

Minutes of the Parish Council meeting held on Tuesday 3rd June 2025.

Public Forum

Cllr E O'Neill (Chair) welcomed everyone to the meeting and invited the one member of the public to speak.

The member of the public introduced themselves as the Chair of North Witham Village Hall (N.W.V.H.) Committee, thanking the Parish Council for the opportunity to speak to them in support of their Grant application towards the National Grid costs of £4,745.83 to install Three Phase Electricity in the N.W.V.H. They described the recent refurbishments that had been completed including new toilets, kitchen, outside panelling and heating system which had all been funded for with Grants from FCC Communities Foundation, SK Prosperity Fund and funds raised by their own committee. They said they were at the meeting to ask for help towards funding the Three Phase Electricity to separate the heating system because their current supply was reaching capacity and the National Grid had already warned them; they will be charged if they exceed the 80amp limit. They continued to explain how the recent refurbishments had allowed the Committee to increase their activities at the Village Hall including, providing breakfasts and lunches at a low cost. It is a real community asset; the idea is purely to get people together not to profiteer. It also has facilities for camping and they looking to equip it with a utility room and shower facilities for campers in the future to provide an income stream to fund the Village Hall activities.

Cllr E O'Neill asked how much grant they were looking for to which they replied £4,000.00. Cllr O'Neill said that was a significantly higher amount than the Parish Council had previously granted.

The N.W.V.H. Committee member said they were looking at other Grant opportunities including the UKSPF - Parish and Community Funding which had just been announced.

Cllr D Bellamy asked if the Parish Council could look at providing a contribution to the costs.

Cllr E O'Neill confirmed that it was an agenda item to be discussed later in the meeting.

There was a short discussion with Cllrs including LCC Cllr C Vernon suggesting other Grant opportunities.

The N.W.V.H. Committee member finished by saying they were looking to move as quickly as they could and were aware of other funding opportunities.

Cllr E O'Neill thanked the member of the public and invited them to stay for the meeting if they wished, which they accepted.

The public session was extended to 7.45pm to allow discussion.

Councillors: E O'Neill, C Rowland, C Russell, R Chatterton, D Bellamy, R Brocklebank and T O'Regan.

In Attendance

Sue Grant, Clerk to the Parish Council.

SKDC Cllr D Bellamy.

LCC Cllr C Vernon who left the meeting at 8.15pm.

Agenda Item No	
2025.24	Apologies for absence. Cllrs C Hainsworth (Vice Chair), L McShane and M Childs. Valid reasons given.
2025.25	Chair's remarks.

Agenda Item No	
	Cllr E O'Neill (Chair) welcomed everyone stating that it was a busy meeting and moved on to the business in the agenda.
2025.26	<p>Declarations of interest in accordance with the LGA 2000</p> <p>Cllr E O'Neill (Chair) declared an interest in the SKDC Planning item Reference S24/1505.</p>
2025.27	<p>Approval of the Minutes of the previous meeting.</p> <p>Cllr D Bellamy 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 6th May 2025 be approved as a correct record and duly signed and dated by the Chair.</p>
2025.28	<p>County/District Councillor Report.</p> <p>LCC Cllr C Vernon reported: -</p> <ol style="list-style-type: none"> 1. They were pleased to be back again. LCC now have a Reform run Council. They were not yet sure how it would work but their role is to support the Parish Council. The first County Council meetings take place after the Purdah period. 2. They shared some Police and Crime Commissioners fraud prevention information packs asking the Clerk to put the information on the Parish Notice boards. <p>SKDC Cllr D Bellamy reported: -</p> <ol style="list-style-type: none"> 1. Their report would be discussed under correspondence later in the meeting. <p>SKDC Cllr B Green sent their apologies with the written report below: -</p> <ol style="list-style-type: none"> 1. UK Shared Prosperity Fund – Parish and Community Grants 2. Applications are now open for the 2025/26 UK Shared Prosperity Fund (UKSPF) Parish and Community grants. This year, funding is managed by the Greater Lincolnshire Combined County Authority (GLCCA), not SKDC directly. SKDC has submitted an investment plan and expects to receive funds in late May or early June, subject to government release. 3. Due to tight timescales, projects must have committed spend by September 2025. A two-stage process is in place: interested groups must submit an Expression of Interest by 20 June 2025. Successful applicants will then be invited to submit full applications. 4. Grants of £5,000 or more are available for: <ul style="list-style-type: none"> • Improvements to community assets (e.g. halls, parks, libraries) • Decarbonisation and green initiatives (e.g. solar, rewilding)
2025.29	<p><u>VJ Day Beacon lighting 15th August 2025.</u></p> <ol style="list-style-type: none"> 1. Resolve for the Parish Council to organise a beacon lighting event on VJ Day 15th August 2025 with a minimum of 4 x Cllrs and the Clerk volunteering to marshal the event. <u>It was proposed, seconded and Resolved</u> Unanimously agreed with Cllrs C Russell, C Rowland, T O'Regan, E O'Neill and the Clerk as volunteering to marshal the event. 2. 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> Unanimously agreed.

