

Draft Notes of the Parish Council meeting held on Tuesday 3rd December 2019

Public Forum

There were two members of the public present. First to speak was the Nature Trail Lead Ranger who discussed the low railing at the Bridge End part of the footpath. He explained that as this is a permissive footpath there is no requirement for a railing or minimum height, although 900-1000mil is recommended. He stated there were two choices one to leave it as it is or raise the height of the railing. Basic costings of materials would be around £283 excl VAT plus fixings. The volunteers are willing and able to do the work unless the Parish Council prefers to use a contractor. The volunteers could start the project in the New Year which would take a week to complete. The Chairperson thanked the representative of the Nature Trail and said the subject would be discussed later in the Parish Council meeting.

The second member of public presence stated that he was a resident of Newton Court, Colsterworth and asked what influence did the Parish Council have over the South Kesteven District Council (SKDC) going on to explain that he was their representing several of his neighbours regarding some very large trees behind their properties which were protected by Tree Preservation Orders. It was agreed that the Clerk would contact SKDC on behalf of the resident.

The public Session was extended to 7.50pm to allow the residents to speak.

Present

Councillors: C Hainsworth, C Russell, G Henton, A Bouvie, L McShane, R Brocklebank, M Ramage, L Bennett, J Clark and J Skelton. Councillor L McShane left the meeting at 9.10pm.

In Attendance

Sue Grant Parish Clerk. District Councillor Dave Bellamy and Bob Adams arrived at 8.45pm and left at 9.15pm.

Agenda Item No	Item	Action By
19.144	Apologies for absence: Councillor Derek Cox valid reasons given	
19.145	Chairman's Remarks: Chairperson Caroline Hainsworth mentioned that this was the last meeting of 2019 and the next meeting would be in February 2019 and wished everyone a good Christmas.	Clerk
19.146	Declarations of Interest in accordance with the LGA 2000. None	
19.147	Approval of the Minutes of the previous meeting: <u>It was proposed, seconded and Resolved</u> That the official minutes of the meeting of the Parish Council held on 30 th October 2019 be approved as a correct record and duly signed and dated by the Chairperson.	Clerk
19.148	County/District Councillor Report District Councillor Bellamy said there was nothing significant to report from SKDC but did mention that although he was pleased to note that Colsterworth and District Parish Council had been awarded £2,000 from the Invest SK Heritage Grant application although he was disappointed that it was not the full amount of £4,000. County Councillor Bob Adams encouraged all Councillors to download the 'Fix my Street' app onto their mobile phones.	Clerk
19.149	To resolve to investigate a potential grant to assist with the cost repairs to the Car park to Little Legs and the Bowls Club. (Cllr Brocklebank) <u>It was proposed, seconded and Resolved</u> For the Clerk to continue to make enquiries to establish ownership of the car park and forward agenda to February 2020.	Clerk
19.150	Resolve to update the CAD Emergency Plan <u>It was proposed, seconded and Resolved</u> To set up a 'Working Group' and arrange a meeting for Tuesday 21 st January 2020 to discuss the next steps.	Clerk
19.151	1. To Resolve that the Parish Council confirms its ongoing responsibility for the provision of, maintenance and inspections of the North Witham Play Area at the Village Hall <u>It was proposed, seconded and Resolved</u> Unanimously agreed.	

