

Draft Notes of the Parish Council meeting held on Tuesday 6th May 2025.

Public Forum

Cllr C Hainsworth (Chair) welcomed everyone to the meeting and invited the two members of the public present to speak.

The first member of the public spoke thanking the Parish Council for their support in objecting to the planning application for a proposed Children's Home on School Lane, Colsterworth (Planning Application S24/0203).

The second member of the public asked if a member of the Parish Council would be attending the South Kesteven District Council Planning Committee meeting at 1pm on 8th May 2025. Cllr Hainsworth said that this would be discussed as an agenda item later in the meeting. They advised that SKDC Cllr D Bellamy had submitted a written report in support of the Parish Council's objection.

The first member of the public spoke again noting that the information given on the listed buildings in the area was incorrect. A short discussion took place on Planning Regulations. It was noted that the planning officer's recommendation was to grant planning permission subject to conditions. Cllr M Childs commented that the Planning Department look at physical not social aspects of an application. Cllr C Russell commented on how steep the steps were to access the house from School Lane which would be made worse in icy conditions. The first member of the public explained that they had been present when the planning officers visited and they had difficulty in manoeuvring their vehicles to exit the drive of the property because there was no area to manoeuvre or turn vehicles round.

The public session was extended to 8.44pm to allow those present to speak. Cllr C Hainsworth thanked those present for attending the meeting and moved onto the first agenda item of the meeting.

Councillors: C Hainsworth, E O'Neill, C Rowland, C Russell, R Chatterton, M Childs, R Brocklebank and T O'Regan.

In Attendance

Sue Grant, Clerk to the Parish Council.
SKDC Cllr B Green who left at 8.43pm.

Agenda Item No	
2025.1	Apologies for absence. Cllrs A Bouvie, L McShane and D Bellamy. Valid reasons given.
2025.2	Chair's remarks. Cllr C Hainsworth (Chair) informed everyone that just prior to the start of the meeting they had received written communication from Cllr A Bouvie giving their intention to retire as a Parish Councillor.
2025.3	Declarations of interest in accordance with the LGA 2000 None
2025.4	Elections: 1 Election of Chair <u>It was proposed, seconded and Resolved</u>

Agenda Item No	
	Cllr C Hainsworth advised that they was not seeking re-election this year as Chair and Cllr C Russell nominated Cllr E O'Neill seconded by Cllr C Hainsworth. Cllr E O'Neill was unanimously voted as Chair and duly signed the Declaration of Acceptance of Office form. 2 Election of Vice Chair. <u>It was proposed, seconded and Resolved</u> Cllr E O'Neill (Chair) proposed Cllr C Hainsworth seconded by Cllr C Russell. Cllr C Hainsworth was unanimously voted as Vice Chair and duly signed the Declaration of Acceptance of Office form.
2025.5	Approval of the Minutes of the previous meeting. Cllrs E O'Neill and R Chatterton abstained as they were not present at the previous meeting, all others present agreed that the official minutes of the meeting of the Parish Council held on 1st April 2025 be approved as a correct record and duly signed and dated by the chairperson.
2025.6	Election of lead Councillors for: - 1 - Finance and Administration Committee x 4 Councillors <u>It was proposed, seconded and Resolved</u> Cllrs C Hainsworth, E O'Neill, M Childs and C Russell were duly elected. 2 - Environment and Amenities Working Group x 3 Councillors <u>It was proposed, seconded and Resolved</u> It was agreed that Cllrs would volunteer on an ad-hoc basis as and when required. 3 - Footpaths and Highways Working Group x 3 Councillors <u>It was proposed, seconded and Resolved</u> It was agreed that Cllrs would volunteer on an ad-hoc basis as and when required. 4 – Planning Committee x 4 Councillors <u>It was proposed, seconded and Resolved</u> Cllrs C Rowland, C Russell, C Hainsworth and R Chatterton were duly elected.
2025.7	County/District Councillor Report. LCC Cllr C Vernon sent their apologies. SKDC Cllr D Bellamy sent their apologies. SKDC Cllr B Green reported: - 1. They thanked the Parish Council for their patience and said they were back following the recent elections and that it was quiet on the SKDC front. 2. Following the County Council Elections the Conservatives were down to 14 seats with Reform Uk having a large majority. The new leader will be voted for at the Annual General Meeting (AGM). Cllr Richard Davies has taken over as leader of the opposition. The SKDC AGM will be in around three weeks, and they do not expect any major changes.

