

# DEEPING ST JAMES PARISH COUNCIL

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

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

Parish Clerk: Mrs Sheila Kostyrka

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## DEEPING ST. JAMES PARISH COUNCIL MEETING

30<sup>th</sup> July 2009 at 7.30pm

### MINUTES

#### Present

Cllrs: Auger, Barber, Baxter, Dilks, Helyar, Parr, Shinkins, Stevens, Wallis, County Councillor Mike Exton, PCSO Chris Clarke and the Clerk Mrs S Kostyrka.

#### Open Forum

An open forum was not held.

#### 42.09 To receive apologies for absence.

Cllr Pelling (holiday) Cllr Blessett (personal) Cllr Moore (work)  
Cllrs Broughton and Lindfors-Windsor did not attend  
Cllr Shinkins arrived from work at 7.55pm

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

Items 45.09 and 49.09 Cllr Auger, Manor Court, Personal  
Item 50 Planning, Cllrs Shinkins and Barber, known to applicant SO9/16304

#### 44.09 To adopt the Minutes of the previous meeting held on 25<sup>th</sup> June 2009.

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

#### 45.09 To receive the Clerks Report.

##### Finance & General Purposes

The email & internet facility ceased to function completely on 16.07.09. No form of contact has been able to be made with the provider. Cllr Barber spent many hours investigating and a letter had now been sent to the provider requesting the migration authorisation code that they legally have to provide within five days, to enable another provider to be appointed. A complaint has been made to Trading Standards.

HM Revenue and Customs have queried our recent VAT claim for the goods supplied by Wicksteed Leisure, Prentice Bros and Staff Development Solutions which is under investigation.

The bookkeeper service is progressing well, and we now have a full set of monthly printouts available.

##### Community

Ongoing fly tipping problems with reported items not being collected. An appointment was made for a SKDC officer to come to see me on 21.07.09 but he did not turn up. Several footpaths are very overgrown and this has been reported. A site meeting has taken place with a contractor at Manor Court.

##### Transport

The Spalding Road cycle path will hopefully be installed during the school holidays. Further recommendations for press and publicity will be made via the Transport Committee at their next meeting on 6<sup>th</sup> August. Another

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resident has complained about speeding and safety issues at the Frognall end of the Spalding Road, and I have referred him to LCC Highways.

## **Allotments, Footpaths and Open Spaces**

It was confirmed that letters have been sent to tenants whose plots have not been cultivated. The pallets and bricks for the insect tower have been moved from the Millennium Wood due to concerns about fire risk. It has been suggested that the Insect Tower be built in the garden at the Institute, and the Clerk was asked to write to the United Charities. It was confirmed that the Clerk had met on site at the Millennium Wood to confirm the location of the picnic table. A pro forma for the dog bins has been sent to the supplier.

## **Youth & Community**

Site meetings had taken place regarding the proposed work shops to mark the opening of the MAGA. This is unable to go ahead due to the CRB, Insurance and PPE requirements. The probation team had spent a morning at Woody Heights stone picking, and had filled the trailer with stones. A wasp's nest in the play ground area was reported to SKDC. The application to LCC for grant aid for the flying saucer has been submitted for £2319.00 and acknowledged.

## **Cemetery**

Site meetings had taken place regarding reservation of cremated remains plots. The local funeral directors had made further enquiries regarding our scale of charges and the Clerk had met with the Cemetery Chairman for further clarification. Recommendations would be made to Council after the next committee meeting on 6<sup>th</sup> August.

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

It has been confirmed by the church hall caretaker that the £10000 donated by the Parish Council was spent on damp proofing the church hall. The walls were stripped out and re-plastered and new guttering was installed.

It was confirmed that the November Council meeting will take place at the Leisure Centre and the Clerk has arranged for the advert to be amended accordingly.

Pauline Neal has confirmed that she is happy to continue to attend the footpath meetings and will update the parish council if necessary. She is however unable to continue with the Parish Paths, and this will be an Agenda Item for the next meeting.

It was clarified that the CAB facility the Parish Council sponsor at the Community Centre on a Wednesday morning is a "drop in" facility. Clients are then referred if necessary to see a specialist at Deeping St James, Bourne or Stamford. It was confirmed that this was a well used service.

Two quotes had been received out of five invitations for the refurbishment of Manor Court and both were over budget. The Clerk was asked to write to the United Charities and to SKDC/MD Management Partnership regarding additional funding. The working party were asked to meet with the preferred contractor to discuss options to reduce the cost. Ideas for raising funds are also to be considered and these included approaching the shops for sponsorship, asking the probation team to help e.g. smashing up and removing the pathways, keeping the existing furniture, and to have a garden party to raise funds.

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Quotes had been received to purchase a Chain of Office. It was proposed by Cllr Stevens, seconded by Cllr Wallis and unanimously agreed to order option B in metal gilt at a cost of £429.81. The Clerk was asked to add this to the Insurance Policy.

Concerns were expressed that a youth worker had not been appointed for the proposed outreach/youth officer sponsored position. Copies of the flyer to be emailed to Councillors, and LCC advised that the "expression of interest" approach be changed.

