

Minutes of the remote Parish Council meeting held on Tuesday 7th July 2020

Public Forum

There was one member of the public present who spoke in support of his application for Co-option for Councillor for Gunby and Stainby agenda item 2020.34.

Councillors: C Hainsworth, C Russell, G Henton, A Bouvie, R Brocklebank, M Ramage, L Bennett, J Clark, D Cox & L McShane. Councillor Ramage left the meeting at 20.54hrs.

In Attendance

Sue Grant Parish Clerk. District Councillor D Bellamy and County Councillor Bob Adams. Councillor Adams left the meeting at 20.30hrs.

Agenda Item No	Item	Action By
2020.30	Apologies for absence: Councillor J Skelton, valid reasons.	
2020.31	Chairman's Remarks: Chair to the Council Caroline Hainsworth welcomed everyone to the meeting and said it was nice to see that everyone was on board with Zoom and that she had nothing to report other than there was a full agenda.	N/A
2020.32	Declarations of Interest in accordance with the LGA 2000. None	N/A
2020.33	Approval of the Minutes of the previous meeting: <u>It was proposed, seconded and Resolved</u> Councillor L Bennet abstained all other Councillor's agreed that the official minutes of the meeting of the Parish Council held on 2 nd June 2020 be approved as a correct record and duly signed and dated by the Chairperson.	Clerk
2020.34	Co-option for Councillor for Gunby & Stainby. It was proposed, seconded and Resolved Mr Chris Poole was unanimously Co-opted as Councillor for Gunby & Stainby. Mr Poole observed the meeting until 21.21hrs when he left.	
2020.35	County/District Councillor Report Councillor B Adams Report:- Firstly Councillor Adams welcomed Mr Poole to the Council then reported on:- <ul style="list-style-type: none"> • County Council finances - Although the County Council's finances were better than many the financial implications of the COVID-19 pandemic were unknown. • New Highways Contractors – Initial reports had been good but there were now some discrepancies which Councillor Adams said he would take forward. • S18/2237/PL/0076/18 Skillington Quarry Planning Decision with conditions – A short discussion took place and Councillor Adams explained that H.G.V. traffic pinch points had been identified in the Colsterworth and District Parish. There should be increased monitoring by the Police, Lincolnshire Road Safety Partnership (L.R.S.P.) and the quarry Operations Management. Councillor Hainsworth offered to assist with compiling data, photographs etc. Councillor Adams emphasized the importance of residents to be vigilant and report any breaches of the conditions imposed. District Councillor D Bellamy Report:- <ul style="list-style-type: none"> • Licensing Application the old Co-op:- A discussion took place on the traffic issues on the High Street. Councillor Hainsworth stated that the Highways & Footpaths report had already captured the traffic issues on the High Street for over two years and were already with Lincolnshire Highways Department and L.R.S.P. • S20/0129 Consultation – Proposed concrete block manufacturing facility:- This was not imminent to be on the agenda for the Planning Committee giving time for consultation. Councillor Hainsworth commented that she had been happy with the communication with the applicant's agent and that the application would be discussed in the September meeting. 	N/A

