

DEEPING ST JAMES PARISH COUNCIL

The Institute, 38 Church Street, Deeping St James, Peterborough PE6 8HD

e-mail: clerk@dsjpc.org.uk Tel/Fax: (01778) 343266 www.dsjpc.org.uk

Parish Clerk: Mrs Sheila Kostyrka

DEEPING ST. JAMES PARISH COUNCIL ANNUAL GENERAL MEETING

28th May 2009 at 7.30pm

MINUTES

Present

Cllrs: Auger, Barber, Baxter, Blessett, Dilks, Helyar, Lindfors-Windsor, Parr, Pelling, Shinkins, Stevens, Wallis, PCSO Chris Clarke who left after item 211 and the Clerk Mrs S Kostyrka.

Open Forum

A Public Forum was not held

1.09 To elect a Chairman of the Council and receive the Chairman's Declaration of Acceptance of Office.

It was proposed by Cllr Stevens, seconded by Cllr Parr and agreed by 5 votes to 3 to appoint Cllr Phil Dilks as Chairman. Cllr Dilks accepted and thanked Cllr Blessett for his dedication as Chairman over the last three years. The Declaration of Office was duly signed.

2.09 To elect a Vice Chairman of the Council and receive the Chairman's Declaration of Acceptance of Office.

It was then proposed by Cllr Lindfors-Windsor, seconded by Cllr Stevens and carried unanimously to appoint Cllr Andy Pelling as Vice Chairman. Cllr Pelling accepted the proposal and duly signed the Declaration of Office.

3.09 To appoint representatives to Outside Bodies.

An updated list is attached at Appendix 1 to this document.

Enc 1

4.09 To review the Committee Structure and Appoint Committee Members.

It was suggested that the Planning and Transport Committees be amalgamated, and this will be an agenda item for the next meeting.

It was agreed that the Manor Court Working Party be reconvened and be considered together with the Deeping St James in Bloom initiative to enable the initiative to be taken forward by the Parish Council. The group would agree a name and report back. It was proposed by Cllr Pelling, seconded by Cllr Shinkins and carried that PCSO Chris Clarke be co-opted onto the working group.

An updated list is attached at Appendix 1 to this document.

Enc 1

5.09 To review the Standing Orders and add, vary or revoke as necessary.

After a lengthy discussion, it was agreed by the majority to discuss the preferred monthly meeting date at the next meeting, and also to look at more flexibility with committee meetings. The Standing Orders therefore remain unchanged, and a copy is attached at Appendix 2 to this document.

Enc 2

6.09 To receive apologies for absence

Cllrs Broughton (sick), Moore (work), Neal (personal) and Shinkins arrived at 7.50pm (work)

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7.09 To receive declarations of interest, if any.

Cllr Pelling Accounts (Personal) Item 15.2 35
Cllr Auger Planning (Prejudicial) Item 14

8.09 To adopt the Minutes of the previous meeting held on 19th May 2009.

It was proposed by Cllr Lindfors-Windsor seconded by Cllr Parr and carried unanimously that the minutes are approved, and they were signed by the Chairman.

9.09 To receive the Clerks Report.

Community

Arrangements were made for some filming to take place at The Cross with children from Linchfield Primary School. A new sign has at last been ordered for Custom Road. The DC has been notified that two street signs are missing. Three street lights have been reported as not working. Tyres and asbestos have also been reported dumped in Hall Meadow Road. It has been reported to SKDC that their contractor has broken a head stone in the Church Yard. Complaints have been received from residents that the green waste in the church yard is not being cleared. SKDC have told them it is a Parish responsibility, it was clarified that it is the responsibility of the church. The Banner has been ordered for the events stand. PC Capp asked us to submit applications for police funding for community support immediately. Two were submitted, one for £500 to provide funding to enable more events to be organised during the summer holidays, and one for £300 to provide equipment to be used at the MAGA. PC Capp also reported that the MAGA is being very well used and he has often seen up to 20 youths playing football, including the "bad boys" on Friday nights when they would usually be drinking and getting up to other things and it is money very well spent.

Cemetery

The Probation Team have started work on cementing the kerb stones in the old cemetery. Permission has been obtained by the Caretaker of the Church Hall to store the sand. There have been 2 burials this month.

Allotments and Open Spaces

Four more names have been added to the waiting list. Two plot holders have given up their plots and these are in the process of being allocated to the next people on the list. Met with the SK agriculturalist regarding the hacking of the hedge in the Millennium Wood. Maintenance man spoke to neighbour. Hedge will recover.

Finance

The precept has been received. The Annual Return for NI, Tax and wages has been completed on line. The quarterly VAT return has been submitted. Meetings have taken place with the Accountant, and the book keepers. The archiving of pre 2006 documents is ongoing. The Insurance Schedule has been updated in line with our current assets register.

