

**Minutes of a Meeting of Market Deeping Town Council
Held on Wednesday 12th December 2018 at 7.30pm
At the Town Hall, Market Deeping**

Present:

| | |
|----------------------|-------------------|
| Cllr Shelton (Chair) | Cllr Brookes |
| Cllr Mrs Sked | Cllr Miss Collins |
| Cllr Gamble | Cllr Lester |
| Cllr Miss Moran | Cllr Stephenson |
| Cllr Hanson | Cllr Broughton |
| Cllr Mrs Redshaw | |

Cllr Dilks, Cllr Baxter, Cllr Mrs Halls, the Deepings Library librarian, a representative of the Deepings Youth Group, a member of the public, a local retailer, the Clerk and the deputy Clerk were also in attendance.

Cllr Shelton welcomed everyone to the meeting and the Open Session commenced:

The Clerk had provided members with details of the accounts and a covering letter from the Deepings Library prior to the meeting. The librarian spoke in support of the library's bid for £6000. She explained the ethos of the library, which aims to include all age groups from pre-school to the elderly. She provided figures on how the footfall and the lending had increased since the library had become a community library, showed images of how the physical appearance of the library had been improved, and explained the plans for the coming year. The library is now the busiest community library in Lincolnshire.

The clerk had provided members with a letter from the youth leader and some accounting reports prior to the meeting. The representative of the Deepings Youth Group then spoke in support of a bid for £7500. He explained about the newly reopened club, which now operates one day a week in Market Deeping in addition to two days in Deeping St James. He praised the youth leader, who is working successfully with children with various issues, and advised members of a recent fund raising event that achieved £400, with further fund raising plans for the future. Cllrs Hanson and Miss Collins answered questions regarding funding and Cllr Dilks explained how the Youth group could not exist without the support of both Deeping St James and Market Deeping Councils.

The member of the public then spoke regarding his application to be co-opted onto the Council following the resignation of Cllr Fraylich. He spoke about his long involvement with the Deepings, the Charities he has worked with, his experience with local groups and as a school governor.

Cllr Baxter then spoke about the meetings he had attended in the last month, including Development Committees and the SKDC Best Kept Village awards. He will email his report to the clerk if members would like further information.

Cllr Broughton then explained that Grimsthorpe and Drummond estates, who supply the Town's Christmas trees, were becoming short of suitable tree. Cllr Broughton offered to provide one of his own trees for a future year. He advised members of the meetings he had had with other Council members regarding taking over the allotments and play area on the Persimmon estate, together with a ribbon of land surrounding the estate. The land is now in a suitable condition to be taken on, and solicitors have been instructed to proceed with the transfer.

The local High Street retailer then spoke about the 'Love Deeping' campaign and website. The campaign will align with SK strategy. Furthermore, visitor attractions in the Deepings, as opposed to areas outside the Deepings, would be advertised and a new visitors' map produced. There are plans to instigate a bi annual arts festival which would run on alternate years to the Literary Festival. She requested that any PDFs on local walks be forwarded to her to help produce literature for the campaign. She will also contact the Deepings Heritage and Neighbourhood plan groups.

There being no further business the public session was closed at 8pm.

108. Chairman's Welcome & Introductions

The Chairman welcomed the members to the meeting. He advised members that his Charities for the year would be to support children with special needs in the Deepings and also Dementia Support Lincs. He invited members to join him for Christmas drinks and refreshments following the Carols round the tree on 20th December.

109. Apologies for Absence

No apologies were received.

110. Declarations of Interest under the Localism Act 2011

Declarations of interest were made by Cllr Shelton, as Chair of the Deepings Library committee (Agenda item 13) and Cllr Broughton as a member of the British Legion (Agenda item 10).

111. Acceptance of minutes of meeting held on the 14th November 2018

It was proposed by Cllr Shelton, seconded by Cllr Broughton and **RESOLVED** unanimously to accept the notes of a meeting held on the 14th November 2018 as a true and accurate record. The Chairman duly signed the minutes.

112. Reports: Including reports from Deepings First, Remembrance Working Group, Travellers' working party, Neighbourhood Policing Panel, Christmas Market, Committees, the Clerk and the Mayor's Diary

Deepings First

Cllr Shelton advised members that there was no new information to report this month.