Agenda Item No	Item	Action By
2020.36	<p>To agree the Code of Conduct, Communications, Social Media and Financial Reserves policy review.</p> <ol style="list-style-type: none"> 1. Code of Conduct 2. Communications Policy 3. Social Media Policy <p><u>It was proposed, seconded and Resolved</u> Policies 1,2 & 3 were existing policies Proposed by Councillor Clark and seconded by Councillor McShane then unanimously approved.</p> <ol style="list-style-type: none"> 4. Financial Reserves Policy <p><u>It was proposed, seconded and Resolved</u> Unanimously approved.</p>	Clerk
2020.37	<p>To agree the request of a £150 contribution towards the cost of maintaining the churchyard at St. Peter's, Stainby with respect to the ever-increasing cost of grass cutting.</p> <p><u>It was proposed, seconded and Resolved</u> Unanimously approved subject to invoices being provided. This is an open Churchyard and the grass cutting is still the responsibility of the Parish Council.</p>	
2020.38	<p>Request for Stamford Road allotment holders to use hosepipes to water the allotments in addition to filling the water butts. (Cllr Cox)</p> <p><u>It was proposed, seconded and Resolved</u> Unanimously approved on a trial basis with water usage to be reviewed in January 2021 in line with the allotment rent review or remove the facility if the water cost is deemed excessive.</p>	
2020.39	<p>To agree the contractor to cut back the overgrown vegetation and removal of Sycamore tree along the disused footpath from the Bowls Club to Rope Walk to allow the homeowner access to replace the fence panels on their property.</p> <p><u>It was proposed, seconded and Resolved</u> A discussion took place regarding the fixed price quote which did not make specific reference to the trees. Councillor Ramage left the meeting at 20.54hrs. It was then agreed to progress the work with our obligations as a Parish Council and defer to the September meeting.</p>	
2020.40	<p>To agree the request from the Colsterworth and District Youth Committee for the Parish Council to purchase an Accessible Round about on the Colster Way Play area. A grant would be given to the Parish Council to cover the net cost.</p> <p><u>It was proposed, seconded and Resolved</u> Agreed to defer to the September meeting.</p>	Clerk
2020.41	<p>To agree the request from Chris Kennedy, Roll and Scroll to donate and fit the following:-</p> <ul style="list-style-type: none"> • A 4ft Captain Tom bench for Bourne road to replace the one that has fallen into disrepair. Nil cost to the PC. • A 6ft blue NHS bench, with commemorative brass plaque, for all those that lost their lives during the pandemic. It is proposed that we replace the existing serviceable bench between the doctor's surgery and the pub. The serviceable bench can be relocated, this would be at the Parish Council cost, in the region of 100 if the bench were to be kept, if not then nil cost to the PC. • A 4ft blue NHS bench donated to Gunby, location to be determined subject to a Church committee meeting to discuss this option. <p><u>It was proposed, seconded and Resolved</u> Unanimously agreed.</p>	
2020.42	<p>To agree a request for two additional dog waste bins and dog waste bag dispensers. One at the bottom of the railway line, steps</p> <p><u>It was proposed, seconded and Resolved</u> The majority voted against and to forward agenda to September to explore an alternative solution.</p>	

Agenda Item No	Item	Action By
2020.43	<p>To propose a COVID-19 risk assessment is carried out on each play area and outdoor gym by the Clerk and two Councillors and agree what realistic social distancing measures can be put in place for when play areas and outdoor gyms can re-open. Setting a budget of £250. Subject to the completion and receipt of the 2020 annual RPII (Register of Play Inspectors International) report.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed. Councillors J Clark, R Brocklebank, L Bennett and D Cox all agreed to assist the Clerk in completing the risk assessments.</p>	
2020.44	<p>Risk Exception Report No changes reported for this month.</p>	
2020.45	<p>Clerks Report to</p>	
	<p>Overgrown hedge and footpath Water Lane outside Woolsthorpe Manor. The National Trust contacted, and arrangements made to tidy up the footpath and cut back the hedge after nesting season. For now any long unsightly branches will be cut back.</p>	Clerk
	<p>Dog waste bin recited on the Nature Trail to take the excess dog waste which has been left on the ground when the new dog waste bin is full.</p>	Clerk
	<p>The hedge on the junction Post Lane and Stainby road has been cut back by the farmer. Thank you to Mr Thompson.</p>	
	<p>Rubbish and fly tipping removed by skip from Stamford Road allotments. Thank you to the allotment holders that assisted with this.</p>	Clerk
	<p>Overgrown vegetation on Footpath 19 reported to LCC ROW. Priority 2 response received for the footpath vegetation to be cut back. Email received 30/06/2020 from LCC ROW that the issues had been dealt with.</p>	Clerk/LC C
	<p>Several dead trees on the Nature Trail have been kindly been removed by Kev Russell (KWR) at no cost to the Parish Council.</p>	
	<p>Reports of the safety tape and cable ties had been removed from the gate on Colster Way play area and youths on the play area. The Clerk replaced the safety tape.</p>	Clerk
	<p>Fly tipping (tv aerial mast) on Colster Way Green. Reported to SKDC Ref 1840451. Bags of rubbish left in bus shelter Bridge End, reported to SKDC ref 1840468.</p>	Clerk
	<p>Play areas remain closed until the Annual Independent inspection BS EN1176 has been carried out by Wicksteed to ensure the safety of the sites. The inspection was scheduled for March 2020 but cancelled due to COVID-19. The inspection is now scheduled for Wednesday 8th July but we need to wait for the report and do a risk-assessment before they can re-open.</p>	Clerk & Cllr's
	<p>Correspondence</p>	
	<p>Report of pot-holes on Back Lane & Woodlands Drive. Fix my Street reports made 372227.</p>	Clerk
	<p>New Model Code of Conduct Consultation received. Colsterworth and District Code of Conduct is under review.</p>	Clerk
	<p>Licensing Application old Co-op, High Street, Colsterworth. Concerns re proposed opening hours and parking.</p>	Clerk
	<p>Email received regarding damaged street lamp School Lane and poor state of repair of footpaths in and around School Lane. Clerk attended and Street Lamp 70 reported to SKDC as damaged in need of repair.</p>	Clerk
	<p>Email confirmation that the Annual Governance and Accountability Return (AGAR) Part 3 for Colsterworth and District Parish Council and the AGAR has been received and now in the queue for processing.</p>	Clerk
	<p>Email from LCC Parish Grass cutting agreement regarding the North Witham verges which on their inspection were found to be longer than expected. The Clerk has contacted the current contractor to make them aware and arrange for the grass to be cut.</p>	Clerk
	<p>Report of dog fouling not being picked up on Newton way and the Nature Trail. Dog fouling can be reported on the SKDC website.</p>	Clerk
	<p>Two enquiries regarding allotment vacancies placed on the waiting list.</p>	Clerk
	<p>ORGANISATION RESPONSIBLE FOR RESTRICTION: LCC REASON FOR RESTRICTION: Footbridge Replacement Works LOCATION & NATURE OF RESTRICTION: Road Closure Order in place on: Church Street (Between 250 meters & 350 meters North of Rectory Lane/Water Lane)</p>	LCC