Youth & Community

The prohibited after 10pm signs have been ordered and will soon be erected. A site meeting has taken place with the contractor who has agreed to redo the grass seeding in the autumn if it still has not taken. The line painting is complete and the bill has been passed for payment. The Grant has been received from SK for the additional £481 for the spring mobile.

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10.09 To receive the report of progress in relation to matters arising from these Minutes not dealt with elsewhere on the agenda.

The Manor Court file has been forwarded from SKDC.

Emergency Planning is ongoing.

We are still waiting for a response regarding the SKDC Policy on the disposal of dog waste. Cllr Auger confirmed that this is due to staff sickness. The Insect Tower will be constructed as soon as possible.

11.09 To receive a report from PCSO Chris Clarke.

PCSO Clarke confirmed the ongoing success of Rabat as there was no increase in anti-social behaviour. It was agreed that this was due to the raised level of police surveillance, the street wardens and the new MAGA. It was noted that the man who was arrested had been charged with three accounts of anti-social behaviour. The Inspector had confirmed his support of the "Where are your kids tonight" campaign and is happy to help with press coverage and funding if necessary. It was noted that high value cycles are currently the target of theft in the area.

12.09 To receive a report from Cllr Auger on SKDC issues.

Cllr Auger confirmed that from 1st June 2009, free swimming will be available at all the SKDC owned Leisure Centres for children under 16 years.

13.09 To receive and agree the Council's response to correspondence received since the last meeting as attached at Appendix 1.

A late item of correspondence was received by the Council from the AA and this was referred to a forthcoming committee meeting.

The recommendations for all other correspondence were agreed with the following actions:

1. Cllrs Blessett, Pelling, Stevens and Baxter would attend the MD meeting with Karen Sinclair on 15th July 2009 at 7pm at MD Town Hall.

11. Cllr Parr agreed to attend the Deepings Arts Gala Variety Show on Saturday 20th June at 6.15pm at the Deepings School.

13. Cllrs Dilks and Baxter agreed to attend the Civic Service at St Guthlacs Church on Sunday 21st June at 10am.

15. Cllr Stevens requested the adopted Red Telephone Box be an Agenda item for the next meeting.

14.09 To consider planning related issues:

To receive the minutes of the Planning Committee meeting held Thursday 21st May 2009.

The Clerk was asked to confirm the agreed site specific allocations with Rachel Armstrong. A written request would be made to Roger Smith from Savills regarding the proposed cemetery land. Cllr Stevens had consulted with Frognall residents and it was agreed that the preferred postal address for the new development in Frognall would be Frognall, and the road would be known as "The Village". It was then proposed by Cllr Pelling, seconded by Cllr Stevens and unanimously agreed to accept the recommendations contained therein. The Minutes are attached at Appendix 3 to this

Enc 3

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document.

1. To consider planning applications received:

SO9/1044	Mr Stevens 12 Waterton Close Deeping St James	Erection of Conservatory to rear of dwelling Approval recommended.
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15.09 To consider financial matters:

1. To receive the minutes of the Finance & General Purposes Committee held on 7th May and to agree the recommendation made therein as attached at Appendix 4.

Enc 4

It was proposed by Cllr Barber, seconded by Cllr Shinkins and unanimously agreed to accept the recommendations contained therein and accept the Internal Auditors report and the Hall Meadow Estate Statement as a true and accurate record. The recommendations to accept the Annual Return were also agreed.

2. To approve Accounts for Payment as per the schedule attached at Appendix 5.

Enc 5

It was proposed by Cllr Pelling, seconded by Cllr Shinkins and unanimously agreed that the accounts be paid.

3. To complete and Sign the Annual Return for submission to Clement Keys within the required timescale.

Cllr Dilks then signed the agreed Annual Return.

4. To agree to pay the revised insurance premium of £2,523 with a £250 excess and 3 year long term agreement (5%) in line with the updated assets register.

It was proposed by Cllr Pelling, seconded by Cllr Shinkins and carried unanimously that the increased Insurance premium be paid with a £250 excess and 3 year long term agreement (5%) in line with the updated assets register.

16.09 To receive the minutes of the Transport Committee held on 7th May and to agree the recommendation made therein as attached at Appendix 6.

Enc 6

It was proposed by Cllr Blessett, seconded by Cllr Lindfors-Windsor and unanimously agreed to accept the recommendations contained therein, and the proposals for the cycle path were agreed unanimously. Cllr Wallis agreed to write an article for the newsletter. Cllr Baxter agreed to write an article for the newsletter regarding the increase in the Delaine bus service schedule.

