

**MINUTES OF THE MEETING HELD AT THE DANNY FLEAR COMMUNITY CENTRE
ON TUESDAY, 19th JUNE 2018 at 7.30pm**

PRESENT:

Parish Councillors: N Marshall (Chairman), P Bedford (Boston Borough Councillor),
J Godwin, R Pearson, S Pearson, M Sheldon and J Tillson
Lincolnshire County Councillor P Skinner
Mrs J Barnes (Clerk)

- 1 **APOLOGY** received from Parish Councillor K Rackham who requested six month sabbatical owing to family illness. This was accepted.

- 2 **NO POLICE REPORT**
(email received from PCSO K Rayment with apologies and the following incidents. Three incidents of anti-social behaviour two on Church Road and one on Drove Road; six incidents of violence, four on Church Road and two on Croppers Lane; one domestic in Grovefield Lane; three suspicious circumstances on Church View, Croppers Lane and Freiston Ings. Also, two transport hazards on Church Road and one traffic offence on Croppers Lane).

- 3 **MINUTES**
 - 3.1 The minutes of the Annual General Meeting held on the 15th May having been previously circulated were approved.
 - 3.2 The minutes of the meeting held on the 15th May having been previously circulated were agreed and signed by the Chairman.

- 4 **MATTERS ARISING**
 - 4.1 Churchyard Trees – Councillor S Pearson stated that work was still in progress on the trees.
 - 4.2 Church End Road – No response had been received in connection with any work being done. Councillor Skinner was requested to make further enquiries.

- 5 **NO DECLARATIONS OF INTEREST**

- 6 **PLANNING**
 - 6.1 B/17/0479 –The application for siting of one static caravan for residential use and temporary siting of two touring caravans for residential use at land adjacent to 10 Grovefield Lane for Mr J T Chambers had been refused.
 - 6.2 B/18/0180 – The application for removal of roof over detached and construction of replacement roof, and internal alterations to change of use of garage to mixed C3 (residential) and Class B1A (office for business use) at Butterfields, Church Road for Mr & Mrs W Butterfield was discussed. Concern was mentioned as to why mixed C3 (residential) was in the application as the plans are only for an office and room for business use. It was noted that a previous application (B/11/0341) for further residential use had been refused.

- 6.3 B/15/0428/CD1 – Application to have details approved relating to condition 4 (contaminated land investigation) of planning permission B/15/0428 – construction of 1 no detached dwelling, demolition of existing outbuildings and new separate replacement garage to serve Hillcrest, Church Road had been submitted.

(Noted no paperwork had been received by the Parish Council – this apparently is normal practice when it relates to condition approval. Noted that the original plan had been approved with the condition that a contaminated land investigation takes place, this had now been done)

7 PARISH MATTERS

- 7.1 **Highways** – Councillor Pearson stated that he was continually reporting pot holes and it was noted that work on Oak House Lane and Butterwick Road had been completed. Work was still outstanding on Church End Road.

Councillor Tillson stated that the large pot hole at the top of Swandyke Lane had been filled and he had reported the long grass on the junction with the main road which was affecting visibility.

Councillor Skinner was requested to make enquiries regarding lines and a bus stop box for Church Road.

Mention was made that flowers had again been left on the Hobhole Bridge on the Main Road. The clerk agreed to contact Lincolnshire County Council.

- 7.2 **Freiston Hall School** - Two more meetings had been held, parking had slightly improved and smoking outside the premises was still an issue. A further meeting had been arranged and monitoring the situation would continue.
- 7.3 **Parish Liaison Meeting** – Councillor Marshall together with the clerk had attended the meeting on the 24th May. This covered Community Engagement, presentations from Community Lincs, Lincolnshire Association of Local Councils and the Lincolnshire County Council Communities Team. Feedback was given on the Parish Council Newsletter which is forwarded by the clerk to councillors. A presentation was also given on Data Protection.
- 7.4 **RSPB Freiston Shore Nature Reserve** – It was noted that signs had been put up indicating that there would be a parking charge for non-members. Councillor Bedford was making enquiries.
- 7.5 **Risk Assessment** - The clerk stated that in consultation with the Chairman this had been looked at in detail. VAT and the Data Protection Laws had now been added. This was agreed and the document would be added to the parish website.
- 7.6 **Financial Regulations** – The clerk stated that in consultation with the Chairman this had now been tidied up. This was agreed, and the document would be added to the parish website.

8 NEW DATA PROTECTION LAWS (GDPR)

- 8.1 A GDPR Toolkit for local councils had been received from the National Association of Local Councils and customised versions of all the key documents had now been produced. It was noted that all documents would be reviewed regularly and added to or amended as appropriate.
- 8.2 The councillors adopted the new laws which came into effect on the 25th May 2018 and were given copies of the Privacy Notice, Data Protection Policy, Subject Access Request Procedure, Data Breach Policy and the Records Retention Policy. All councillors present signed the declaration and completed the Security Compliance Checklist, which would be updated accordingly.
- 8.3 The documents would be published on the parish website.
- 8.4 In line with regulations the parish council would be registered with the ICO.

9 CORRESPONDENCE

- 9.1 Lincolnshire Road Safety Partnership – An update had been received, and further information was being requested on the Parish Volunteer Speed Checks, together with other local parish councils.
- 9.2 South East Lincolnshire Local Plan – A further consultation was to be held on the ‘Main Modifications’ from 16th July to 28th August 2018.

10 FINANCE

- 10.1 The clerk was pleased to report that the Internal Audit had now been completed and returned with no issues. The documents had now been posted to the External Auditors.
- 10.2 Audit Publication – To comply with regulations all the unaudited accounts had been published on the noticeboard and the website.
- 10.3 The Clerk presented the up-to-date accounts, together with an update of the precept spending to date and evidence of the bank balance
- 10.4 The following payments were discussed and agreed.

Payment	Details	Amount	VAT
BACS	Amy Pearson – Litter Picking	£65.00	
BACS	Witham Fourth DIDB (allotment rates)	£95.05	
BACS	Evelyn Sands (internal audit)	£180.00	
Cheque 0547	R A Hackett (Churchyard Trees)	£1800.00	£300.00
BACS	SJG Electrical (Danny Flear)	£226.55	£37.76
BACS	J Barnes (salary and expenses)	£908.68	
BACS	HMRC (income tax)	£23.00	
BACS	Date Protection Fee - £40	Approval given	

Freiston Parish Council

11 DATE OF NEXT MEETING

The next Council meeting would be held at the Danny Flear Community Centre on Tuesday, 24th July 2018 at 7.30 pm.

12 ANY OTHER BUSINESS

- 12.1 It was agreed that a thank you should be sent to North Sea Camp for supplying the plants for the area of the War Memorial.
- 12.2 It was agreed that the Parish Council would pay for the service and maintenance of the Adult Equipment on the Playing Field.

There being no further business the meeting closed at 8.15 pm.

Signed: Councillor N C Marshall (Chairman)

Date: 24th July 2018