Agenda Item No	Item	Action By
	PERIOD OF RESTRICTION: 27/7/2020 to 17/8/2020 (Restrictions to be implemented as & when required during this period, signage detailing accurate dates & times will be displayed on site in advance) ALTERNATIVE ROUTE/ACCESS ARRANGEMENTS: Diversion routes & vehicular/pedestrian access arrangements will be signposted This information is also available in map form at https://roadworks.org/ If you have any queries, or require further information, please contact the LCC Customer Service Centre on 01522 782070.	
	Report of a drone being flown over Stamford Road allotments. Clerk investigating.	Clerk
	Email received regarding the old Co-op store potentially re-opening as a convenience store.	Clerk
	Request to run a outdoor Yoga session at Woolsthorpe Play Area within government COVID-19 guidelines. Agreed subject to Yoga teacher having relevant insurance.	Clerk
	Request from Nature Trail ranger to purchase 5 x safety glasses, 1 x bow saw blade and 10 ladies safety gloves from the budget at a cost of £79.85 exl vat.	Agreed from budget.
	Email received on 7 th July 2020 from Hughes Craven Ltd agents for planning application S20/0129 asking for this to be discussed at the Parish Council meeting later that same evening. This was covered at the previous agenda item 2020.35.	Forward agenda to September.
	Planning Applications:	
	SKDC Applications	
S20/0959	Proposed single and two storey extension to rear. 12 Stamford Road, Colsterworth, NG33 5JD,	
S20/9044	Erection of garage/workshop. 12 Stamford Road, Colsterworth, NG33 5JD,	
S20/1023	Demolition of existing building and erection of a new detached building.27 Bridge End, Colsterworth, NG33 5NZ.	
S20/0681	To remove window and replace with door, insertion of ground floor window to rear elevation. 14 Stamford Road Colsterworth, NG33 5JD.	
S20/0586	Proposed rear extension to dwelling. 9 Woodlands Drive Colsterworth Lincolnshire	
	SKDC Permission	
S20/0742	Non material amendments to S19/1709 (Reserved matters for the erection of five dwellings pursuant to S18/2337) Amendments include changing gable roof of Plot 4 Bedroom 2 and repositioning Plot 3 on the plot to improve rear garden. Woodyard rear of 13-17 Stamford Road.	
	SKDC Approval	
S20/0748	Two Storey Extension & Alterations to Rear Entrance and Utility Room. Tower Hill Farm Water Lane Stainby NG33 5QY	
S20/0129	Consultation - Land south of A151, Colsterworth. Proposed concrete block manufacturing facility.	
	SKDC Appeal	
	None	
	SKDC Withdrawal	
	None	
	LCC Planning Approval	
S20/0515 PL/0009/20	DEVELOPMENT: FOR THE PROPOSED ALTERATIONS AND EXTENSION OF WINDROW COMPOSTING FACILITY INCLUDING FORMATION OF HARDSTANDING, LANDSCAPED BUNDING AND DRAINAGE SYSTEM TO ALLOW PROCESSING OF 45,000 TONNES OF ORGANIC MATERIAL PER ANNUM LOCATION: NEW EARTH SOLUTIONS (WEST) LTD, LAND OFF HONEY POT LANE, NORTH WITHAM	
PL/0076/18	DEVELOPMENT: APPLICATION FOR THE DETERMINATION OF NEW (UPDATED) CONDITIONS TO WHICH A MINERAL SITE IS TO BE SUBJECT (LAND SUBJECT TO THE MINISTER OF HOUSING AND LOCAL GOVERNMENT DECISION LETTERS DATED 10 SEPTEMBER AND 21 AUGUST 1961 - REFERENCE DA9 AND DA11) LOCATION: PROPOSED SKILLINGTON QUARRY, LAND TO THE EAST AND WEST OF SKILLINGTON ROAD, COLSTERWORTH	