Agenda Item No	
2025.30	<p>Resolve to support the Grant Application from North Witham Village Hall towards the National Grid costs of £4,745.83 to install Three Phase electricity in North Witham Village Hall. (Cllr D Bellamy)</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Cllr E O'Neill (Chair) stated that this agenda item had been discussed at the recent Finance and Administration meeting and a contribution of £500 agreed.</p> <p>A brief discussion took place regarding the importance of the N.W.V.H.</p> <p>Cllr D Bellamy proposed the amount of grant should be increased from £500.00 to £1,000.00.</p> <p>Unanimously agreed.</p>
2025.31	<p>Resolve for a representative from the Parish Council to attend the Youth Club Annual General Meeting on 17th June 2025 at 7.30pm Colsterworth Village Hall.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed.</p>
2025.32	<p>Resolve to accept the quotation for re-painting the timber bus shelters at Colsterworth, Gunby and Stainby.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>A discussion took place regarding the cost to re-paint all the timber bus shelters exceeded the budget set for the year.</p> <p>Cllr C Rowland proposed an amendment to the agenda item: -</p> <p>Cllr C Rowland together with the Clerk choose one bus shelter to re-paint this year.</p> <p>Unanimously agreed and to make a note for the 2026/2027 budget setting.</p>
2025.33	<p>Risk Exception Report.</p> <p>Received with Cllr E. O'Neill requesting that the Parish Council property storage item is changed to green status.</p>
2025.34	<p>Clerks Report</p>
1.	<p>Contact made with National Grid who confirmed ownership of the land on which the electricity sub-station next to the Community Car park on Colster Way sits. Previous investigations to identify ownership had been unsuccessful due to the Land Registry document referring to the sub-station on Bourne Road and Colster Way.</p> <p>Clerk</p>
2.	<p>Defective streetlights numbered SKDC 62 through to 67 reported as not working on the footpath linking old post lane to School Lane, Colsterworth.</p> <p>Cllr M Childs</p>
3.	<p>Parish Council property relocated from U-Hold the key on A1 to the Village Hall. Thank you to Cllr R Brocklebank and volunteer Steve Grant who assisted the Clerk to re-locate the items.</p> <p>Clerk/Cllrs</p>
4.	<p>Contact made by Savills Rural Management advising that they would be visiting Stamford Road allotments on 14/05/2025 regarding a hedge which borders a property on Stamford Road. No further correspondence received to 27/05/2025</p> <p>Clerk/Cllrs</p>
5.	<p>DMMO/426/Colsterworth – Confirmation received that this will be progressed until the outcome is known of a 42-day statutory consultation</p> <p>Clerk</p>