Agenda Item No	Item	Action By
	<p>2. To Resolve that the Parish Council sets up and co-ordinates a working group with the aim of providing new equipment and upgrade to the existing Play Area at the North Witham Village Hall (Cllr Clark) <u>It was proposed, seconded and Resolved</u> A short discussion took place and it was unanimously agreed to defer the resolution to the February 2020 meeting.</p>	
19.152	<p>Resolve to set up a Parish Council Face Book Page (Cllr Skelton) <u>It was proposed, seconded and Resolved</u> To set up a 'Working Group' and arrange a meeting for Tuesday 21st January 2020 to discuss the next steps as at minute ref 19.150.</p>	Clerk/all Councillors
19.153	<p>To agree the Clerks annual leave request. <u>It was proposed, seconded and Resolved</u> Unanimously agreed. The Clerk will ensure all routine work is completed and does not envisage any issues during her annual leave.</p>	Clerk
19.154	Clerks Report	
1	Fly tipping Appletree Court, Woolsthorpe Rd and Bridge End. Report made to SKDC who attended and removed the items.	Clerk
2	The hedge along the footpath at Ingle Court has been cut back to the height of the fence panels.	
3	The dead tree on Colster Way has been felled and removed from the area.	
4	Colsterworth Public Footpath No 1 - This field has been wheeled through for reinstatement.	Countryside Access
5	Colsterworth Public Footpath No 3 – The landowner has been contacted but they are struggling as the land is very wet, but he will try and sort out the issue.	Countryside Access
6	<p>The hedge on the footpath at Ingle Court has been cut back minute ref: October 19/120 for £240. The contractor quoted spoke to Cllrs Brocklebank and Russell and explained that due to the amount of tangled Ivy the job took much longer than he quoted for. MCS Ground Care Services have submitted a letter explaining that the job took much longer than he expected due to being so entangled and submitted second invoice of £380 to be considered by the Council.</p> <p><i>Post Meeting Note: Clerk has confirmed to Councillors that the original quotation from MCS did not include removal of the hedge trimmings. The Clerk will arrange to pay the “additional £140.00 to cover this cost in addition to the £240.00 quoted for the works. This complies with the Standing Financial Regulations (1.33)”</i></p>	Agreed for the Clerk to check the original quotation and if this did not include removal of the hedge agreed that the additional payment of £140 can be paid to MCS.
7	A request has been received from the Community Cleaners to replace the old dog waste bins with the same one installed on School Lane because the weight of the contents causes the heavy-duty plastic bag to split.	Agreed for the Clerk to arrange for replacement dog waste bins on health and safety grounds.
8	The Clerk has checked the grit bins around the Parish are full and has contacted the local farmer who looks after the parish gritter/spreader. The gritter/spreader is corroded and no longer workable.	Cllr J Clark to investigate repairing the gritter/spreader locally.
9	As per Minute Ref October 19.137. The Nature Trail leader has obtained an estimate for repairs to the railing at the Bridge End steps, £283 (excl VAT) plus fixings. See public forum above.	Agreed for the Parish Council to cover the costs to

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		enable the volunteers to complete the work in the New Year.
	19.153.1 Correspondence Received up to 21/11/19:-	
1	Invitation to continue with the Parish Agreement Scheme – Urban Highway Grass Cutting 2020/21. Deadline 31/12/19.	Clerk.
2	2020.21 Parish Precept information received from SKDC. Deadline 17/01/2020.	Clerk
3	Report of the streetlights going off at night on Colster Way. Reported to SKDC.	Clerk
4	Email received regarding Stamford Road Allotments. Reporting weeds spreading from neighboring allotment. Request for increased grass cutting frequency. Also, suggested an increase in allotment rent. To be discussed at the Environment & Amenities agenda item at December Parish Council meeting.	Clerk
5	Suggestion made to Cllr Hainsworth to investigate developing an improved hosted website. Further investigation needed.	
6	Email received asking if the speed warning sign and streetlight that was demolished in the summer is being replaced? The Clerk has contacted LCC Highways and SKDC to request replacements.	Clerk
7	Suggestion from a new allotment holder that inspections at this time of the year not a good idea due to all the rain and that February would be better as people should be getting ready to prepare for next season.	E&A WP
8	WMT Grant offer received of £1500.	Cllr Ramage.
9	Several report of bottles of urine being dumped on the verges on the Colsterworth flyover. The Clerk informed the Community Cleaners to make them aware for health and safety reasons. The Clerk reported the issue to SKDC Street Services.	Clerk
10	Letter received reporting overgrown tree on Colster Way. Fix my street report made by the Clerk.	Clerk
11	Email received reporting a overgrown hedge on the footpath Turner Close to Colster Way. The hedge has now been cut back.	Clerk
13	The application made to SKDC Heritage Alive has been successful in CAD being awarded a grant of £2,000.	M Ramage
14	Email received from the Environment Agency – Flood Warning Service encouraging people to sign up to the Flood Warning Service. A note has been placed in the December In Touch, the Clerk has signed up to the service and uploaded the information to the website under Local Information.	Clerk.
15	Email and phone call received giving positive feedback on the contractors work on cutting down the Hawthorne hedge along the footpath Ingle Court.	
16	Email from resident of Stephenson's Close, Colsterworth reporting defective street-lamp. Clerk reported this to Premier Estates.	Clerk
17	Letter from Rick Webster Grounds Maintenance in forming of change of ownership to Streetwise Environmental Trading Limited. Rick Webster will continue to oversee our current grass cutting contract.	
18	Telephone call from a resident regarding a historic discrepancy on the Old Post Lane cemetery list and plan.	Clerk to investigate and correct the information.
	19.139.2 Planning Applications:	
	SKDC Applications	
S19/1863	Two storey side extension, single storey rear extension and internal alterations. Brook House, Main Street, Gunby.	
S19/1709	Reserved matters (appearance, landscaping, layout, scale) for the erection of five dwellings pursuant to S18/2337. Woodyard At Rear Of 13-17 , Stamford Road, Colsterworth, NG33 5JD	
S19/2036	Change of use from existing (detached) stable block into residential dwelling. Fallow Hill , Bourne Road, Colsterworth, NG33 5JP.	
S19/2012	Install four electric charging stations. OK Diner, Great North Road, South Witham, NG33 5LN	
	SKDC Approval	

