

# DEEPING ST JAMES PARISH COUNCIL

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

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Parish Clerk: Mrs Sheila Kostyrka

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## DEEPING ST. JAMES PARISH COUNCIL MEETING

25<sup>th</sup> June 2009 at 7.30pm

### MINUTES

#### Present

Cllrs: Barber, Baxter, Blessett, Broughton, Dilks, Helyar, Lindfors-Windsor, Moore, Parr, Shinkins, Stevens, Wallis, County Councillor Mike Exton, PC James Capp who left after he gave his report in the public forum and the Clerk Mrs S Kostyrka.

#### Open Forum

PC Capp gave his report and a letter was circulated from the Chief Constable confirming that there would be no guarantee to retain our PCSO if funds were to be withdrawn. There had been one burglary, and PC Capp reported that the level of youths on the street had reduced. RABAT was still on daily tasking. Investigations were ongoing regarding the Hate Crime reported at Low Locks. PC Capp was unaware of the recent incidences our security patrol had reported. The Panel Priorities for the next three months were confirmed as being anti-social behaviour, cycling on the pavement and parking near junctions. It was confirmed that PCSO Clarke had given presentations to Age Concern, Parenting Classes and the Open Door Church which had all been well received. Councillor Dilks welcomed Cllr Exton and congratulated him on his new post. Cllr Exton introduced himself and gave an overview of his background.

#### 25.09 To receive apologies for absence.

Cllrs Pelling (holiday) and Auger (work)

Cllrs Broughton and Shinkins sent apologies as they had been delayed at work.

Cllr Pauline Neal has tendered her resignation to the Chairman with immediate effect. A letter of thanks would be sent. The vacancy would be an agenda item for the next meeting.

#### 26.09 To receive declarations of interest, if any.

Cllr Broughton arrived at 7.55pm

Cllrs Broughton & Baxter – Allotment tenant and husband of tenant

#### 27.09 To adopt the Minutes of the previous meeting held on 28<sup>th</sup> May 2009.

It was proposed by Cllr Stevens, seconded by Cllr Lindfors-Windsor and all were in favour that the minutes were a true record and they were signed by the Chairman.

#### 28.09 To receive the Clerks Report.

##### Allotments, Footpaths & Open Spaces

The Clerk has visited Sense who has signed the Licence to Occupy on a monthly basis, and the shed has been moved onto Plot 32B. Subject to the grant, work will begin next week to prepare the plot for cultivation. One of the allotment plots is also being used by two other residents and the Clerk will write to the tenant informing him of the sub-letting clause, and ask them to vacate. It was also agreed to allow a son to take over his father's tenancy. A complaint has also been received regarding access to the nearest water supply for the halved plots.

##### Finance

The Annual Return has been submitted within the required timescales. The

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quarterly NI/Tax and VAT returns have been submitted. Arrangements with the new book keepers are working well, although still in a transitional period. The computer backup has been updated. Staff Appraisals are currently being arranged.

## **Community**

A number of complaints have been received from residents and these have been channelled through to the relevant agencies for action. Complaints include green waste making a mess from grass cutting, un-level pavements, over hanging hedges, footpath obstruction, irresponsible dog owners, fly tipping, and further complaints regarding the rubbish not being collected by SKDC. Cllr Auger has agreed to speak with Street Scene. Also racist graffiti at Low Locks which has been reported to the police for action. A resident has asked that public swimming pool sessions at Deepings Leisure Centre be a question for the next Forum.

## **Youth & Community**

One of the new "Access Prohibited after 10pm" signs at Woody Heights has been vandalised. One of the ramps has also been removed from its fixings and emergency arrangements had to be made to cut the fixing bolts off at ground level. The ramp has been removed from site for safety/repair. Reports have been received from local residents regarding stone throwing and Maurice has been asked to regularly sweep the area. Also motor cycles have been seen on site. Repairs are also in hand as some of the skate ramps have sunk into the tarmac forming an unsafe ridge. The gate has also been broken and has been repaired. The two applications to the Police for youth funding will be considered on 26<sup>th</sup> June.