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

Concerns about the ongoing CCTV project were expressed of behalf of one of the residents. An increase in recent burglaries had resulted in three arrests being made, and investigations were ongoing. There will shortly be a poster campaign in all cars parks "Leave on show – expected to go". Cllr Baxter questioned the dog fouling fixed penalty notices and it was confirmed that they have currently been suspended locally pending new legislation.

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

It was confirmed that Mrs Beverley Agass was appointed as Chief Executive on 24.07.09 by the full Council. Concerns were expressed that whilst this has saved costs by not advertising externally, the best person may not have been appointed to the role. It was confirmed that due to the recent swine flu problems the emergency planning procedure had been implemented to look at retaining services and covering staff if necessary.

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

1. Local Council Awards to be referred to Communication Plan Working Party.
2. LCC Trading Standards to be sent a list of Clubs and Societies.
11. Cllr Barber will report back on the East Midlands Regional Assembly review document at the August meeting.
12. The LCC Really Useful Stuff Handbook poster will be displayed and Cllr Baxter to be provided with the information.
14. Shanks bin to be kept locked.
15. Application form for Sense to be sent to MDTC.
17. Cllrs Moore and Baxter to attend the Training Session in Market Deeping Community Centre on 06.10.09 at 6.30pm.
18. 25 Trees and 250 mixed hedges to be ordered. Cllr Barber to collect in January for locating at Manor Court, Cemetery and the Millennium Wood.
20. Cllr Wallis will discuss community cash back at the next neighbourhood policing meeting.

**50.09 To consider planning related issues:**

**To receive the minutes of the Planning Committee meeting held Thursday 23<sup>rd</sup> July 2009.**

The meeting had been cancelled. Three additional applications were also considered due to the short response time request. Cllr Auger and Helyar left the room during the discussions.

**1. To consider planning applications received:**

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SO9/0386	Mr T Wright Adj 37 Bridge Street Deeping St James	Change of Use from A1 (Shops) to A5 (Hot food takeaway) <b>OBJECTION</b>
SO9/1507	Mr W Butterworth 65 Broadgate Lane Deeping St James	Erection of single storey rear extension, insertion of dormer windows, double garage and temporary siting of mobile home. <b>APPROVAL RECOMMENDED</b>
SO9/1612	Mrs C Pearce 32 Bridge Street Deeping St James	Erection of Detached Garage <b>APPROVAL RECOMMENDED</b>
SO9/1650	Mr & Mrs K Anderson 67 Church Street Deeping St James	Erection of replacement garage and rear extension to dwelling <b>APPROVAL RECOMMENDED</b>
SO9/1645	Mr M Alderson 6 Park Estate Deeping St James	Erection of single storey extension to rear of dwelling to form garden Room <b>APPROVAL RECOMMENDED</b>
SO9/1584	Mr A Wellen 56 Park Road Deeping St James	Link extension to existing garage, and erection of new garage <b>OBJECTION RECOMMENDED.</b> The garage is outside the building line, and will have an effect on the street scene.
SO9/1209	Mr Richard Edwards, Land north of Spalding Road	Landscaping Plan <b>APPROVAL RECOMMENDED</b>
SO9/1630	Mr Malcolm Goodson 46 Eastgate Deeping St James	Demolition of existing dwelling and Replacement with two dwellings. <b>APPROVAL RECOMMENDED</b>

## 51.09 To consider financial matters:

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

It was proposed by Cllr Shinkins, seconded by Cllr Parr and agreed that the bills be paid. A copy is attached at Appendix 2 to this report.

### 2. To agree the funding and arrangements for the proposed Skate Park Workshops.

The workshops will not take place, and this was referred back to the Youth & Community Committee for further consideration.

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**52.09 To receive the minutes of the Youth & Community Committee held on 9<sup>th</sup> July and to agree the recommendation made therein as attached at Appendix 3.**

It was proposed by Cllr Helyar, seconded by Cllr Parr and unanimously agreed to accept the recommendations contained therein, and it was recommended to Council that Ratech AVD Ltd be asked to reposition the existing ramps in the skate park, repair the tarmac, and alter the bottom of the flat banks where they hit the floor to avoid the problem reoccurring at an agreed cost of £3009.50. It was also recommended that the cracking in the tarmac and the path is repaired prior to the ROSPA inspection. It was confirmed that the Play Scheme will run in Deeping St James Community School in Hereward Way from 10-21<sup>st</sup> August 9.30-12.00 and that a photo call will take place on Thursday 13<sup>th</sup> August at 9.45am. Cllrs Dilks, Helyar and Shinkins agreed to attend.

