

**MINUTES OF OLD SOMERBY ANNUAL PARISH COUNCIL MEETING  
TUESDAY 14 MAY 2019 AT 7.30PM HELD AT THE FOX AND HOUNDS.**

A Public Forum was held at 7pm but no members of the public wished to participate.

**PRESENT:** Cllrs: Lowndes (Chairman), Stephens, North, Burrows and Percy. Also present 9 members of the public and SKDC Councillor Sarah Trotter. LCC Councillor Bob Adams arrived by arrangement later in the meeting. Parish Clerk David Holmes

- 1. APOLOGIES:** There were no apologies
- 2. ELECTION OF CHAIRMAN:** The clerk called for nominations. Cllr Vicky Lowndes was nominated by Cllr Stephens and seconded by Cllr Burrows. There were no other nominations. Cllr Lowndes was elected by unanimous vote.
- 3. ELECTION OF VICE CHAIRMAN:** Cllr Percy was nominated by Cllr Lowndes and seconded by Cllr Burrows. There were no other nominations. Cllr Percy was elected by unanimous vote.
- 4. DECLARATIONS OF INTEREST OR APPLICATIONS FOR DISPENSATION:** None were made.
- 5. DECLARATIONS OF ACCEPTANCE OF OFFICE:** Each Councillor duly signed the prescribed form which were countersigned by the Clerk. The Clerk gave details of forthcoming training events for newly appointed councillors.
- 6. DRAFT MINUTES OF THE LAST MEETING – 28 March 2019.** They were accepted as correct and signed by the Chairman.
- 7. CLERK AND COUNCILLORS' ACTIONS UPDATE REPORTS:**
  - a) LCC Grit. The clerk reported he had spoken to the two Church Wardens and Cllr Burrows who all considered a grit bin in the vicinity of the church was not needed. AGREED to take no further action.
  - b) Red Cross Event 25 April 2019: Cllr Stephens reported that though not well attended it was an excellent presentation and valuable skills were learned. AGREED: A further event should be considered next year.
- 8. LCC LOCAL COUNCILLOR'S REPORT:** In Cllr Adams absence the clerk reported on a forth coming meeting of an LCC Committee dealing with flooding and other issues. There had been local flooding issues in the past. (Cllr Adams arrived later and was made aware.)

**9. SKDC LOCAL COUNCILLOR'S REPORT:** Cllr Trotter was welcomed to the meeting having only recently been elected for the first time and had no report but would keep the Parish Council informed of local issues next time and was available for contact.

**10. PLANNING APPLICATIONS:**

a) s18/0944 Cold Harbour. Still shown as "Decision Pending". The clerk reported it was likely the Planning Committee would be dealing with the application on 29th May 2019. He has been assured notice would be given to those concerned. Cllr Percy reported that Queen Mary's Road has some of the verge markers missing. Cllr Trotter offered to pursue it.

b) S18/2247 The Old Quarry. Still shown as "Pending Consideration"

c) s18/2007 Harrowby Lane Traveller site. Still shown as "Pending Consideration".

**11. POLICIES:** a) Amended Code of Conduct. The Clerk had circulated an amended Code of Conduct. AGREED to adopt the amended version which would be published on-line.

b) Data Protection Policy, Subject Access Request Procedure, Data Breach Policy. These policies had been circulated to the Councillors. AGREED: To adopt all three which would also be published on-line.

**12: NEIGHBOURHOOD DEVELOPMENT PLAN:** The Clerk reported that the Neighbourhood Development Plan Steering Group had now completed their work following the recent Consultation within the Parish. The Plan is now ready for the Parish Council to adopt. Copies had been made available to each councillor.

The Consultation had resulted in 36 Responses. With the help of the Consultant all Responses had been considered and given detailed responses. They comprised 28 responses from residents; 6 from Government Agencies and the voluntary sector and 2 from landowners.

Amendments to the Plan had been made as a result. The SKDC had offered a number of constructive and detailed comments which were accepted by the Steering Group.

AGREED Unanimously to adopt the plan. The Clerk advised that the Plan together with The Consultation Statement and the Basic Conditions Statement would now be sent to the SKDC. The SKDC would then prepare a Strategic Environmental Assessment screening. They would then put into hand a six week consultation. Subsequently the Plan would then go to a Government Inspector for consideration and if approved would lead finally to a Referendum within the Parish.

**13. FINANCE:**

a) Annual Governance Statement: This was considered by the meeting. AGREED to accept it. It was duly signed by the Chairman and Clerk as required. The process would lead to public notice of the relevant documents with an opportunity to inspect.

b) The Accounts having been examined by a Councillor prior to the meeting and also by the Internal Auditor and were accepted.

c) Payments over £100 since the last meeting. i) £157.47 Clerk's expenses for year ii) £1885.60 for Consultant's fees thus far (paid from ring-fenced funding from the Government)

d) Fixed Assets Register: The Register had not been re-valued since January 2016. AGREED to revalue each item by a 10% increase.

e) Grass Cutting: The Chairman produced a map indicating the grass within the village the subject of an agreement with the LCC to take over their contract. It was noted that many residents already cut the grass in front of their houses. AGREED: subject to residents continued agreement to obtain at least 2 estimates for the remaining area of grass and also for the whole area as indicated on the plan.

Roundabout - it was noted the LCC would cut it 3 times per annum in conjunction with the verges on local highways. AGREED the clerk would obtain further estimates and also contact the Londonthorpe & Harrowby Without PC as part of the roundabout is in their area to ascertain their agreement to share the cost,.

Cllr Trotter agreed to enquire with Cllr Adams the programme for cutting the grass on the highways in the locality of Cold Harbour.

#### **14. CORRESPONDENCE:**

a) Follow up from Data Protection action. There had been no confirmation of the agreed action being undertaken. AGREED: The Clerk to send a follow-up email. Further advice had been taken.

b) Follow up from Cllr Stephens' offer to meet with 2 parishioners to help resolve an issue. Cllr Stephens reported that she had had a meeting with one resident who had indicated there would be no further action. The other resident had declined to meet. The matter was concluded.

c) Emails from a parishioner. The clerk reported there had been no further contact. AGREED: The issue be marked "no further action."

d) Letter from SKDC. The clerk reported that the funding from SKDC regarding Community Cleaners /highways has been received in the sum of £213.46. AGREED: To purchase Hi Viz jackets for any volunteer litter pickers who requested one. Cllr Adams agreed to investigate the provision of a litter bin from SKDC.

#### **15. DATE OF NEXT MEETING: 5 August 2019 7.15pm**

The meeting finished at 8.15pm