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S18/2237 PL/0076/1 8	Decision with conditions. Proposed Skillington Quarry, land to the east and west of Skillington Road, Colsterworth																																																																	
Group Reports:																																																																		
2020.46	2020.46.1 Highways & Footpaths Working Group (Cllrs Bennett, Clark and Hainsworth,) The Highways and Footpaths report had been submitted by Councillor Hainsworth and displayed on the website by the Clerk.																																																																	
	2020.46.2 Environment & Amenities Working Group Report 1. War Memorial Grant Application Update (Cllr Ramage) The project has been COVID-19 affected, progress report for September 2020 meeting. 2. New Play Equipment for North Witham. North Witham Play Area working Party Update (Cllrs JC, CH & AB) Councillor Clark reported that North Witham Village Hall now has a post code. Feedback on the draft lease prepared by the Parish Council was expected soon. Councillor Hainsworth reminded Councillor Clark of the timeframe for the grant application was the end of August 2020.																																																																	
2020.46.3	Finance and Administration Committee Report (Cllrs Ramage, Hainsworth, McShane and Bouvie) Previously circulated and posted on the website. <ul style="list-style-type: none"> • SCRIBE Report 'Net Position by Cost Centre and Code'. Previously circulated • Payments and Receipts up to 26.06.2020. Previously circulated. 																																																																	
2020.47	<p>Finance: Approve Accounts for Payment for June 2020 <u>It was proposed, seconded and Resolved</u> Unanimously approved. <u>Online Payments</u></p> <table border="1" data-bbox="331 1122 1385 1189"> <thead> <tr> <th>Date of payment</th> <th>Payee Name</th> <th>Details</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td colspan="4">Finance: Approve Accounts for Payment for June 2020 <u>Online Payments</u></td> </tr> <tr> <th>Date of payment</th> <th>Payee Name</th> <th>Details</th> <th>Amount</th> </tr> <tr> <td>08/07/2020</td> <td>Stuart Whitcombe</td> <td>In Touch Editing October Issue</td> <td>£60.00</td> </tr> <tr> <td>08/07/2020</td> <td>Community Heartbeat</td> <td>4 x Defibrillator pads</td> <td>£171.60</td> </tr> <tr> <td>09/07/2020</td> <td>Buildbase</td> <td>6 yard skip hire Samford Road Allotments</td> <td>£210.00</td> </tr> <tr> <td>10/07/2020</td> <td>Parsons Containers Ltd</td> <td>U Hold The Key Storage</td> <td>£57.74</td> </tr> <tr> <td>11/07/2020</td> <td>Streetwise Environmental</td> <td>Grass cutting</td> <td>£208.80</td> </tr> <tr> <td colspan="3" style="text-align: right;">Sub Total</td> <td>£708.14</td> </tr> </tbody> </table> <p>Cheques</p> <table border="1" data-bbox="331 1760 1385 2150"> <thead> <tr> <th>CHQ NUMBER</th> <th>SUPPLIER</th> <th>DETAILS</th> <th>VALUE</th> </tr> </thead> <tbody> <tr> <td>103821/103822</td> <td>Parish Council</td> <td>Staff Wages and expenses</td> <td>£1,435.37</td> </tr> <tr> <td>103823</td> <td>HMRC</td> <td>PAYE 1st Qtr</td> <td>£495.46</td> </tr> <tr> <td>103824</td> <td>Harrison Print</td> <td>In Touch Printing June edition.