**53.09 To receive the minutes of the Finance & General Purposes Committee held on 9<sup>th</sup> July and to agree the recommendation made therein as attached at Appendix 4.**

It was proposed by Cllr Stevens, seconded by Cllr Parr and unanimously agreed to accept the recommendations contained therein. It was recommended to Council by five votes to two that as the police were unable to confirm a legal contract, the £10000 allocated for PCSO support this year be offset against the cost of the extra security we had to organise at the skate park due to lack of police support. Cllr Baxter asked for it to be minuted that our rate payers should not be paying twice for a service that all other Lincolnshire parishes (except MD) get for nothing. This will be an agenda item for the September meeting to consider future funding. The Clerk was asked to obtain feedback from the security company and statistics on police activity prior to considering this item. It was also agreed to appoint the existing Internal Auditor for the forthcoming year. Staff Matters were deferred to the end of the meeting to enable the Council to go into private session. In view of the problems with the email, it was unanimously agreed that Cllr Barber would set up an emergency hotmail account to enable an email facility to be used by the Clerk whilst a new provider was established. Cllr Barber was thanked for all this time and help.

**54.09 To report on the progress of the Casual Vacancy for a Parish Councillor and agree advertising.**

The Electoral Registration Officer will confirm if an election is necessary after 5<sup>th</sup> August. It was agreed that notification would be placed on notice boards and in the Advertiser.

**55.09 To report on the recycling issues. (Cllr Dilks)**

Deferred to the August meeting in view of the time.

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

**1. To report on the Family Walk & Teddy Bear's Picnic on Sunday 28<sup>th</sup> June 2009.**

A successful event despite disappointment in attendance which was thought to be due to it being a very hot day. It was agreed that the event would be

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repeated in 2010 and more contact was to be made with schools.

**2. To report on the visit to Pode Hole on 2<sup>nd</sup> July 2009. (Cllr Blessett)**

Deferred to next meeting.

**3. To report on the Rose & Sweet Pea Show on 27<sup>th</sup> June and the Deeping Carnival on 4<sup>th</sup> July 2009. (Cllr Stevens)**

The Rose & Sweet Pea Show was a fantastic success with good Councillor attendance. Cllr Baxter will let Cllr Stevens have the post-it notes with resident comments. Cllr Wallis agreed to write an article for the next newsletter which will now be produced in September with an extra page to cover the Rose and Sweet Pea Show. The Carnival was also very good, especially the loan of the stall and the production of the banner.

**4. To report an attendance at the Deepings Local Forum on 6<sup>th</sup> July 2009 (Cllrs Baxter and Stevens)**

Concerns were expressed regarding the withdrawal of funds from small initiatives in the Deepings area, and funds being ploughed into Bourne, Stamford, and Grantham complete with glossy brochure and schedule of events. The Clerk was asked to write to SKDC and ask why the decision was made and what funding was spent on events in other areas as this is not a fair distribution of tax payer's money for services provided. It was noted that there is very limited time for public swimming at the Leisure Centre during term time. The next public forum will be held at the Leisure Centre in January.

**5. To report on the evening spent with the street wardens on Saturday 11<sup>th</sup> July 2009. (Cllrs Dilks and Baxter)**

It was a very wet evening, but the street wardens patrolled the hot spot areas and engaged with the youths at various places who they obviously knew well. Cllrs Dilks and Baxter were confident that they were doing a very good job in dispersing gatherings and moving the youngsters on away from residential areas.

**6. To report on the Design Statement meeting on Wednesday 15<sup>th</sup> July 2009. (Cllrs Baxter, Shinkins and Lindfors-Windsor.)**

Councillors were unable to attend. Apologies are to be sent, and feedback would be appreciated.

**7. To update on the progress towards a permanent home for the Deepings Rugby Club. (Cllr Dilks)**

Cllr Dilks confirmed that the club is still looking for a new home and requested a copy of the lease agreement to confirm land ownership, terms and conditions.

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

Cllr Exton left the meeting at this point.

It was requested by Cllr Stevens and agreed that we would hold a village walk on Sunday 13<sup>th</sup> September as part of the Heritage weekend initiative.

**In accordance with Standing Order 62, it was then proposed by Cllr Dilks and unanimously agreed that in accordance with Section 1 (2) of the Public Bodies Admissions to Meetings Act 1960 the public and press be excluded from the meeting to enable staff matters to be discussed in private due to the confidential nature of the report. In accordance with Standing Order 1d it was also unanimously agreed to**

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**extent the meeting for ten minutes to allow recommendations to be made.**

**Item 53.09 A Private and Confidential report is attached at Appendix 5 to this document.**

## **FORTHCOMING MEETINGS**

**Thursday 6<sup>th</sup> August 2009 PRECEPT Cemetery Meeting at 6pm in the Clerks Office**

**Thursday 6<sup>th</sup> August 2009 PRECEPT Transport Meeting at 6.45pm in the Clerks Office**

**Sunday 9<sup>th</sup> August 2009 Deeping Raft Race**

**PLAYSCHEME – 10<sup>th</sup>14<sup>th</sup> and 17<sup>th</sup>-21<sup>st</sup> August 2009**

**PHOTOCALL THURSDAY 13<sup>TH</sup> AUGUST AT 9.45AM.**

**Thursday 20<sup>TH</sup> August 2009 Planning 7pm in the Parish Office**

**Thursday 27<sup>th</sup> August 7.30pm Council**

**The meeting finished at 10.08pm**