Remembrance Working Group

There was no further update after the successful events.

Travellers' working party

The clerk had provided members with notes of the last meeting before the Full Council meeting. Cllr Shelton asked whether there were any questions and there were none.

Neighbourhood Policing Panel

Cllr Mrs Sked advised that as the group did not meet every month there was nothing to report.

Christmas Market Working Party

Cllr Miss Moran reported to members that the Market had been very successful. It was well attended with queues at some points for the newly introduced craft tent. Nearly £1200 had been raised in aid of the Mayor's charities. Cllr Broughton and other members thanked Miss Moran for her hard work with the market.

Planning & Highways

Cllr Brookes clarified an item regarding the precept. The budget for costs for the Christmas Market would be £1500 and expected income would also be £1500, resulting in a zero impact on the precept. Cllr Lester reminded members that the £3000 precepted for sustainable travel, which would potentially include a new bus shelter, must also take account of any land or legal costs involved. Cllr Mrs Redshaw reminded members of the request put to SKDC regarding the extension of the conservation area, to which the council is still awaiting a reply. As there were no further questions it was proposed by Cllr Broughton, seconded by Cllr Mrs Sked and **RESOLVED** unanimously to accept the notes of the meeting held on 7th November as a true and accurate record.

Amenities and Open Spaces Committee

Cllr Broughton asked members if there were any queries on the minutes of the last meeting that had been provided. There were none so it was proposed by Cllr Broughton, seconded by Cllr Gamble and **RESOLVED** unanimously to accept the minutes of the meeting held on 21st November as a true and accurate record.

Town Hall and Cemetery Committee

Cllr Stephenson referred to the money that had been put aside each year to purchase new cemetery land, and the difficulties involved in finding a suitable area. He spoke of his wish to provide a woodland belt around the town that could be used for burials, possibly including sections of land near the bypass that would not be valued as building land. It was then proposed by Cllr Stephenson, seconded by Cllr Broughton and **RESOLVED** unanimously to accept the notes of the meeting held on 21st November as a true and accurate record.

Finance and Personnel

Cllr Lester reminded members that £12000 would need to be precepted for the library grant if members wished to replace the £6000 that had been paid, but not budget for, this year, and to provide a further £6000 for 2019/20. Cllr Shelton then proposed, Cllr Broughton seconded, and it was **RESOLVED** unanimously to accept the minutes of the meeting held on 5th December as a true and accurate record.

8.15pm Cllr Mrs Halls left the meeting.

Clerks Report

The Clerk had issued the members with a report prior to the meeting.

- Alison Ireland has kindly donated the full amount of £280 towards the lights on the roundabout for the tree. Councillors wished to formally thank her and the clerk will write accordingly.
- The clerk had finally received an invoice for the two memorial blocks requested for Remembrance Sunday and these can now be ordered.
- A member of the public had used foul language in the office and had been asked to apologise. He has now done so.
- Councillors confirmed that they are happy to keep the same format for Full Council and Committee meetings for 2019. The clerk will prepare a new schedule.
- Councillors confirmed that they are happy for the clerks to be in the office on 27th December, and for the office to be closed on Friday 28th and Monday 31st December. Contact details are on the notice board in case of emergency.
- The Chairman and the clerk met with Chris Pike from SKDC regarding the transfer of the Town Hall to Market Deeping Town Council and Chris will prepare a letter of intent to confirm that the Town Hall can be transferred to Market Deeping Town Council for the sum of £1. Cllr Shelton asked members if they believed a surveyor's report should be sought prior to the handover. After some discussion it was **RESOLVED**, with 2 members against, that no survey should be sought. It was confirmed that the final proposal to accept the transfer would be voted on at Full Council, and that monies already in reserves earmarked for the town hall lease could be used towards any repairs required.
- The clerk has completed the second part of her CiLCA training. There are now 30 assignments to complete before the portfolio can be approved.
- Members stated they were happy for the new deputy clerk to become a member of SLCC.
- Two complaints regarding the Christmas Market (siting of stalls) have been successfully dealt with.
- The resident of the property sharing the cemetery drive had contacted the office to request that more gravel be put down on the drive for maintenance and members agreed that this was in order. Costs will be split between the resident and the council.

