

# PINCHBECK PARISH COUNCIL

**COUN. MRS. E. Beavis** presided at an Extra-Ordinary Parish Council Meeting held at the Pinchbeck Community Hub & Library, Knight Street, Pinchbeck on Monday 15<sup>th</sup> January 2018 commencing at 7.30 p.m.

Attending were:

Coun. J. Avery  
Coun. A. Chamberlain  
Coun. D. Dickens (Joined the meeting at 7.50 p.m.)  
Coun. R. Dobbs  
Coun. D. Houghton  
Coun. P. Posey  
Coun. P. Ruysen  
Coun. L. Tetherton  
Together with Clerk Mrs. Barbara Camps

**APOLOGIES FOR ABSENCE** were received from Coun. Mrs. L. Andrew, Coun. J. Allen, Coun. A. Bowser and Coun. M. Chappell,

## **2. DECLARATION OF INTERESTS FROM MEMBERS**

None were registered.

*Prior to this next agenda item, the Chairman Coun. Mrs. E. Beavis left the meeting. Coun. Mrs. L. Beavis stated that she was Church Warden to the St. Mary's Parochial Church Council but had no pecuniary interest.*

## **3. TO DISCUSS AND REPLY TO A LETTER FROM THE PAROCHIAL CHURCH COUNCIL FOR THE PARISH OF ST. MARY'S CHURCH, PINCHBECK RELATING TO THE RESPONSIBILITY OF THE PINCHBECK CHURCHYARD, INCLUDING THE WALL**

Received from St. Mary's Parochial Church Council was a formal notice which was served under Section 215(2) of Local Government Act 1972. A copy of this letter was circulated to all present. This notice was created in response to a meeting of the St. Mary's Parochial Church Council of Monday 27<sup>th</sup> November 2017 when it was resolved that Pinchbeck Parish Council be requested to take over the maintenance of the Churchyard with effect from the 10<sup>th</sup> March 2018. Clerk advised, as she had informed previously, that if the Parish Council were not to take on board the contents of the letter, then the Parochial Parish Council could then pass on the order to South Holland District Council who would, it was understood, be made responsible for the required maintenance but the costs of such would be passed on to Pinchbeck Parish Council.

It was agreed that upon the proposition of Coun. P. Ruysen and seconded by Coun. A. Chamberlain that the Clerk write to the Parish Council solicitor and seek the legal situation regarding the request from the Parochial Church Council.

Concern was raised from the floor regarding the safety of the Lych Gate to which Coun. L. Tetherton stated that the Lych Gate was included as being part of the Church building itself and did not therefore come within the responsibilities of the St. Mary's Churchyard.

Clerk to write to the St. Mary's Parochial Church Council advise them the Parish Council are seeking legal advice.

*The Chairman, Coun. Mrs. E. Beavis rejoined the meeting.*

## **4. BLUE GOWT ALLOTMENT FIELD – DISCUSS THE USE OF THE FIELD WHILST DRAWINGS/PLANS ETC. DRAWN UP FOR PROPOSED NEW BURIAL GROUND.**

There was a short discussion about the drawing up of sketch plans in readiness for a meeting with Mr. Lewis Smith from Robert Doughty Architects who have been given the contract to create plans. It was agreed, upon a majority vote with Councillor L. Tetherton and Councillor D. Dickens voting against, that the clerk to create a sketch of the layout of the field. This sketch to be then to be presented at a Burial Committee meeting and subject to their approval the clerk to meet with Mr. Lewis Smith to pass on details.

Clerk advised that the tenant to the allotment field had vacated the field as from October 2017 in accordance with the Notice to Quit which had been sent by the Parish Council. It was agreed that the tenant be invited back to take over the land until 10<sup>th</sup> October 2018.

**5. CIRCULATION OF STANDING ORDERS AND NEW PARISH COUNCIL POLICY DOCUMENTS IN PREPARATION FOR ADOPTION BY THE PARISH COUNCIL AT THE FORTHCOMING FULL COUNCIL MEETING SCHEDULED FOR 29TH JANUARY 2018.**

All Members present were presented with the following Parish Council documents in preparation for adoption at the forthcoming scheduled Parish Council of Meeting on 29<sup>th</sup> January 2018,

Standing Orders  
Legal Topic Note (LTN1) Council's Power to Discharge their Function  
Legal Topic Note (LTN04) Delegation of Decision Making to Chairman or Committee  
Press & Media Policy  
Grievance Policy

Clerk advised that if there are any areas that councillors are not happy with then they need to advise the clerk via email within the next seven days. For councillors who are not present at this meeting, they will be requested to call into the office to collect their copies.

**6. PREPARING FOR GENERAL DATA PROTECTION REGULATIONS AND APPOINTMENT OF DATA PROTECTION OFFICER**

Information had filtered through from various government agencies regarding updates to the Data Protection Regulations and the requirement for the Parish Council to appoint a Data Protection Officer

It was proposed by Coun. R. Dobbs and seconded by Coun. J. Avery that the Clerk be appointed as Data Protection Officer until as such time future guidance suggested that it may be required for this role to be administered by a third person who is detached from the Parish Council.

Clerk advised that she had very little information regarding personal data on anyone in the Parish Council office.

*For the following Agenda item, it was proposed by Coun. A. Chamberlain and seconded by Coun. J. Avery that for the following agenda item, the Parish Council go into closed session, therefore excluding the public.*

**7. UPDATE AND RECEIVING CORRESPONDENCE FROM PARISH COUNCIL SOLICITORS REGARDING THE SALE OF LAND – SIX HOUSE BANK/DOVEHIRNE DRAIN**

**8. TO CONSIDER FOLLOWING PLANNING APPLICATIONS AS FOLLOWS:**

The following planning application was recommended for approval:

H14-187-18 – Former Glen Farrow premises, Off Spalding Road – Demolition and erection of residential development.

To Consider Appeal to the Planning Inspectorate relating to original Planning Application:

H14-0925-17 – Munro Medical Centre, Church Walk – Extension to existing. - Clerk to send through comments on this appeal as and when it has filtered through from the Planning Inspectorate, giving the same comments as per the former planning applications received.

There was no further business before the meeting and it therefore concluded at 8.55 p.m.