



Saltfleetby Parish Council



Email: saltfleetbyparishcouncil@gmail.com
Website: <http://parishes.lincolnshire.gov.uk/SaltfleetbyGroup/>

Minutes of the Saltfleetby Parish Council Meeting held on Tuesday 5th December 2017,
which started at 7pm in the Marshland Community Centre

Present:
Cllr L Dover (Chair)
Cllr B Stapleton
Cllr Rick Smith
Cllr Robin Smith
Cllr S Harrison
Cllr S Clark
Cllr S Dykes
C Owen - Clerk

There were five members of the public present. Question raised from one of the residents regarding what is happening with the red BT telephone box at the Old Post Office. The response was that the Council are still awaiting a certificate from Northern Power Grid to confirm that the power has been disconnected and that it is safe to continue with removal of the box. This will be covered under agenda item no 16 (point 00682 in these notes) later in this meeting.

Public open forum ended at 7.05pm

Statutory proceedings commenced at 7.05pm

00672 Apologies for absence – Apologies from Cllr McNally have been received.

00673 Minutes of the Parish Council Meeting held on **7th November 2017** had been circulated. Page 129 under item 00665; 'the bench at the bus shelter has been funded by the Community' is to be removed as it is a duplication of the sentence preceding it. It was resolved to accept the minutes after this adjustment p Cllr Rick Smith, s Cllr Clark. The minutes were duly signed by the Acting Chair (Vice Chair).

00674 **Declarations of Interest** – None.

00675 **District Councillor Report** – Cllr McNally was not present

00676 **County Councillor Report** – Cllr McNally was not present

00677 **Chairman's Resignation** – Cllr Dover was elected as the new Chairman p Cllr Dykes s Cllr Harrison.

00678 **Councillor Vacancies** – No requests for co-option onto the Parish Council for the three current vacancies. One person still interested but no communication received by the Clerk.

00679 **Planning Applications** –

1. N/145/02094/17 The Prussian Queen, Main Road, Saltfleetby, Louth, LN11 7TP.

The plans were discussed extensively and the main comments were:

- Would like to ensure that adequate landscaping is completed as part of the work
- The colour of the static caravans are in keeping with the environment e.g. brown or green
- Presumption that the static caravans will be provided by the applicant. Concerns raised around the age/quality of vans if clients will be locating their own on the land (visual appearance). Also discussed that this would be a huge investment for the applicant if providing vans
- The number of parking spaces for the Public House to remain as current as this is a village amenity
- The provision of an adequate sewerage system was discussed as a septic tank would not be suitable. What would be the detail around the provision of adequate sewerage removal
- Flood Risk Assessment was not fully complete
- There is an 8m right of way existing for LMDB on the waterway. If the existing outbuildings are taken down completely this will need honouring and may impact the plans
- Which way are the holiday let cottages facing as the plans do not seem clear
- Some concerns raised around the access for the touring caravans
- Discussion and concerns raised around the ages of the static caravans. Council would preferably like to see vans under the age of 10 years to protect the appearance of the area

It was resolved to support the application p Cllr Clark s Cllr Dykes. ~~Providing that the concerns above are fully considered and responded to the Council resolved to support the proposed plans p Cllr Clark s Cllr Dykes. However, the above concerns will be included in the Councils response to ELDC.~~

2. N/145/02135/17 Penrawa, Main Road, Saltfleethy, Louth, LN11 7SS

Only comment made was around the flat roof (would rather have seen a pitch roof). However, the original roof is flat. The Council resolved to support the proposed plans p Cllr Clark s Cllr Harrison.

00680 Second Review of Draft Annual Budget 2018/2019 – The Clerk presented the 2nd review of the draft Annual Budget for 2018/2019 using the projector. Each line was discussed again with the proposed budget comparing against current year spend and this year's/previous years budgeted figures.

Main points to note:

- contracts for speed sign maintenance
- contracts for St Clements grass cutting
- to merge the headings of verges/flailing and green space maintenance (bus shelters) together and review the budget £2500
- The Jubilee Committee maintain around the plant/flower boxes
- St Clements maintenance to be kept as a separate heading

Earmarked out of reserves:

- Speed Sign maintenance and Defibrillator maintenance
- Parish paths maintenance
- Election expenses

The Clerk will contact LALC to get advice on reserves and unmarked funds and will report the findings to the next meeting. The Clerk will also prepare a new spreadsheet detailing the above changes and present these to the next Parish Council Meeting on Tuesday 9th January 2018.