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S19/1561	To vary Condition 6 of planning permission S16/1951 (PL/0136/19) Land Off Honey Pot Lane, North Witham, Grantham	
S19/1572	Conversion of existing garage to living accommodation, increase height to accommodate first floor and insertion of dormer windows to front and rear. 4 Post Lane, North Witham.	
S19/1799	Conversion of existing detached garage block into granny annex include provision of new porch extension. Porters Barn, Morkery Lane, Castle Bytham, NG33 4SR.	
S19/1981	Listed Building Consent for conversion of existing double garage block into a Granny Annex including a small single storey rear extension in the curtilage of Listed Building. Porters Barn, Morkery Lane, Castle Bytham, NG33 4SR,	
	SKDC Enforcement	
	Old Co-op on the High Street. Erection of 2nd unauthorised advertisement. Advertisement board oversized	
	SKDC Appeal	
	None	
	SKDC Withdrawal	
	None	
	LCC Planning	
	None	
	Group Reports:	
19.155.1.	<p>Highways & Footpaths Working Group (Cllrs Bennett, Clark and Hainsworth,) No report this month a report will be submitted for the February 2020 meeting.</p> <p>It was agreed for Cllr Hainsworth to contact Cllr Adams to review the Parish Council's priorities in light of the amount of time these have been outstanding other issues arising. Cllr Bouvie also raised a matter relating to disabled access at the Bridge End of Woolsthorpe Road and lack of pavements to the Co-op; recently exacerbated by the rains. it was agreed that this would be included in the discussions with Cllr Adams</p>	
19.155.2	<p>Environment & Amenities Working Group Report</p> <p>1. War Memorial Grant Application Update (Cllr Ramage) Funds achieved for the first phase with grant of £1,500 WMT, £2,000 Invest SK & £2,000 ear marked funds.</p> <ul style="list-style-type: none"> • Resolve to ringfence further £2,000 in Council reserves for 2020/2021 (Phase 1b) <p><u>It was proposed, seconded and Resolved</u> Unanimously agreed.</p> <ul style="list-style-type: none"> • Resolve to provide information and updates on Colsterworth Festival of Remembrance website <p><u>It was proposed, seconded and Resolved</u> To link this with previous minute ref 19.150.</p> <p>2. Newton Project Update (Cllrs Bouvie and Hainsworth) Councillors Hainsworth and Bouvie met with Reverend Neil Griffiths who is now awaiting the outcome of grant applications.</p> <p>3. Allotments: Grass cutting, Inspections and annual rent review (Clerk's report) <u>It was proposed, seconded and Resolved</u> To defer to the February 2020 meeting.</p>	
19.155.3.	<p>Finance and Administration Committee Report (Cllrs Clark, Hainsworth, McShane and Skelton) <u>It was proposed, seconded and Resolved</u> Approved. Click Here</p> <ul style="list-style-type: none"> • Payments and Receipts for November 2019. • 	

