

MINUTES OF THE BUTTERWICK PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON TUESDAY, 12th JUNE 2018 AT 7.30 pm

PRESENT:

Parish Councillors: A Gosling (Chairman), K Forman, M Knowles, N Donnelly, L Pearson, C Smith and A Quickfall
Boston Borough Councillor P Bedford
Lincolnshire County Council P Skinner
5 members of the Public

1 APOLOGIES were received from Boston Borough Councillor F Ransome.

2 NO POLICE MATTERS

(Report received from PCSO K Rayment on the 15th June 2018. She had reported on one incident of anti-social behaviour in Sea Lane; two incidents of criminal damage in St Andrew's Road and Sea Lane; one concern for safety on Peter Paine Close and one suspicious circumstance in Vinters Way.

3 MINUTES

3.1 The minutes of the Annual General Meeting held on the 8th May having been previously circulated were approved.

3.2 The minutes of the meeting held on the 8th May having been previously circulated were agreed and signed by the Chairman.

4 MATTERS ARISING

4.1 Councillor Training – It was reported that both Councillors Pearson and Quickfall were booked into the training on the 13th June.

4.2 Emergency Planning Group – Councillor Knowles stated he had sent his apologies as he was unable to attend the meeting.

5 NO DECLARATIONS OF INTEREST

6 PLANNING

6.1 B/17/0315 – No final decision had yet been made on the outline application for 7no affordable dwellings with matters relating to layout, scale, appearance, landscaping and access reserved for later consideration at land off Girls School Lane, for Mr R Pearson had been discussed at a Planning Meeting of Boston Borough Council. The committee have resolved to grant approval, subject to the signing of the legal S106 agreement.

6.2 B/17/0316 – No final decision had yet been made on the outline application for 7no affordable dwellings and 2no market dwellings with matters relating to layout, scale, appearance, landscaping and access reserved for later consideration at land off Girls School Lane, for Mr & Mrs P Pearson had been discussed at a Planning Meeting of Boston Borough Council. The committee have resolved to grant approval, subject to the signing of the legal S106 agreement.

- 6.3 B/18/0090 – The application for change of use from agricultural to Class B1 and Class B8 for the parking and storage of RVs and caravans at The Old Mill Site, Mill Lane for Mr A J Evans had been refused.

7 PARISH MATTERS

- 7.1 **Highways** – Councillor Quickfall stated that some work had been done on Church Road but the pot holes on Spital Hill Road were still outstanding.
- 7.2 **Risk Assessment** - The clerk stated that in consultation with the Chairman this had been looked at in detail. The Defibrillator, VAT and the Data Protection Laws had now been added. This was agreed and the document would be added to the parish website.
- 7.3 **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.
- 7.4 **Defibrillator** – Darren Dower had informed the council that he had checked the defibrillator and everything was in good order. It had not been used so far and the pads are still in date.
- 7.5 **Parish Liaison Meeting** – Councillors Gosling and Forman 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.

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 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 would be 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.