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	3. It will be interesting to see how the new Mayoral Office will operate. 4. There was a short discussion on the uncertain future of the unitary re-organisation of the County.
2025.8	Resolve to accept the quotation for repairs to the Woolsthorpe Road arena railings. (Cllr R Brocklebank) <u>It was proposed, seconded and Resolved</u> Unanimously approved with up to an additional £50 to cover any additional work. Cllr R Brocklebank agreed to do an additional site visit to confirm the number of railings to be repaired and report back to the Clerk.
2025.9	VE Day Beacon lighting 8th May 2025 at 9.30 pm. 1. Resolve for the Parish Council to organise a beacon lighting event on VE Day 8th May 2025 with a minimum of 4 x Cllrs and the Clerk volunteering to marshal the event. <u>It was proposed, seconded and Resolved</u> **A discussion took place around the short notice to organise, complete a risk assessment and advertise the event. Cllr C Hainsworth proposed an amendment to the agenda item to: - **Resolve to organise a beacon lighting event on VJ Day 15th August 2025 and invite local groups to support the event. Unanimously approved. 2. Resolve to light the Parish Council Beacon in line with the VE Day Beacon lighting timing of 9.30pm on 8th May 2025 on Colster Way Park. <u>It was proposed, seconded and Resolved</u> The agenda item fell 3. Resolve to invite the Colsterworth 1st Scout Group to light the beacon who will also provide the gas at no cost to the Parish Council. <u>It was proposed, seconded and Resolved</u> The agenda item fell.
2025.10	1. Resolve to seek permission from LCC to install 2 Village Gateway Speed signs on the B676 at Stainby. <u>It was proposed, seconded and Resolved</u> Cllr C Hainsworth said they would defer this to Cllr C Vernon along with other Highways and Footpath issues Cllr C Vernon is aware of. Cllr R Chatterton said they would continue to make Fix My Street Reports where appropriate.
2025.11	Resolve to accept the alternative storage facility quotation to store items from the U Hold the key storage facility. <u>It was proposed, seconded and Resolved</u> The Clerk advised that the Parish Council had been offered secure storage at the Village Hall. It is hoped that this would be at no cost to the Parish Council but there may be a nominal charge. Cllr C Rowland agreed to assist the Clerk in relocating the items in the U Hold the Key storage unit to the Village Hall before the end of May 2025.

