

Minutes of the Parish Council meeting held on Tuesday 4th November 2025.

Public Forum

There were no members of the public present.

Councillors: E O'Neill (Chair), C Hainsworth (Vice Chair), C Russell, L McShane, R Brocklebank, M Childs, T O'Regan, D Heath French and S Jordan-Bird. Cllr D Bellamy arrived at 7.39pm.

In Attendance

Sue Grant, Clerk to the Parish Council.

SKDC Cllrs D Bellamy and D Green who both arrived at 7.39pm. Cllr B Green left at 8pm before agenda item 2025.115.

Agenda Item No	
2025.106	Apologies for absence. Cllr R Chatterton, valid reasons given.
2025.107	Chair's remarks. Cllr E O'Neill (Chair) thank everyone for attending the meeting saying it was a relatively light agenda with no members of the public present. The main agenda item was the Finance and Administration Committee Report.
2025.108	Declarations of interest in accordance with the LGA 2000 None
2025.109	Approval of the Minutes of the previous meeting. Cllrs R Brocklebank and S Jordan-Bird 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 7 th October 2025 be approved as a correct record and duly signed and dated by the Chair.
2025.110	County/District Cllr Report. There being no County or District Cllr present, Cllr E O'Neill (Chair) moved onto agenda items 2025.111 – 2025.114 following which SKDC Cllrs D Bellamy and B Green arrived. SKDC Cllr B Green Reported: - 1. National Grid Upgrade – Pylon Line They and Cllr D Bellamy met with senior County Council members—including leader Cllr Sean Matthews and Cllr Danny Brooks—to discuss the pylon line. They noted the countywide spread of solar farms and the proposed Gunby Biogas plant. Completion is unlikely before 2028, but they will advocate for residents' concerns. A short discussion took place on the size, storage and risk such as fire. 2. Local Government Re-organisation South Kesteven District Council is in line to merge with Rutland. A short discussion took place on the costs verses benefits and tax harmonisation. SKDC Cllr Dave Bellamy said they had nothing to add.

Agenda Item No	
2025.111	<p>Risk Exception Report.</p> <p>New Cllr S Jordan-Bird asked for some understanding of how the Risk Exception Report worked. Cllrs E O'Neill (Chair), C Hainsworth (Vice Chair), and the Clerk explained the report, noting it is a live document. No additional comments were made.</p>
2025.112	<p>Clerks Report</p> <p>Action</p>
1.	<p>Streetlights 62 – 69 on Footpath 21 to Old Post Lane, reported as defective. SKDC Streetlighting department confirmed that this is a power supply issue and have referred the issue to the National Grid.</p> <p>Clerk/Cllr M Childs</p>
2.	<p>On 09.10.2025 notification from SKDC that it is reviewing was Street Trading Policy with a view to updating the existing Policy. Closing date 22.10.2025.</p> <p>Clerk/Cllrs</p>
3.	<p>Repair arranged to the guttering on the brick bus shelter on Woolsthorpe Road and reset the Orchard sign on Colster Way Play Area.</p> <p>Clerk/Cllrs</p>
4.	<p>Scribe Accounts subscription fee will be increased, from £414.72 to £444 from 1st April 2026. Based on the annual Precept figure for 2025/2026.</p> <p>Clerk/Cllrs</p>
5.	<p>Defective streetlight outside 4-Watt Avenue reported to FMS. The management company for the Newton Grange Estate, Premier Estates, advised that the Streetlights on the estate have been adopted by the County Council. FMS Report made.</p> <p>Cllrs/Clerk</p>
6.	<p>Full change of use Planning Application submitted to SKDC for the Old Post Lane Cemetery extension.</p> <p>Clerk</p>
7.	<p>Declaration of acceptance and Disposable Pecuniary Interest forms for new Cllrs Debi Heath French and Stephen Jordan-Bird submitted to SKDC.</p> <p>Clerk</p>
8.	<p>Report that the footpath and verge providing access to the Notice Board and Defibrillator on Woolsthorpe Road is uneven and in need of repair. FMS Report made by the Clerk Ref : 2859895. On 03/11/2025 Highways confirm work is planned.</p> <p>Clerk</p>
9.	<p>Fly tipping of cardboard boxes on Stamford Road, Colsterworth reported to SKDC by the Clerk.</p> <p>Clerk</p>
2025.113	<p>Correspondence</p>
1.	<p>Report of strange lights in a property. Advised to report this to the Police.</p> <p>Clerk</p>
2.	<p>Report of unfinished clearing of the dyke which runs along the Main Street and up the Stainby Road in Gunby, ending near the Blue Fox. Advised this is not the responsibility of the Parish Council and to contact SKDC who are responsible and arrange this work.</p> <p>Clerk/SKDC</p>
3.	<p>Lincolnshire Flooding Summit NEW DATE - Wednesday 22nd October 2025</p> <p>Clerk/Cllrs</p>
4.	<p>Email received regarding concern over the quarry lorries from the new quarry at Woolsthorpe by Colsterworth using Woolsthorpe Road, travelling over the Grade II listed 1308581 bridge over the River Witham to access the A1 as opposed to using Skillington Road to Stainby. Woolsthorpe Road has a 'Weight Limit' sign clearly visible.</p> <p>On 1st October 2024 LCC Highways advised the following:-</p> <p><i>"I have received an enquiry relating to Woolsthorpe Road Bridge (LCC ref 92/24/86) regarding use by large agricultural and HGVs. I can confirm the bridge was strengthened in 1992/93 and is capable of taking 40T HGV loading. There are no plans currently to stress test or assess the bridge."</i></p> <p>JJ Mac contacted, and drivers reminded not to use Woolsthorpe Road.</p> <p>Clerk/Cllrs</p>