	<ul style="list-style-type: none"> To resolve to agree the draft budget and draft Precept setting. <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously Approved budget and 2020/21 Precept setting. An inflationary increase of 2.1% (RPI October) amounts to £751. An increase in the Parish precept Band "D" rate to compensate for these changes results an increase from £48.06 to £48.61 per household per year.</p> <ul style="list-style-type: none"> To resolve to request that Skillington and Corby Glen Parish Council set up their own P.A.Y.E. with H.M.R.C for the Community Cleaners. <p><u>It was proposed, seconded and Resolved</u></p> <p>Agreed to defer to February meeting to clarify PAYE rules.</p>																																																																													
19.156	<p>Finance: Approve Accounts for Payment for November. <u>Online Payments</u></p> <table border="1" data-bbox="336 696 1366 880"> <tr> <td>04.11.19</td> <td>Stuart Whitcombe</td> <td>In Touch Editing October Issue</td> <td>£60.00</td> </tr> <tr> <td>04.11.19</td> <td>Leah Harrison</td> <td>Bugle for Remembrance Sunday</td> <td>£9.25</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td style="text-align: right;">Sub Total</td> <td>£69.25</td> </tr> </table> <p><u>Cheques</u></p> <table border="1" data-bbox="336 943 1385 1783"> <thead> <tr> <th>CHQ NUMBER</th> <th>SUPPLIER</th> <th>DETAILS</th> <th>VALUE</th> </tr> </thead> <tbody> <tr> <td>103774</td> <td>Harrison Print</td> <td>In Touch Printing</td> <td>543.00</td> </tr> <tr> <td>103775</td> <td>Rick Webster Grounds Maint</td> <td>LCC & Village Grass Cutting</td> <td>1196.40</td> </tr> <tr> <td>103776</td> <td>Lincs County Council (LCC)</td> <td>Return of payment made in error by LCC</td> <td>428.50</td> </tr> <tr> <td>103777</td> <td>MDF Plant Services Ltd</td> <td>Removal of tree from Play Area</td> <td>£336.00</td> </tr> <tr> <td>103778</td> <td>Graham Brumpton</td> <td>LCC & Village Grass Cutting</td> <td>£785.00</td> </tr> <tr> <td>103779 /10378 0</td> <td>Parish Council</td> <td>Staff wages & expenses</td> <td>£1,244.87</td> </tr> <tr> <td>103781</td> <td>Community Heartbeat Trust</td> <td>Defibrillator replacement battery C/W village hall</td> <td>£282.00</td> </tr> <tr> <td>103782</td> <td>MCS Ground Care Services</td> <td>Annual Hedge cutting & Ingle Court footpath hedge</td> <td>£780.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td>£5,595.77</td> </tr> <tr> <td></td> <td></td> <td></td> <td>£5,665.02</td> </tr> </tbody> </table> <p>Cheques signed by Cllr J Clark & Cllr C Hainsworth.</p> <p>Balances @ 29/11/19</p> <table data-bbox="336 1966 879 2143"> <tr> <td>Income</td> <td>£47,982.46</td> </tr> <tr> <td>Expenditure</td> <td>£28,367.33</td> </tr> <tr> <td>Less Unpresented cheques</td> <td>£5,665.02</td> </tr> <tr> <td>Surplus/Deficit</td> <td>£13,935.11</td> </tr> </table>	04.11.19	Stuart Whitcombe	In Touch Editing October Issue	£60.00	04.11.19	Leah Harrison	Bugle for Remembrance Sunday	£9.25											Sub Total	£69.25	CHQ NUMBER	SUPPLIER	DETAILS	VALUE	103774	Harrison Print	In Touch Printing	543.00	103775	Rick Webster Grounds Maint	LCC & Village Grass Cutting	1196.40	103776	Lincs County Council (LCC)	Return of payment made in error by LCC	428.50	103777	MDF Plant Services Ltd	Removal of tree from Play Area	£336.00	103778	Graham Brumpton	LCC & Village Grass Cutting	£785.00	103779 /10378 0	Parish Council	Staff wages & expenses	£1,244.87	103781	Community Heartbeat Trust	Defibrillator replacement battery C/W village hall	£282.00	103782	MCS Ground Care Services	Annual Hedge cutting & Ingle Court footpath hedge	£780.00								£5,595.77				£5,665.02	Income	£47,982.46	Expenditure	£28,367.33	Less Unpresented cheques	£5,665.02	Surplus/Deficit	£13,935.11	Clerk
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