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2025.12	Resolve to purchase and install an additional dog waste bin on the West End of the Nature Trail at a cost of £115.68 + £12.50 delivery. Installation costs TBC (Cllr R Brocklebank) <u>It was proposed, seconded and Resolved</u> Unanimously agreed. Cllr C Rowland offered to install the bin if necessary.
2025.13	Risk Exception Report. Received no comment.
2025.14	Clerks Report Action
1.	Fly tipping Bridge reported Bridge End opposite the entrance to the Nature Trail. Clerk
2.	Ivy has been removed from some areas of the Ingle Passage off Woolsthorpe Road exposing the fence panels Clerk
3.	Vehicle collision Colster Way, Little Legs railings on the early hours of Sunday morning 14th April reported to the Police Ref: 2025 209-11239-25-3232-NEA04. Clerk/Cllrs
4.	Storage of Parish Council Property: - The Clerk is investigating storage options for Parish Council property. 16/04/2025 Cllrs R Brocklebank, E O'Neill and the Clerk attended the U Hold the Key storage facility and inspected the items in storage. 25/04/2025 Cllrs C Hainsworth, C Russell and the Clerk attended the U Hold the Key storage facility and inspected items in storage. Cllr C Russell agreed to volunteer to take the Neighbourhood Plan documents and look through these with the assistance of his wife Margaret who was heavily involved in the development of the Neighbourhood Plan. Cllr C Hainsworth volunteered to take into safe keeping the miscellaneous archery equipment and seek advice from Grantham Archery Club on storage or disposal. The Youth Club Committee have been informed and awaiting their feedback. Clerk/Cllrs
5.	The War Memorial Restoration Information Board/Lecturn was installed on 25/04/2025. A big thank you to Cllr Chris Rowland for digging the holes, which was very hard work and Cllr Colin Russell for assisting with the positioning and levelling of the Lecturn. Clerk/Cllrs C Rowland & C Russell
6.	The defibrillator outside Little Legs was deployed on 30th April. Returned to the cabinet on Friday 2nd May and updated on the Community Heartbeat Webnos and The Circuit systems. First aid kit missing, replacement ordered. Clerk
7.	Following the Nature Trail update for the Annual Parish Meeting Cllr C Hainsworth has connected with the Community and Volunteer Coordinator at the Boothby Pagnel, Nattergal Wildlife Project to learn more about the Biodiversity Net Gain (BNG) in terms of a S106 Agreement in any future planning process. Cllr C Hainsworth/ Clerk
2025.15	Correspondence
1.	Three requests were received for the Parish Council to organise a Beacon lighting event for VE Day 8th May 2025. Agenda Item for the May Parish Council meeting. Clerk/Cllrs
2.	Report of inconsiderate parking on Back Lane and Woodlands Drive. There are no restrictions in place, these incidents can be reported to the Police as non-urgent via101. Clerk/Cllrs

3.	A report of dangerous driving northbound on the A1 Skillington and Stoke Rochford. Reported to OP SNAP. An incident can be recorded without a registration number, but it is better to report with a registration number.	Clerk/Cllrs
4.	Report of leaning wall FP 7 from Colster Way to Back Lane. Inspected by the Clerk, slight lean, no evidence of recent movement. Homeowner advised.	Clerk
5.	Overgrown hedge on FP & from Colster Way to Back Lane reported to LCC Rights of Way. Report Ref 2842538.	Clerk
6.	Two reports of grass cuttings being dumped in the River Witham off Footpath 21 behind the High Street, Colsterworth. Reported to the Environment Agency by the Clerk.	Clerk
2025.16	SKDC Planning Applications	
S25/0455	Construction of 3no. dwellings with associated car parking and external Landscaping. Location: Land Between 16-18 Bourne Road, Colsterworth, Lincolnshire, NG33 5JE.	Comment agreed for submission.
S25/0769	Application for a Certificate of Lawful Development for use of Stoke Rochford Hall as a C2 class residential institution Date Valid: 28 April 2025 Applicant: Mr Sulaiman Hallal 3 Kitchener Road Crewe CW2 5BF Location: Stoke Rochford Hall Village Street Stoke Rochford Lincolnshire NG33 5EJ App Type: Lawful Development	Awaiting further information.
	SKDC Planning Permission	
S23/0309	Extension to garage. 9 Ingle Court Woolsthorpe By Colsterworth Lincolnshire NG33 5PB. Permission with conditions.	
	SKDC Planning Approval of Prior Notification Details	
S25/0343	Demolition of existing conservatory and erection of new single storey extension with flat roof to the rear elevation with sliding doors and roof light to the flat roof Location: 50 Colster Way Colsterworth, Lincolnshire	
2025.17	Finance and Administration (F & A) Committee No Report This Month (Cllrs C Hainsworth, E O'Neill, M Childs and C Rowland) 1. Agree the date of the next F & A Committee meeting. The Clerk to arrange a mutually convenient date outside of the meeting. 2. Finance: The Annual Governance And Accountability Return 2024/2025 3. Approval of Annual Governance Statement section 1- 2024/2025 <u>It was proposed, seconded and Resolved</u> The Annual Governance Statement Section 1 was unanimously approved. 4. Sign Annual Governance statement section 1 – 2024/2025. <u>It was proposed, seconded and Resolved</u> The Annual Governance Statement Section 1 was duly signed by the Chair of the Council Cllr E O'Neill and the Clerk. 5. Approval of Annual Accounting Statements section 2 – 2024/2025 <u>It was proposed, seconded and Resolved</u> The Annual Accounting Statement Section 2 was unanimously approved. 6. Sign Annual Accounting statements section 2 – 2024/2025. <u>It was proposed, seconded and Resolved</u> The Annual Accounting Statement Section 2 was duly signed by the Clerk then by the Chair to the Council Cllr E O'Neill.	