	period to add the route as a public footpath to the Definitive map and Statement.	
6.	Reference: TTRO/TTR011392 Temporary traffic restriction: Colsterworth Road closure Order - Honey Pot Lane (Between A1 & Ling Lane) No waiting and no loading at any time Order - Honey Pot Lane (Between A1 & Ling Lane) Period of restriction: 23/06/2025 - 21/07/2025 19:00 to 06:00	Clerk
7.	Premier Estate Management for Newton Grange Estate contacted to establish grass cutting responsibilities at the play area with their contractors.	Clerk
8.	Overgrown Footpath 21 from High Street to the River Witham reported to LCCROW.	Clerk
9.	ADVANCE NOTICE OF CARRIAGEWAY RESURFACING SCHEME A151 Station Road, Corby Glen. Around 9th June 2025, with an expected duration of 3 weeks. Working hours are from 7.30pm to 6am. Notification received from LCC Highways 22 nd May, too late to be included in the June In Touch.	Clerk
10.	Cllr R Brocklebank provided information on several footpaths around Stainby, Gunby and North Witham. The Clerk to pass the information to LCC Rights of Way.	Clerk
11.	Two of the fruit trees on the Colsterworth Community Orchard look dead. The Clerk has contacted the Nursery that supplied the trees. Gift Voucher received in the name of Colsterworth and District Parish Council for £91.97 valid until 3 rd June 2026	Clerk
12.	1. Broken and overhanging tree branch reported on Footpath 9 close to Bourne Road. Already showing as work planned on FMS Ref 4203743. The Clerk tried to provide an update and extra photos but received an error message from FMS. 2. Report that the large trees on Bourne Road have become invasive onto private property of 3 West Grove, Colsterworth. FMS Report made ref 2845460	Clerk
2025.35	Correspondence	
1.	Report of Ash Die Back behind No11 and 12 Ingle Court. Site visit by the Clerk and Nature Trail leader and volunteer on 12 th May 2025. Some evidence of Ash Die Back, trees too large for the Nature Trail volunteers. Tree surgeon contacted by the Clerk for advice and quotation.	Clerk/Nature Trail Leader
2.	Report from that an area of Hall Lane, Stainby, was overgrown with vegetation. Advised that LCC Highways had taken back that area to maintain.	Clerk/Cllrs
3.	Update from SKDC on 23/05/2025. Councillor Ian Selby has been elected Chair of South Kesteven District Council and will be supported in the role by Cllr Anna Kelly (Bourne West) following a vote at the Council's Annual Meeting (Thursday 22 May).	Clerk/Cllrs
4.	Correspondence received from the Environment Agency – Executive Summary and January 2025 Main River Floor Review - North Witham.	Clerk
5.	On the 27/05/2025 email received from the General Manager of a heavy plant/agriculture hire and sales business currently based in Whittlesey Cambridgeshire with plans to expand the business and have identified a site at Colsterworth, just off the A1 next to the McDonalds as the ideal site to deliver these.	Clerk/Cllrs
6.	Copy of Liability Insurance received from 'Wild Path Adventures'.	Clerk
7.	Information received on 02/06/2025 from SKDC that UK SPF Parish and Community Funding is now open for Parish and Town Councils, Parish	Clerk/Cllrs

	Meetings, Community Groups and Charities to make applications for 2025/26. Expression of interest form to qualify to be completed by 20/06/2025.	
2025.36	SKDC Planning Applications	
S25/0823	Replacement of existing window which consists of 4 frames. The middle 2 frames to be replaced with full height glazed French Doors and the 2 side Frames to be full height glazing with the bottom glassed panel to be replaced with a timber panel. The Old Rectory, 14 High Street, Colsterworth, Lincolnshire, NG33 5NF.	None
S25/0752	Compliance With Condition 1 (Time Limit For Commencement) of planning. permission S18/1335. Jubilee Park, Honey Pot Lane, Colsterworth, Lincolnshire, NG33 5LZ.	None
	SKDC Planning Permission	
S25/0442	Extension of garden access balcony from kitchen and lower floor at rear of property. The Old Stables Woolsthorpe Road, Woolsthorpe By Colsterworth Lincolnshire NG33 5NX	
S24/1505	Conversion of an existing outbuilding to form one separate dwelling. Witham Cottage 46 High Street, Colsterworth Lincolnshire NG33 5NF	
	SKDC Planning Refusal	
S25/0203	Change of use from Use Class C3 (Dwellinghouse) to Use ClassC2 (flexible use under Part 3, Class V of GPDO) as a children's care home. 9A School Lane Colsterworth, Lincolnshire NG33 5NW.	
S25/0480	Certificate for Lawful use or development (Proposed)	
	Application for a Certificate of Lawful Development for single storey extension Ingle House Back Lane, Colsterworth.	
	SKDC NOTIFICATION OF WITHDRAWAL / NON DETERMINATION / Planning Application.	
S25/0181	Erection of an earth sheltered dwelling house with associated soft/hard landscaping. Location: Land To West Of B6403/A1 Slip Road Colsterworth	
	SKDC Provisional Tree Preservation Order	
T25/0011/T PPC1	Land at 9a School Lane, Colsterworth.	
2025.37	<p>Finance and Administration (F & A) Committee Report (Cllrs E O'Neill, M Childs, C Russell). Apologies received from Cllr C Hainsworth.</p> <p>1. To Receive and approve the F&A Committee Report from the meeting 29/05/2025 (E O'Neill, M Childs & C Russell).</p> <p><u>It was proposed, seconded and Resolved</u> Unanimously agreed.</p> <p>2. Resolve to update the HSBC Bank Account mandate with the removal of former Cllr A Bouvie and add Cllr M Childs.</p> <p><u>It was proposed, seconded and Resolved</u> Unanimously agreed.</p> <p>3. Resolve to renew the following policies at their annual review: -</p> <p>CAD Standing Orders or CAD Standing Orders NALC Update 2025</p> <p><u>It was proposed, seconded and Resolved</u> Unanimously agreed to adopt the CAD Standing Orders NALC Update 2025.</p> <p>CAD Code of Conduct Policy CAD Social Media Policy</p>	

