllr Mrs Brighton was received. No Declarations were declared.

**2. Clerk's Notes from the Annual General Meeting on 17<sup>th</sup> May 2010:** the notes had been circulated to all Members and were taken as read. A resolution that the notes be accepted as minutes and signed by the Chairman as a true record was unanimously agreed.

### **3. Matters Arising:**

**3a. Information Packs for New Residents:** Cllr Narborough reported three packs had been printed. It was agreed they be handed to Cllr Hales for distribution when necessary.

**3b. Village Web Site:** Cllr Carrington reported routine maintenance had been carried out over the previous month.

**3c. Protocol for Handling Complaints against Members:** Cllr Carrington recalled the concerns regarding a previous communication on this matter and updated on an attempt to rectify the situation. Apparently a second letter had been sent to all parish/town councils but this Council had not received it. A copy of the letter circulated in meeting packs had been obtained, but in essence there was no change to the earlier position. It was emphasised that the Standards Committee was an independent body. The Chairman referred to the model protocol that had been sent originally and felt that it would be common sense for the Council to adopt the procedure. There was no objection to the adoption of the protocol; the concern centred on the way it had been disseminated. It was resolved that the Parish Council implement forthwith the protocol for handling complaints against members, and this was unanimously agreed.

### **4. Planning:**

**4a. Appeal – Conversion of Existing Outbuildings to 3 dwellings (part retrospective) at Stone Cottage, Hall Drive:** NKDC had notified that the applicant had appealed against the decision to refuse permission for the subject development and any additional comments had to reach the Planning Inspectorate by 25<sup>th</sup> June 2010. Members were advised that all of the relevant documents regarding the proposal could be viewed via the NK e-planning system. A draft letter had been produced and key points were noted to include that the proposal was contrary to local strategy, the harmful effects on neighbouring properties, one of the units was undersized, and there was insufficient space for car parking and storage facilities within the site. The demand suggested for this type of development was not represented in the locality. In conclusion it was proposed that we ask for the appeal to be dismissed. The draft letter for submission to the Planning Inspectorate was unanimously endorsed.

**4b. Street Numbering – The Dees, Pelham Lane:** NKDC had notified the street numbering for the recently constructed property at this location with immediate effect and this was noted for information.

**5. Environment:** It was reported that the two vacant plots along Grange Lane looked likely to have been sprayed recently as the foliage was dying off. The installation of notices to discourage fly tipping had been observed on the unofficial lay-by on the C113 Heighington Road, and the official lay-by on the B1188 Lincoln Road. We were not aware of who had erected the signs but thanks were extended to whoever had the idea to undertake that task. They appear to be working because there had been no fly tipping at those locations since.

County/District Cllr Oxby and District Cllr Carrington reported attendance at a briefing from County Council officials on The Lincoln East West Link Road that had been part funded by NKDC. The launch of public consultation from 8 to 10 July 2010, for phase one was noted and Members were encouraged to attend one of the exhibitions.

## 6. Correspondence:

**6a. LCC Emergency Planning Unit – Community Risk Register (CRR) for Lincolnshire:** Lincolnshire County Council had produced a document on behalf of Lincolnshire's Resilience Forum which provides information on emergencies that could happen in Lincolnshire together with an assessment of likelihood and consequences, and this was noted for information. The document was available for public information at [www.lincolnshireprepared.co.uk](http://www.lincolnshireprepared.co.uk) The printed copy of the CRR received was handed to the Chairman.

**6b. Society of Local Council Clerks – Regional Conference:** The details were noted by the Chairman but no one was available to attend.

**6c. Central Lincolnshire Statement of Community Involvement:** A new local planning authority had been created in Central Lincolnshire to undertake a joint local development framework on behalf of four local councils to include the City of Lincoln, North Kesteven District, West Lindsey District and Lincolnshire County Council. The adoption of a new Statement of Community Involvement (SCI) was required and we were invited to make representations about the contents of the SCI by 25<sup>th</sup> June 2010. The situation was noted by the Chairman and there were no comments for return.

**6d. LCC Preferred Minerals & Waste Strategies/Submitted Sites & Proposed Assessment Method:** A non-statutory consultation commenced on 10<sup>th</sup> June until 5<sup>th</sup> August and this was noted for information. Both documents were available to view on-line at [www.lincolnshire.gov.uk/Core Strategy](http://www.lincolnshire.gov.uk/Core Strategy)

**6e. NKDC Register of Interests under the Local Code of Conduct & Disclosure of Gifts or Hospitality:** The NKDC Member Services Manager raised the requirement for members to review their interest forms to take account of any changes and disclose details of any gifts or hospitality with an estimated value of at least £25 or more and this was noted by Members.

**6f. NKDC Local Code of Conduct & Declarations of Interest – Training Workshops:** NKDC Member Services Manager notified of two workshops. The first session will take place on Tuesday 13 July 2010 at Waddington Village Hall. The second would be held at the Council Offices, Sleaford on Wednesday 14<sup>th</sup> July 2010. Both workshops commenced at 6.30pm. Due to a prior engagement the Chairman advised that he would not be available to attend any of the workshops. Members were asked to notify the Clerk if they wanted to attend.

**7. Four Parishes Cluster – Update:** The Chairman highlighted topics in the summer edition of Cluster News and announced the next meeting of the Cluster was scheduled for Wednesday 7<sup>th</sup> July 2010 at Branston Pavilion.

**8. Parish Plan Steering Group – Update:** Cllr Carrington reported minor editing of the document to prepare the final draft and action plan for presentation to the Parish Council early autumn, and this was acknowledged.

## 9. Finance:

**9a Bank Account Update:** A statement was presented to Members and showed balances in the current and savings accounts to cover transactions over the previous month. A transfer of £1,000 from the savings account to the current account had been completed. The VAT claim £219.37 for the 2009/10 financial year had been credited. A balance of £9,089.50 in the savings account on 7 June 2010 was noted. The current account balance was forecast at £225.75 following the payment of un-presented cheques.

**9b. Payments due in June:** A list of accounts to include the Clerk's Salary for the ¼ year and a payment of income tax for the same period. Invoices from Heighington Parish Council for the dog warden service, the use of office facilities and photocopying/stationery costs from April to June 2010. A payment to Veolia ES for grass cutting the playing field on 7 May 2010 was also due. All payments were approved.

**9c. Transfer of Funds:** The transfer of £600 to meet the expenses payable was agreed.

**9d. Audit, Annual Return & Governance Statement Year Ended 31 March 2010:** The Chairman reported the internal audit had been completed satisfactorily. The second stage of the audit process required Members to approve the Annual Return and Governance statement prior to submission to Clement Keys, the external auditor appointed by the Audit Commission. Members reviewed the annual return and the governance statement and both were unanimously approved.

**10. Urgent Items for Information:** There were no items to report. However, the Chairman considered it appropriate to officially thank the Clerk for her work over the past six years, as tonight was her final meeting. A presentation of gifts and complimentary comments followed and were acknowledged by the Clerk with much appreciation.

There being no further comments the Chairman closed the meeting at 8.50pm