The Play Scheme letters had now been delivered to the schools for distribution and return by 03.07.09. Many enquiries have also been received. It has been clarified that any left over craft/equipment items from the play scheme is used for the benefit of the children.

## **Cemetery**

The probation team have been on site regularly and are clearing weeds and setting the kerb stones in the old cemetery. Toilet facilities will not be available to them from 7<sup>th</sup> July – October as the church hall toilets will be having a refurbishment. The Clerk has approached the United Charities to ask if supervised visits could be made to the Institute facilities during this period. The Clerk was asked to confirm what the £10000 donation from the Parish Council to the Church Hall Committee had been spent on. One of the residents has once again cut the hedge, and left the green waste in the field. SKDC have been approached again regarding cutting the hedge twice a year (out of the bird nesting season). Two funerals have taken place this month.

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

Cllr Shinkins arrived at 8.10pm

Cllr Auger has confirmed that SKDC has never emptied dog bins and that they prioritise strategy duties. A written response has been received from the environmental health section confirming that residents have in the past been advised that dog waste can be placed in their domestic bins or SKDC waste bins for land fill disposal. The Clerk was asked to order the dog waste bins as agreed and mix-use bins and bio-degradable bag dispensers would be an agenda item for the next Allotment, Footpaths and Open Spaces Committee.

The Clerk gave the Council an update on the May street warden schedule and confirmed that youths had been moved on from Manor Court and the co-op. They had also attended the Deeping Show site to help with a break in. The Clerk confirmed that although we would not want to ignore any important issues that took place in Market Deeping, she had confirmed the Deeping St James Boundary with the Security Company. The Clerk was asked to organise a Saturday evening when Cllrs Dilks, Helyar and Baxter could accompany the street wardens on their rounds.

The Clerk had been in touch with LCC regarding the appointment of a Youth

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Worker/ Out Reach Worker which is ongoing. Two meetings have taken place at the Deepings School who are also eager to develop relationships with the Youth Club and various activities are being planned e.g Drama Work Shops, Mobile Skate Park and Climbing Wall.

**30.09 To receive a report from PCSO Chris Clarke.**

PC Capp gave a report in the Open Forum.

**31.09 To receive a report from Cllr Auger on SKDC issues.**

Apologies have been received, and therefore a report did not take place.

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

2. Leisure Centre swimming was being raised at the Forum on 6<sup>th</sup> July.

3. It was confirmed that Cllr Moore and another would be able to attend a new councillors training session at MD.

5. Cllr Lindfors-Windsor would be on holiday and would send her apologies.

11. The Quiet Lanes item was referred to the Allotments, Footpaths and Open Spaces Committee.

15. Unable to attend.

18. Information to be sent to Cllr Stevens.

19. Unable to attend event.

25. Refer to Highways and copy to Cllr Exton.

**33.09 To consider planning related issues:**

**To receive the minutes of the Planning Committee meeting held Thursday 18<sup>th</sup> June 2009.**

With one objection against application SO9/1209, it was then proposed by Cllr Dilks and all were in favour to accept the recommendations contained therein. The minutes are attached at Appendix 2 to this document.

**1. To consider planning applications received:** The Planning Committee have looked at the applications and their recommendations are noted.

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SO9/1190	Mr V Reed 5 Curley Walk Deeping St James	<b>First floor side extension</b> Approval recommended
SO9/1247	Mr N Scimeca Plot 2 145 Eastgate Deeping St James	<b>Erection of detached dwelling</b> Approval recommended. The Clerk will write to Paul Sharman Architecture regarding the bus stop being over a mile away and not 80 meters as in the document.
SO9/1269	Mr R Ash 82 Church Street Deeping St James	<b>Two storey extension to rear of dwelling</b> Objection recommended. The 3D representation looks very overbearing. The rear extension is totally unsympathetic, not in keeping with the existing design, and does not match the front of the property which is in a conservation area. The rear of the property is also easily seen from the street in both directions.
SO9/1128	Mrs H Jones 3 station Road Deeping St James	<b>Erection of single storey rear extension</b> Approval Recommended.