17.09 To receive the minutes of the Cemetery Committee held on 7th May and to agree the recommendation made therein as attached at Appendix 7.

Enc 7

It was proposed by Cllr Lindfors-Windsor, seconded by Cllr Wallis and unanimously agreed to accept the recommendations contained therein, and it was also agreed that spring bulbs would be planted around the agreed trees.

18.09 To agree arrangements for the Rose & Sweet Pea Show on Saturday 27th June 2009, and report on the progress of Deeping St James in Bloom.

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Cllr Stevens confirmed the shared stand at the Rose and Sweet Pea Show on 27th June with the Parish Council and Deeping St James in Bloom. Cllr Barber will provide the stand. The cups have been engraved for the awards and the banner will be delivered next week. Cllr Baxter agreed to borrow a flip chart for residents to make their comments about Deeping St James.

Cllr Stevens then gave a progress report on the Deeping St James in Bloom initiative and confirmed that she would soon be meeting with a representative from East Midlands in Bloom. The event would begin on Candle mass day on February 2nd which is traditionally the day for planting snow drops. A request was made for members to provide/enter the most unusual container competition. It was also confirmed that there would be a stand available at the Lions Carnival on 4th July and a request was made for people to man it for a two hour slot.

Cllr Stevens also confirmed our involvement with the Raft Race and the Clerk agreed to talk to LCC about the road closures.

19.09 To agree arrangements for the Parish Walks on 3rd, 11th and 28th June 2009.

It was agreed that Cllr Baxter would lead the walk and events at the Teddy's Bears Pic-nic on 28th June. Cllr Shinkins agreed to get the refreshments and prizes and organise coffee. Cllr Blessett agreed to lead the walk from the Rose on 3rd June and the refreshments had been confirmed. Cllr Dilks agreed to lead the walk from Woody Heights on 11th June and Cllr Wallis would confirm the refreshments with the Goat.

20.09 To agree the content of the Summer Newsletter.

The Make a Difference awards would be on the front page. Other articles would include the new Chairman, the Youth Worker, the meeting with the Police Inspector, the MAGA, Deeping St James in Bloom, the additional Delaine bus services, the summer play scheme, events, and Where is your child tonight.

21.09 To consider Agenda items for the Deepings Local Forum on Monday 6th July 2009 at 7pm at West Deeping Village Hall, to be attended by Cllrs Baxter and Stevens.

The following agenda items were agreed:

Withdrawal of funding for the Play Scheme

Funding for the PCSO

Explanation of the new Trustee process at the Leisure Centres.

How our money is being spent (Duncan Kerr) and staff sickness cover

Progress on the Local Development Framework

Confirm marketing for the actual advertising of meeting

IT WAS AGREED THAT THE FOLLOWING ITEMS WILL BE DEFERRED TO THE JUNE MEETING

22.09 To consider recycling in Deeping St James.

23.09 To consider the following matters in order upon which notice of resolution or recommendation has been given:

1. To report on attendance at the Community Empowerment

- WORKING FOR THE COMMUNITY -

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Conference in March 2009 (Cllr Neal)

2. To report on attendance at the Carers Sitter Service AGM on 19.05.09

Cllr Parr sent apologies as an Extraordinary Meeting of the Parish Council was called.

Parish-pump: Report of urgent information and notice of agenda items for the next meeting.

Cllr Pelling gave apologies for the June meeting (holiday)

Cllr Lindfors-Windsor gave apologies for the July meeting (holiday)

Cllr Baxter gave apologies for the Allotment Footpaths and Open Spaces meeting on 4th June.

FORTHCOMING MEETINGS

Tuesday 2nd June 2009 Councillor & Chairman Training evening 7-9pm at Welbourne Village Hall, Beck Street, Welbourne LN5 OLZ

Wednesday 3rd June 2009 Parish Walk led from The Rose at 6.30pm. Refreshments at The Rose.

Thursday 4th June 2009 at 6pm Allotments, Footpaths and Open Spaces Site Meeting. Meet at 6pm at the Millennium Wood.

Thursday 4th June 2009 Youth & Community Committee Site Meeting 7.00pm at Woody Heights.

Thursday 11th June 2009 Parish Walk led from Woody Heights at 6.30pm. Refreshments at The Goat.

Thursday 18th June 2009 Planning Committee Meeting 7.00pm in the Clerk's Office at the Institute.

Thursday 25th June 2009 Council Meeting at 7.30pm in the Meeting Room at The Institute.

Saturday 27th June Rose & Sweet Pea Show

Sunday 28th June Family Parish Walk & Teddy Bears Picnic. Meet at 3pm in the car park at the nature reserve.

The meeting finished at 9.55pm