8.28pm Cllr Baxter left the meeting.

Mayors Diary

Mayor and Deputy Mayor's Diary: up to 12th December 2018

Cllr Shelton attended the following events:-

| Date | Location | Event Details |
|------------|------------------|------------------------------------|
| 11/11/2018 | Deeping St James | Remembrance Service |
| 16/11/2018 | Kettering | Ball |
| 18/11/2018 | Market Deeping | Closing of the Remembrance Gardens |
| 21/11/2018 | Bourne | Dementia Support |
| 25/11/2018 | Market Deeping | Christmas Market |
| 06/12/2018 | Deepings School | Christmas Buffet |

113. Council Finances

Members had received a copy of the Council Finances and Omega report prior to the meeting. Cllr Shelton asked if there were any questions and there were none.

114. Accounts to be paid

It was proposed by Cllr Gamble, seconded by Cllr Broughton and **RESOLVED** unanimously that the Council should pay its bills.

See appendix A.

115. Correspondence to be Noted and Resolved upon

Correspondence to be noted

| Who from | Subject | Date |
|------------------------|--|------------|
| Mayor of Northampton | End of working with council and thanks | 14/11/2018 |
| NALC | Newsletter | 14/11/2018 |
| Health Watch | Newsletter | 16/11/2018 |
| NALC | Chief Executive's Bulletin | 16/11/2018 |
| Woodland Trust | Campaign Newsletter | 16/11/2018 |
| Deepings School | Newsletter | 16/11/2018 |
| Deepings Library | What's On | 18/11/2018 |
| DSJ Signal Box Group | Autumn Newsletter | 19/11/2018 |
| Rural Services Network | Newsletter | 20/11/2018 |
| NALC | Newsletter | 20/11/2018 |
| NALC | Newsletter | 21/11/2018 |
| NALC | Newsletter | 22/11/2018 |
| Deepings Library | Newsletter | 23/11/2018 |
| Health Watch | News Feed | 23/11/2018 |
| NALC | Chief Executive's Bulletin | 23/11/2018 |
| Deepings School | Newsletter | 23/11/2018 |
| Deepings Library | What's On | 25/11/2018 |
| Rural Services Network | Newsletter | 27/11/2018 |
| Ordnance Survey | Newsletter | 29/11/2018 |
| Evo North | Newsletter | 29/11/2018 |
| NALC | Chief Executive's Bulletin | 30/11/2018 |
| Active Places | December Update | 30/11/2018 |
| NALC | NALC Spring Conference | 30/11/2018 |
| Health Watch | News Feed | 30/11/2018 |
| Deepings School | Newsletter | 30/11/2018 |
| Deepings Library | Newsletter | 02/12/2018 |
| Ordnance Survey | Newsletter | 03/12/2018 |
| Evo North | Newsletter | 03/12/2018 |
| Evo North | Newsletter | 04/12/2018 |
| Larkfleet | Christmas wishes | 10/12/2018 |
| Rural Services Network | December Bulletin | 04/12/2018 |

| | | |
|------------------------|--------------------------------|------------|
| Rural Services Network | Newsletter | 05/12/2018 |
| SKDC | Community champions | 05/12/2018 |
| Resident | Bus timetable changes | 11/12/2018 |
| Rural Services network | Newsletter | 11/12/2018 |
| Healthwatch | Newsletter | 07/12/2018 |
| Deepings School | Newsletter | 09/12/2018 |
| Neighbourhood watch | Theft of land rover | 07/12/2018 |
| SKDC | Introduction to environment SK | 30/11/2018 |
| Neighbourhood watch | Bogus phone calls | 12/12/2018 |
| LCC | Inquiry notice re Millfield | 11/12/2018 |
| Neighbourhood watch | Theft from vehicle at Eastgate | 08/12/2018 |
| Sport England | Active places | 30/11/2018 |

Correspondence to be resolved upon:

| Who from | Subject | Members Response |
|------------------|---|--------------------|
| Deepings Library | Bid for grant aid | See agenda item 13 |
| Youth group | Bid for grant aid | See agenda item 13 |
| Feoffees | Cllr Broughton request to say on the committee for a further four years | Agreed |
| Resident | Banner application | Agreed |

116. Budget Planning 2019/20 For members to receive an update and to agree the precept

The committees had all agreed the final figures for their precept requests and the full precept planning sheets will be examined and agreed at the Full Council meeting on 9th January 2019.