## 34.09 To consider financial matters:

### 1. To approve Accounts for Payment as per the schedule.

The Clerk circulated an updated schedule and it was then proposed by Cllr Blessett, seconded by Cllr Shinkins and agreed that the bills be paid. A copy is attached at Appendix 3 to this report.

### 2. To approve Grant Applications.

It was proposed by Cllr Barber seconded by Cllr Lindfors-Windsor and unanimously agreed to award the following grant:

**1. £200 to the Deepings Friendship Club.** Cllr Stevens will produce a newsletter with a Charities section to help promote the Friendship Club and others.

It was proposed by Cllr Wallis seconded by Cllr Blessett and unanimously agreed to award the following grant:

**2. £750 to Sense for preparing the allotment plot.** The Clerk was asked to check the insurance and to approach MD to ask if they would like to make a contribution as this would also benefit the Sense clients in Market Deeping. Sponsorship is also to be considered from local builders merchants.

It was proposed by Cllr Stevens seconded by Cllr Barber and unanimously agreed to award the following grant:

It was proposed by Cllr Wallis seconded by Cllr Blessett and unanimously agreed to award the following grant:

### 3. £1000 to the Exotic Pet Refuge.

It was proposed by Cllr Barber seconded by Cllr Baxter and unanimously agreed to award the following grant:

### 4. £250 to Deepings Raft Race.

## 35.09 To receive the minutes of the Allotments, Footpaths & Open Spaces Committee held on 4<sup>th</sup> June and to agree the recommendation made therein as attached at Appendix 4.

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It was proposed by Cllr Blessett, seconded by Cllr Parr and unanimously agreed to accept the recommendations contained therein, and it was recommended to Council that three dog bins be ordered from Wybone at an inclusive cost of £646.61. It was recommended to council that Cllrs Blessett and Dilks arrange to meet with representatives of the association as requested by them and to offer them a year's security of tenure, to confirm the proposed agreement on plot 32A, to clarify the use of Plot 32B and to ask for their support for ongoing initiatives. It was recommended to Council that the picnic table be located at the back of the Millennium Wood.

It was also recommended to Council that the hedge along the fence be planted out further with spring bulbs. It is recommended to Council that the agreement for the six identified plots that were not cultivated and covered in weeds would not be renewed unless a significant improvement was made. The Clerk will send warning letters.

The Clerk was also asked to obtain more hedges from LCC.

**36.09 To consider and agree the understanding of the wording and fees for the Scale of Cemetery Fees.**

It was unanimously agreed to accept the new wording for the Specification and a copy is attached at Appendix 5 to this document.

**37.09 To consider holding a future Council meeting at the Leisure Centre. (Cllr Baxter)**

The Clerk was asked to contact Rachel Fox and to organise the council meeting on Thursday 26<sup>th</sup> November to be held at the Leisure Centre with a tour at 7pm followed by the Open Forum at 7.30 and Council at 8pm. The Clerk will amend the monthly advert.

**38.09 To discuss the Red Telephone Box. (Cllr Stevens)**

Cllr Stevens confirmed that the box should be used as an information kiosk, and this could be the first walk in Parish Notice Board in the country! It was agreed that if secured boards were used, it would not need to be locked. The Clerk is to cost the initiative for the forthcoming precept.

**39.09 To consider attendance at meetings. (Cllr Stevens)**

Cllr Stevens apologised to Cllr Shinkins, as her previous comments about Councillors staying for all the meeting were not targeted at Councillors whose normal working day extended into the evenings. Cllr Dilks commented that the Parish Councillors are all volunteers, and we all do what we can.

**40.09 To consider raising the profile of the Council. (Cllr Dilks)**

The Clerk was asked to clarify with MD that the Mayor should not attend events in the Parish of Deeping St James without liaising with DSJPC, and also to advise the public of the representatives of the Parish Council, which also has a Chairman.