00681 Reserves - has been discussed as part of the Budget review above.

Due to Cllr Harrison needing to leave the meeting early the agenda items were prioritised. Therefore, items 16 and 21 were discussed next.

00682 BT Telephone Kiosk Disconnection – Cllr Stapleton reported that a certificate is required to be able to progress the disconnection, however, there are other tasks that can be done to support the preparation for when the certificate is received. 1. Access needs to be sought to be able to remove the box. To go through the field, permission would need to be sought from the land owners. Also permission would need to be sought to prune the tree that is obstructing access. 2. To look at hiring a breaker to get the concrete out from inside the box. Maybe look at any residents that may have equipment and knowledge that can be used to help. Cllr Stapleton is to contact local contractors to enquire about crane hiring costs and to ask questions around access over the Mar Dyke.

Cllr Harrison requested that LALC & BT be approached to raise the question of what options there are for the BT Telephone Kiosks. It was discussed that one was to potentially house one of the defibrillators. It was agreed that Cllr Clark would seek an electrician to commence the work needed on the defibrillator located at the Prussian Queen Public House as a matter of urgency.

There was a short discussion on the 500m range of each of the defibrillators within the village and that other villages and towns have the same issues. Also, there was discussion around the current location of the one at the Prussian Queen. There were a number of alternative suggestions that may be considered depending on the owners of the properties being approached.

00683 Councillor Reports (Cllr Harrison) on Informal Consultation: Public Path Order Proposals at Rimac Nature Reserve/Saltfleet Haven and Saltfleetby St Clements Parishes. Cllr Harrison reported that due to personal reasons the walk planned with Natural England has not happened. It is an informal consultation at this point and therefore we cannot respond so we will wait for the formal consultation to commence and give Council's views at this point.

Council to monitor the culvert issue at Rimac/Church Lane as work should be completed by Christmas.

An issue was raised that roots of a tree have been removed from the dyke (Leon's property) and that there may be a risk of the tree falling.

Cllr Harrison left the meeting at 8.50pm

00684 Financial Matters

a. Accounts to be paid/authorised – Clerks Salary, overtime and expenses for November 2017, P.P. Garden Maintenance invoice PPGM20171231 for £160.00,

HMRC penalty notice for late filing of £400.00, all payments were resolved to authorise for payment p Cllr Clark, s Cllr Stapleton.

b. Monthly Councillors Report – For the month up to November 2017 was presented by the Clerk to the Council.

c. Income & Expenditure Report to end of November 2017 – was presented by the Clerk to the Council. Bank Reconciliation to be put on January 2018 agenda as bank statement had not been obtained in time for the agenda publication.

00685 Policies to be discussed and approved – Equal Opportunities Policy had been circulated and it was resolved to approve them p Cllr Rick Smith s Cllr Dykes. Data Protection Policy had been circulated and it was resolved to approve p Cllr Dykes s Cllr Clark. Cllr Dykes volunteered to be the Data Protection Officer p Cllr Rick Smith s Cllr Clark.

00686 SPC Fixed Assets Register – Filing cabinets to be added once received and valued and the Clerk will consult with LALC as to best practice when valuing. The Clerk presented the Fixed Assets Register and this was resolved to accept the version dated 31st October 2017 p Cllr Rick Smith s Cllr Stapleton.

00687 Footpaths – With reference to the response received from Cllr McNally regarding the Three Bridges Lane work; LCC Highways and the operator of the Gayton Wind farm – It was requested that the Clerk write to Cllr McNally that although Council was relieved to see a response it is concerned that no work has commenced and the highway is deteriorating further.

00688 Maintenance of Benches – purchase orders for the 2 benches for maintenance work has been sent. Cllr Stapleton reported that the bench at St Clements is in good order apart from the legs that are rotten. He suggested metal sleeves on legs of the bench and then bolting to a concrete pad to fix down to ground. It was resolved for Cllr Stapleton to get quotes for this work.