117. For members to agree on a donation to the British Legion for the wreaths and large poppies

Cllr Stephenson advised members that £19,300 had been raised for the appeal in this centenary year. It was proposed by Cllr Shelton, seconded by Cllr Gamble and **RESOLVED** unanimously to donate the sum of £250 to the poppy appeal.

118. For members to consider Christmas lighting on the Town Hall and for part of the Mayor's charity money to be used towards Christmas lighting near the Craft and Bead/Antiques centres.

Cllr Mrs Redshaw suggested that the £2500 that remained from the Christmas Market budget could go towards this lighting. It was agreed that this would be considered by the relevant committees.

119. Update on Carols round the Tree

Cllr Mrs Redshaw confirmed she will provide mulled wine, Cllr Mrs Sked will supervise people using the stairs, the Choirmaster will play the keyboards and the choir will lead the singing. The churchwarden will lead the event and the clerks are preparing hymn sheets and applying for the street collectors' licence. Cllr Miss Moran will locate a marquee for the keyboard player to sit under.

120. For members to consider and discuss any points raised in the public session.

It was proposed by Cllr Broughton, seconded by Cllr Miss Moran and **RESOLVED** unanimously to precept for £6000 for the library for 2019. After some discussion it was then proposed by Cllr Broughton, seconded by Cllr Gamble and **RESOLVED** with 2 against and one abstention to precept for £7500 for the youth club for 2019.

9.05pm Cllr Neilson entered the meeting.

121. Forthcoming events: Carols round the Christmas Tree 20th December

Members were also reminded of the Santa Stroll, with part of the proceeds to go to the Mayor's charities, taking place on 23rd December.

122. Confidential/Personnel Matters: Consideration to go into Closed session to discuss:

- a) Locum clerk
- b) Application for co-option to the Council

It was proposed by Cllr Shelton, seconded by Cllr Broughton and **RESOLVED** unanimously to move into Closed Session to members of the press and public in accordance with the Public Bodies (Admission to Meetings) Act 1960, for members to discuss items that contained information of a confidential nature; information regarding the locum clerk and the application received for co-option onto the Council. Cllr Dilks and two members of the public duly left the meeting. It was then proposed, seconded and unanimously **RESOLVED** to come out of Closed Session.

The Chairman thanked all members for attending and declared the meeting closed at 9.08pm. The next scheduled meeting of Full Council will be held on Wednesday 9th January 2019, in the Town Hall, Market Deeping.

Chairman's signature.....

Date.....