	7. Approval of Statements of Accounts – 2024/2025 <u>It was proposed, seconded and Resolved</u> The Statement of Accounts were unanimously approved. 8. Approve the Notice of the period of Public Rights and Publication of Unaudited Annual Governance and Accountability Return. 2024/2025 <u>It was proposed, seconded and Resolved</u> Unanimously approved. 9. Resolve to renew the following policies at their annual review: - CAD Nature Trail Risk Assessment CAD Freedom of Information Request CAD Freedom of Information Decision Template <u>It was proposed, seconded and Resolved</u> Unanimously approved. 10. Resolve to approve the updated CAD Standing Orders Next Review May 2025 <u>It was proposed, seconded and Resolved</u> Cllr C Hainsworth proposed to defer item 2025.17.10 the next F&A Meeting. Unanimously agreed. 11. Update on the Community Car Park. (The Clerk) The Clerk met with an SKDC Legal Services team member on 4th April 2025. They are unable to identify the landowner of that the Electricity sub-station sits on and are making further enquiries with their SKDC Legal Team records. Net Position by Cost Centre and Code – 25.04.2025 Received no comment.
2025.18	Planning Committee Report 1. Neighbourhood Plan Review. On Hold. 2. Planning Application S24/0455 Construction of 3no. dwellings with associated car parking and external Landscaping. Land Between 16-18 Bourne Road, Colsterworth, Lincolnshire, NG33 5JE, <u>It was proposed, seconded and Resolved</u> Unanimously agreed to submit comments circulated by Cllrs D Bellamy and C Russell. 3. Update on Planning Application S25/0203. Change of use from Use Class C3 (Dwellinghouse) to Use Class C2 (flexible use under Part 3, Class V of GPDO) as a children's care home. 9A School Lane, Colsterworth, Lincolnshire, NG33 5NW, <u>It was proposed, seconded and Resolved</u> See public Forum notes. Update on Planning Application S/24/0568 AD Plant Gunby

	No update.
Group Reports	
2025.19	Highways & Footpaths Working Group Report (The Clerk) Ad-hoc report. No Report this month.
2025.20	Environment & Amenities Working Group Report. 1. Update on the UKSPF Application to pay for temporary repairs to St Mary's Church roof, North Witham. (Cllr D Bellamy). No update still awaiting third quotation. 2. Emergency Plan Review Update. (The Clerk) Aqua sacs are awaiting delivery to Cllr D Bellamy. Agenda Item March 2024.157
2025.21	ACCOUNTS FOR PAYMENT APRIL 2025. Unanimously approved see Appendix A
2025.22	Matters requiring attention such as potholes and faulty streetlights. Cllr C Hainsworth reminded the Clerk of the deterioration in mortar on a small section of the War Memorial. The Clerk advised the Stonemason had been on holiday and they will make contact again. Cllr M Childs commented they had seen the new extension to the car park at the Social Club. Training courses attended: - Cllr R Brocklebank is due to join a remote New Cllr/Refresher Course on 8 th May 2025.
2025.23	The date of the next Parish Council meeting is Tuesday 3rd June 2025. There being no other business, the Chair Cllr E O'Neill closed the meeting at 9.02pm. SIGNED: CHAIRPERSON DATE:

Attendance to date (May 2025 to April 2026) – annual maximum 10 (No meeting August & January)				
Cllr Name	Constituency	Attended	Apologies	Absent
C Hainsworth	Colsterworth	1		
E O'Neill	Colsterworth	1		
D Bellamy	North Witham & Lobthorpe		1	
* A Bouvie – Resigned May 2025	Colsterworth		1	
L McShane	Colsterworth		1	
T O'Regan	Colsterworth	1		
R Brocklebank	Colsterworth	1		

C Russell	Colsterworth	1			
M Childs	Colsterworth	1			
C Rowland	Colsterworth	1			
R Chatterton	Gunby & Stainby	1			
Vacancy	Gunby & Stainby				
Vacancy	North Witham & Lobthorpe				
Vacancy	Colsterworth				
Vacancy	Colsterworth				

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COLSTERWORTH AND DISTRICT PARISH COUNCIL ACCOUNTS FOR PAYMENT APRIL 2025			APPENDIX A
ONLINE PAYMENTS			
Date of pmnt	Payee Name	Details	Amount
07/05/2025	Stuart Whitcombe	In Touch Editing	£85.00
07/05/2025	Staff 1 & 2	Community Cleaning	£694.56
07/05/2025	Oliver Whittle	Play Area re-painting	£200.00
08/05/2025	Oliver Whittle	Play Area re-painting	£810.00
09/05/2025	Life in Pictures	In Touch Printing	£417.60
10/05/2025	Starboard Systems	SCRIBE Accounting Package	£414.72
11/05/2025	Colsterworth PCC	Grant towards Church Clock Repair	£1,000.00
12/05/2025	Parish Council Insurance Renewal	3rd Renewal *agreed minute ref May 2024.08	£876.37
12/05/2025	Colsterworth Methodist Church	Room hire 7hrs x £12	£84.00
12/05/2025	Huws Gray	Post Crete for Lectern Project	£15.24
13/05/2025	Dave Warden M C S Ground Care	LCC & Village grass cut	£884.00
14/05/2025	Dave Warden M C S Ground Care	LCC & Village grass cut	£442.00
15/05/2025	Dave Warden M C S Ground Care	LCC & Village grass cut	£976.00
16/05/2025	Dave Warden M C S Ground Care	LCC & Village grass cut	£666.00
			£7,565.49
Chq no			
103960	Sue Grant	Clerk Salary & Exp	£1,067.72
103961	Colsterworth Allotment and Gardeners Association	Church Troughs Minute Ref December Agreed 2025/2026 Budget	£280.00
			£1,347.72
			£8,913.21
Date			
03/04/2025	Asda	24 x 2nd class stamps (In Touch posting)	£20.40
15/04/2025	Printerinks	Printer Ink	£21.85
26/04/2025	HSBC	Bank Charges	£7.48
30/04/2025	Focus Group	Office telephone	£33.01
24/04/2025	Sainsbury's	Cling Film for In Touch delivery to Volunteers	£7.50
			£90.24
Balances			
Reconciled			
30/04/2025	Receipts from 01/04/2024	£25,367.40	
30/04/2025	Payments from 01/04/2024	£5,086.51	
	Surplus/Deficit=	£20,280.89	
	Less Unpresented payments excl DD's	£8,913.21	
	Income/Expenditure	£11,367.68	
Balances			
30/04/2025	Deposit Account	£54,157.16	
30/04/2025	Community Account	£27,556.54	
	Total	£81,713.70	
	Less unpresented payments	£72,800.49	

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