</td> <td>£543.00</td> </tr> <tr> <td>103825</td> <td>Streetwise Environmental</td> <td>LCC & Village Grass cut - May</td> <td>£261.60</td> </tr> <tr> <td>103826</td> <td>Graham Brumpton</td> <td>LCC /Village Grass cut & maintenance</td> <td>£910.00</td> </tr> <tr> <td>103821/103822</td> <td>Parish Council</td> <td>Staff Wages and expenses</td> <td>£1,435.37</td> </tr> </tbody> </table>	Date of payment	Payee Name	Details	Amount	Finance: Approve Accounts for Payment for June 2020 <u>Online Payments</u>				Date of payment	Payee Name	Details	Amount	08/07/2020	Stuart Whitcombe	In Touch Editing October Issue	£60.00	08/07/2020	Community Heartbeat	4 x Defibrillator pads	£171.60	09/07/2020	Buildbase	6 yard skip hire Samford Road Allotments	£210.00	10/07/2020	Parsons Containers Ltd	U Hold The Key Storage	£57.74	11/07/2020	Streetwise Environmental	Grass cutting	£208.80	Sub Total			£708.14	CHQ NUMBER	SUPPLIER	DETAILS	VALUE	103821/103822	Parish Council	Staff Wages and expenses	£1,435.37	103823	HMRC	PAYE 1st Qtr	£495.46	103824	Harrison Print	In Touch Printing June edition.	£543.00	103825	Streetwise Environmental	LCC & Village Grass cut - May	£261.60	103826	Graham Brumpton	LCC /Village Grass cut & maintenance	£910.00	103821/103822	Parish Council	Staff Wages and expenses	£1,435.37	Clerk
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			Grand Total	£4,353.57
Cheques signed by Cllr C Hainsworth & Cllr D Cox.				
Balances @ 01/07/2020				
Income		£22,062.33		
Expenditure		£6,829.19		
Surplus/Deficit		<u>£15,233.14</u>		
Less Unpresented cheques		£4,353.57		
Surplus/Deficit		<u>£10,879.57</u>		
Community Account		£21,066.16		
Deposit Account		£54,313.17		
	Total	<u>£75,379.33</u>		
Included in balances above				
Community Fund		£193.11		
War Memorial Maintenance 2019/2020		£2,000.00		
Less PPIY first phase		-£1,954.00		
War Memorial Maintenance 2020/2021		£2,000.00		
Invest SK Grant War Memorial		£2,000.00		
North Witham Play Area		£4,000.00		
Nature Trail		£2,000.00		
Highways & Footpaths Min Ref 18/48.5		£4,977.16		
Election Costs reserves from 2019		£1,788.00		
Neighbourhood Plan		£2,000.00		
Isaac Newton Project		£1,000.00		
	Total	<u>£20,004.27</u>		
2020.48	Matters requiring attention such as potholes and faulty streetlights.			
	None.			
2020.49	Date of next Parish Council meeting is Tuesday 1 st September 2020 at 7.30pm, venue to be confirmed			
	There being no other business Chairperson C Hainsworth closed the meeting at 21.33hrs.			
	SIGNED:			
	CHAIRPERSON	DATE: 1st September 2020		
	Attendance to date (May 2020 to April 2021) – annual maximum 10 (No meeting August & January)			
	Cllr Name	Constituency	Attended	Apologies
	J Clark	North Witham & Lobthorpe	2	1
	A Bouvie	Colsterworth	3	
	Vacancy	Colsterworth		
	C Hainsworth	Gunby & Stainby	3	
	G Henton	Colsterworth	3	
	L McShane	Colsterworth	3	
	C Russell	Colsterworth	3	

	L Bennett	Colsterworth	2	1		
	Vacancy	Colsterworth				
	D Cox	Colsterworth	2	1		
	J Skelton	Colsterworth		3		
	Vacancy	Colsterworth				
	Vacancy	Gunby & Stainby				
	M Ramage	Colsterworth	3			
	R Brocklebank	North Witham & Lobthorpe	3			