Cllr Stapleton reported that the archway on the Lychgate at St Clements Church requires filling and treating. It is nearly 100 years old. He wasn't sure if the main post may also require replacing. Cllr Stapleton to get 3 quotes (to include the contractor that replaced the gates and also the company that are completing the maintenance of the benches).

Cllr Stapleton reported that the noticeboard at All Saints needs cleaning, sanding and finishing.

Cllr Stapleton also reported that he had reviewed the village signs and that most of the shields are in good condition. However, the backing boards need replacing. The posts are also in good condition.

Digital signs were discussed briefly and it was agreed to put the Village Signs on the next agenda (January 2018).

Cllr Stapleton reported that at the previous meeting it was discussed about getting shelving put up in the cupboard at the Marshlands for archiving/storage. It was resolved for Cllr Stapleton to order the shelving p Cllr Dykes s Cllr Clark.

00689 Street Lighting – it was discussed that the letter circulated regarding feedback on the part night street lighting is not relevant to Saltfleetby Parish as the lights through the village are footpath lights rather than street lights. No further comments were needed/reported.

00690 Speed Signs – to be moved to the January 2018 agenda.

00691 Reports from outside bodies – None

00692 Correspondence – the Clerk reported 2 emails from one resident that required responding to. Email received regarding the wiring for the defibrillator at the Prussian Queen Public House. The electrician that had been arranged previously had not appeared and it was resolved to get an alternative electrician (Cllr Clark to get 2 quotes) p Cllr Dykes s Cllr Rick Smith. An email received regarding the state of North End Lane and that the large 'dip' still had not been resolved. Reply to be drafted by the Clerk, suggesting the new LCC Highways reporting portal that can be used by everyone to report any highways issues.

00693 Councillor Reports – Cllr Dover reported that she had spoken to Community Lincs regarding the legalities of the Marshland Community Centre and any future investment by the village. Community Lincs have provided a list of legal firms that would be able to advise. Cllr Dover is to send information on the history of the village to aid further advice/support.

Cllr Dover reported that she had unfortunately got no further with the issue of the defibrillators and the distance of 500m with EMAS and LIVES and that she would continue to pursue this issue.

Cllr Dover contacted the Clerk at North Somercotes Parish Council to ask about speed guns. North Somercotes have purchased their own speed guns. There is a new system that the Police send out letters to offenders, they cannot be fined or issued with penalty points but the letter would be an official police letter. Cllr Dover also reported that the Parish could be given them without the need for purchasing. The Council would need to invite the local PC to the SPC meeting and then request to be put on the list.

Cllr Dykes reported that there is an ex-policeman in the village that may be willing to look after the speed guns if needed.

00694 Parish Clerks Report –

- Filing Cabinets – have spoken to John Martin and selected two filing cabinets and am in the process of arranging delivery
- Circulation Folder will be adhoc. If there are circulars for Councillors to read then this will be put into circulation for that month otherwise all communication will be via email.
- Now in receipt of HMRC payment book and will start using this with immediate effect.
- Still need to look at the Transparency funding and will contact LALC and Carlton PC.
- PO raised for the benches

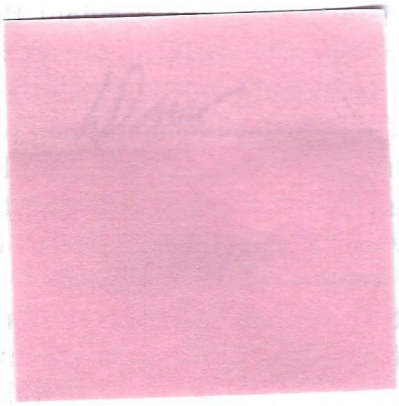
00695 Items for the Next Agenda:

- Approval of Annual Budget for 2018/2019
- Approval of Precept 2018/2019

- 2 Policies
- Benches
- BT Boxes
- Councillor Reports on speed guns, Community Lincs advice
- Footpaths/Highways - request for Annual Walk
- Election of a Vice Chair

The meeting closed at 10pm. Next Parish Council Meeting Tuesday 9th January 2018 at 7.00pm

Chairman



Date

9th January 2018

Clerk

Date

9/1/2018