Cllr Dilks agreed to ring the press on a Friday morning with any relevant items. Cllr Wallis suggested a Communications Plan working party should be set up to encompass ideas for the newsletter, press releases, events, PR and engaging with the public. This was unanimous, and Cllrs Wallis, Stevens, Dilks, Baxter and Helyar agreed to sit on the working party with Cllr Pelling if he agreed, as he was absent from this meeting. The group would consider a more official chain/ribbon of office.

**41.09 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 Conference in March 2009 (Cllr Neal)**

The Clerk reported that the report contained ideas about community empowerment very much along the lines of what had just been discussed. Partnerships should be

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set up with community members and other parishes and technology should be used to better advantage.

**2. To report on attendance at the Councillor & Chairman Training evening at Welbourne Village Hall on 02.06.09. (Cllr Dilks)**

Cllr Dilks reported that he had enjoyed the training session and was very pleased to see that we had already taken on board many of the suggestions.

**3. To report on the Manor Court Working Party on 16.06.09 (Cllr Blessett)**

Cllr Blessett confirmed that we had now taken over the project management of Manor Court from SKDC and therefore did not have to follow their procedures. A site meeting had taken place, and the original plan had been agreed with the exceptions that the proposed paved area near the CCTV would not take place as this was not owned by SKDC. The other border would be extended. The staircase area would be given a face lift. Cllr Helyar agreed to supply vandal proof paint for this area. Quotes would be invited from: Russ Yates, Neil Parmenter, Garden Groomers and Lovedale Gardens. Cllr Stevens asked if flower standards could be considered and it was agreed to include this in the forthcoming precept for 2010 once costings were obtained.

**4. To report on the Deepings Art Gala Variety Show on 20.06.09.(Cllr Parr)**

Cllr Parr reported that the event had not been well attended, but she had enjoyed the performance.

**5. To report on the Design Statement Working Group meeting with MDTC on 23.06.09. (Cllr Stevens)**

A paper was circulated and this is attached at Appendix 6 to this report.

**6. To report on attendance at the Civic Service at St Guthlacs Church on 21.06.09. (Cllrs Dilks & Stevens)**

It was reported that the event and hospitality received was very enjoyable and thanks are to be passed to MDTC.

**7. To report on attendance at the Deeping Show 20-21 June 2009. (Cllr Stevens)**

It was reported that the event had been well worth attending and it was agreed to attend in the future.

**8. To report on the Deepings Leisure Centre meeting 09.06.09 (Cllrs Stevens & Parr)**

Cllr Stevens reported that after a recent meeting where only one poster had been displayed, with only one person attending, she had given various helpful suggestions about promotion. None of these had yet been taken up. It was however confirmed that the Charities Commission would have to approve the appointment of the Trustees, and this had yet to be set up.

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

Cllr Wallis asked for an update of the Spalding Road Cycle Path.

Arrangements for the Rose and Sweet Pea Show were confirmed for attendance at 11am to:

Cllr Dilks to erect the stall with Steve Windsor. Cllr Parr would take the Information Stand. Cllr Baxter would take the flip chart and table. Cllr Stevens had the banner and Union Jack. Cllrs Stevens and Parr would be promoting Deeping St James in Bloom, and Cllrs Lindfors-Windsor, Dilks, Baxter and Wallis would be manning the Council stand.

Cllr Shinkins agreed to purchase on a sale or return basis refreshments to the value of £30 and take to Cllr Baxter.

**FORTHCOMING MEETINGS**

**Saturday 27<sup>th</sup> June Rose & Sweet Pea Show**

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

**Thursday 9<sup>th</sup> July Youth and Community Site Meeting & Opening**

- WORKING FOR THE COMMUNITY -

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**Arrangements 6pm at Woody Heights**

**Thursday 9<sup>th</sup> July Finance and General Purposes Committee 7pm in the Parish Office**

**Thursday 23<sup>rd</sup> July Planning 7pm in the Parish Office**

**Thursday 30<sup>th</sup> July 7.30pm Council**

**The meeting closed at 10.04pm**