Attachments: Appendix A

APPENDIX A

Full Council Minutes 12th December 2018

Accounts to be paid December 2018

| <u>Supplier</u> | <u>Ex VAT</u> | <u>VAT</u> | <u>Inc VAT</u> | <u>Item</u> | <u>Payment</u> |
|------------------------------|---------------|------------|----------------|----------------------------|----------------|
| Opus Energy | | | | Park Keepers Electricity | DD |
| Opus Energy | | | | Town Hall Electricity | DD |
| Opus Energy | | | | Feeder pillar - October | DD |
| Personnel Advice & Solutions | 100.00 | 20.00 | 120.00 | HR support | DD |
| HMRC | 2,280.84 | 0.00 | 2,280.84 | Tax/NI | Bacs |
| West Yorks | 1,102.78 | | 1,102.78 | Pension | Bacs |
| B & CE | 186.32 | 0.00 | 186.32 | Pension | DD |
| Employees | 6,958.64 | 0.00 | 6,958.64 | Salaries | Bacs |
| Pennisula | 94.00 | 18.80 | 112.80 | H & S support | DD |
| Everflow | 27.49 | 0.00 | 27.49 | Town hall water | DD |
| Everflow | 9.16 | 0.00 | 9.16 | Cemetery water | DD |
| AMS | 10.00 | 2.00 | 12.00 | Vehicle tracking | DD |
| Chess | 33.49 | 6.70 | 40.19 | Telephones | DD |
| Contact Cleaning | 15.00 | 0.00 | 15.00 | Town Hall window cleaning | Bacs |
| LALC | 160.00 | 0.00 | 160.00 | CiLCA Training 7 & 21 Nov | Bacs |
| Allstar | 65.24 | 13.05 | 78.29 | Fuel | DD |
| Allstars | 43.58 | 8.71 | 52.29 | Fuel | DD |
| Glendale Grounds | 640.99 | 0.00 | 640.99 | Grass cutting November | Bacs |
| MG Skip Hire | 210.00 | 42.00 | 252.00 | Cemetery skips | Bacs |
| LGRC | | | | Locum clerk | suspended |
| LGRC | | | | Locum clerk | suspended |
| LGRC | | | | Locum clerk | suspended |
| Parish Online by GeoXphere | 89.00 | 17.80 | 106.80 | Mapping Service | Bacs |
| Lights4fun | 233.34 | 46.66 | 280.00 | Roundabout Xmas lights | Bas |
| T Littler | 25.00 | 0.00 | 25.00 | Market Stall Refund | Bacs |
| PG&C Nottingham Ltd | 16.00 | 3.20 | 19.20 | Bin Bags | Bacs |
| Mole | 66.12 | 13.22 | 79.34 | Weedkiller | Bacs |
| The Stamford Marquee Co | 994.00 | 198.80 | 1,192.80 | Xmas Market Marquee Hire | Bacs |
| Glasdon Uk Ltd | 189.76 | 37.95 | 227.71 | Dog Waste Bin | Bacs |
| David Palmer Tree Services | 190.00 | 0.00 | 190.00 | Tree surgery on Glebe Park | Bacs |
| Bates Environmental | 95.00 | 19.00 | 114.00 | Removal 1000galls frm tank | Bacs |
| Viking | 77.03 | 12.19 | 89.22 | Stationery | Bacs |
| S. Lydford | 88.20 | 0.00 | 88.20 | Expenses | Bacs |
| | | | | Cemetery Gates opening | |
| T. Beck | 44.00 | 0.00 | 44.00 | Oct | Bacs |
| | | | | Cemetery Gates opening | |
| T. Beck | 44.00 | 0.00 | 44.00 | Nov | Bacs |
| Cllr V Moran | 7.20 | 0.00 | 7.20 | Expenses (EMCLH Seminar | Bacs |
| Be Wiser | 785.68 | 0.00 | 785.68 | Vehicle insurance | Bacs |
| Peterboro Grass Machinery | 4.19 | 0.84 | 5.03 | | Bacs |
| CLH Environmental Solutions | 30.00 | 0.00 | 30.00 | Internal Audit of Accounts | Bacs |
| St Johns Ambulance | 138.00 | 27.60 | 165.60 | Cover for Christmas Market | Bacs |

| | | | | | |
|--------------------------|------------------|---------------|------------------|---------------------------------|------|
| Deepings Community Trust | 60.00 | 0.00 | 60.00 | Use of Hall Catering for 2 x | Bacs |
| Christine Halls | 250.00 | 0.00 | 250.00 | Remembrance | Bacs |
| Mrs JL Blades | 77.50 | 0.00 | 77.50 | Cleaning Services | Bacs |
| There But Not There | 20.12 | 4.02 | 24.14 | Name blocks x 2 | Bacs |
| Grimsthorpe & Drummond | 460.00 | 92.00 | 552.00 | Christmas Tree | Bacs |
| Branch Bros | 115.51 | 23.09 | 138.60 | Aggregates & sundries | Bacs |
| | <u>16,037.18</u> | <u>607.63</u> | <u>16,644.81</u> | | |

Income

| | | | | |
|------------------|-----------------|--|--|-----------------------|
| SKDC | 1,670.63 | | | Public Toilets Refund |
| Christmas Market | 1,359.00 | | | |
| | <u>3,029.63</u> | | | |