	<p>CAD Communications Policy <u>It was proposed, seconded and Resolved</u> Unanimously agreed to renew the policies with no amendments.</p> <p>1. Update on the Community Car Park. (The Clerk)</p> <p>Net Position by Cost Centre and Code 27/05/2025</p> <p>Received no comment. Cllr E O'Neill noted that the items used to calculate the reserve for the 1yr Administration expenses be formalised.</p>
2025.38	<p>Planning Committee Report</p> <p>1. Neighbourhood Plan Review. On Hold.</p> <p>2. Update on Planning Application S/24/0568 AD Plant Gunby. Cllr D Bellamy said they were expecting an appeal as the end of the 6-month time limit was approaching and they were preparing for this with the Action Group.</p> <p>Agenda item 2025.28 SKDC Cllr D Bellamy Report: -</p> <p>1. The Public Pack Agenda document for Cabinet Meeting 03/06/2025 contained new housing allocations including Colsterworth. Cllr D Bellamy gave some background to the changes in the housing allocations. A discussion took place regarding the 8-week consultation period and process. Cllr E O'Neill suggested the Planning Committee prepare in readiness for the Consultation period. Cllr D Bellamy said they would follow up with an email after the meeting to be circulated to all Cllrs.</p>
Group Reports	
2025.39	<p>Highways & Footpaths Working Group Cllr C Hainsworth and Cllr R Brocklebank Report 27 May 2025.</p> <p>In the absence of Cllr C Hainsworth (Vice Chair) the Clerk and Cllr E O'Neill read out the headlines of the Highways and Footpaths Report.</p> <p>There was discussion and unanimous support for all recommendations below from the report.</p> <p>Points 1 & 2: Safety issues to be followed up with Cllr C Vernon. Point 3: Advertise in the In Touch for Community Speed Watch (CSW) volunteers. Point 4: Vehicle Activated Sign (VAS) data collection investigation and volunteer recruitment. Point 5: Village Gateway Signs Project, Stainby. Cllr R Chatterton to take the project forward. Point 6: Maintenance of Village Signs. To Identify responsibility. Investigate potential costs to the Parish Council for sign cleaning, extra grass cutting and hedge trimming on Woolsthorpe Road and Stainby Road. Cllr R Chatterton said they would continue to clean the Stainby signs. Point 7: Footpaths. Cllr Brocklebank and the Clerk monitor these making Fix My Street (FMS) reports where appropriate. Point 8: A1 safety, Phase 1. Continue to monitor progress. Point 8: FMS and Lorry Watch. Issues can be reported direct to LCC by anyone.</p>

2025.40	<p>Environment & Amenities Working Group Report.</p> <p>1. Resolve to comment on the Environment Agency January 2025 Main River Flood Review - North Witham. Unanimously agreed to submit comments from the Parish Council to include the reliability of the river monitoring equipment and the possible effect of the Environment Agency work completed at Colsterworth. Cllr D Bellamy to prepare a document for Cllrs to agree before submitting comments to the Environment Agency.</p> <p>2. Emergency Plan Review Update. (The Clerk) Work in progress.</p> <p>3. Resolve for a Cllr to volunteer to join the Clerk for the allotment inspections. Cllr T O'Regan volunteered for the Stamford Road allotment inspections. Cllr R Brocklebank volunteered for the Woolsthorpe Road inspections.</p>
2025.41	<p>ACCOUNTS FOR PAYMENT MAY 2025. Unanimously approved see Appendix A</p>
2025.42	<p>Matters requiring attention such as potholes and faulty streetlights.</p> <p>Training courses attended: -</p> <p>Cllr R Brocklebank attended a remote New Cllr/Refresher Course on 8th May 2025 and reminded Cllrs the importance of email content which could be subject of a Freedom of Information request.</p>
2025.43	<p>The date of the next Parish Council meeting is Tuesday 1st July 2025. There being no other business, Chair, Cllr E O'Neill closed the meeting at 9.10pm.</p> <p>SIGNED:</p> <p>CHAIR DATE:</p>

Attendance to date (May 2025 to April 2026) – annual maximum 10 (No meeting August & January)				
Cllr Name	Constituency	Attended	Apologies	Absent
C Hainsworth (Vice Chair)	Colsterworth	1	1	
E O'Neill (Chair)	Colsterworth	2		
D Bellamy	North Witham & Lobthorpe	1	1	
* A Bouvie – Resigned May 2025	Colsterworth		1	
L McShane	Colsterworth		2	
T O'Regan	Colsterworth	2		
R Brocklebank	Colsterworth	2		
C Russell	Colsterworth	2		
M Childs	Colsterworth	1	1	
C Rowland	Colsterworth	2		
R Chatterton	Gunby & Stainby	2		
Vacancy	Gunby & Stainby			

Vacancy	North Witham & Lobthorpe				
Vacancy	Colsterworth				
Vacancy	Colsterworth				

COLSTERWORTH AND DISTRICT PARISH COUNCIL ACCOUNTS FOR PAYMENT MAY 2025		APPENDIX A	
ONLINE PAYMENTS			
Date of pmnt	Payee Name	Details	Amount
04/06/2025	Stuart Whitcombe	In Touch Editing	£85.00
04/06/2025	Staff 1 & 2	Community Cleaning	£694.36
05/06/2025	Life in Pictures	In Touch Printing	£417.60
05/06/2025	Community Heartbeat Trust	Replacement first aid kit for Derfibrilator	£19.14
06/06/2025	Wicksteed Leisure Ltd	Play Area repairs Colster Way	£949.87
07/06/2025	South Kesteven District Council	Aqua Sacs	£296.40
07/06/2025	Glasdon UK Limited	Fido Dog Waste bin	£153.82
08/06/2025	Dave Warden M C S Groundcare	LCC & Village grass cut	£884.00
09/06/2025	Dave Warden M C S Groundcare	LCC & Village grass cut	£637.00
10/06/2025	Dave Warden M C S Groundcare	LCC & Village grass cut	£666.00
11/06/2025	Parish Online	Parish mapping software	£163.20
		Sub Total	£4,966.39
Chq no			
103962	Sue Grant	Clerk Salary & Exp	£1,142.42
		Sub Total	£1,142.42
		Grant Total	£6,108.81
Date			
07/05/2025	Asda	Envelopes	£2.00
07/05/2025	Asda	24 x 2nd class stamps (In Touch)	£20.88
14/05/2025	Timpson	Replacement allotment padlock key	£9.00
23/05/2025	J Skelton	Rerturn of allotment paymemnt made in error	£40.00
23/05/2025	LCN Limited	Parish Council Email hosting	31.19
23/05/2025	LCN Limited	Parish Council Email hosting	£171.47
26/05/2025	HSBC	Bank Charges	£5.40
29/05/2025	Focus Group	Office telephone	£43.15
		Sub Total	£323.09
	Balances		
Reconciled			
31/05/2025	Receipts from 01/04/2024	£26,186.06	
31/05/2025	Payments from 01/04/2024	£14,397.51	
	Surplus/Deficit=	£11,788.55	
	Less Unpresented payments excl DD's	£6,108.81	
	Income/Expenditure	£5,679.74	
	Balances		
31/05/2025	Deposit Account	£54,234.43	
31/05/2025	Community Account	£18,986.93	
	Total	£73,221.36	
	Less unpresented payments	£67,112.55	