5.	Report of theft from a shed at one of the allotments on Stamford Road. A new cloche in its packaging and one from a vegetable bed were taken.	Clerk/Cllrs
6.	Teams from the National Grid teams will shortly be in the parish conducting ecological and environmental surveys as part of the Weston Marsh to East Leicestershire project. Further information can be found by: - - Email: ContactWMEL@nationalgrid.com - Phone: 0800 138 9191 (lines are open Monday to Friday, 9am-5.30pm) - Post: Freepost WM TO EL (no stamp or further address details are required). Website: Weston Marsh to East Leicestershire National Grid	Clerk/Cllrs
7.	Report of blocked drain on Steels Lane flooding the High Street. 3 x FMS Report made by the Clerk. Refs: 2860349, 2860348 2860347.	Clerk/Cllrs
8.	Notification of Avian Flu in Donington, South Holland.	Clerk/Cllrs
2025.114	SKDC Planning Applications	
S24/0568	AMENDED ACCESS DRAWINGS RECEIVED 12TH AUGUST 2025 Erection of an anaerobic digestion (AD) facility and carbon capture, improvement of existing and part creation of new access track, landscaping and other associated infrastructure. Location: Development East Of Sewstern Industrial Estate South Of, Sewstern Road, Gunby, Lincolnshire, NG33 5RD App Type: Full Planning Permission with EIA . ADDITIONAL INFORMATION Proposal: Erection of an anaerobic digestion (AD) facility and carbon capture, improvement of existing and part creation of new access track, landscaping and other associated infrastructure. Location: Development East Of Sewston.	Comment
S25/1484	Single storey extension. 8 Back Lane, Colsterworth, Lincolnshire, NG33 5NJ,	None
	SKDC Planning Application Disposed	
S23/1446	Replacement windows to dwelling. Site Address: Glebe Farm Cottage Main Street Gunby	None
	SKDC Planning Permission	
S25/1519	Installation of solar panels to roof of ancillary building, electric charging point to ancillary garage Location: 47 Newton Way Woolsthorpe By Colsterworth Lincolnshire NG33 5NP	
S25/1520	Removal of existing external boiler, oil tank and hot water cylinder. Installation of electric boiler and solar panels to roof of ancillary building, electric charging point to ancillary garage Location: 47 Newton Way Woolsthorpe By Colsterworth Lincolnshire NG33 5NP	
S25/1312	Change of use of site for workshop and plant hire, erection of workshop building, two site offices and associated hard standing. Location: Land East Of A1 And North Of A151, Colsterworth	
S25/1663	Section 211 notice to fell Goat Willow tree. Location: 26 Newton Way Woolsthorpe By Colsterworth Lincolnshire NG33 5NR	
S25/1422	Replacement windows and doors. Location: 47 Newton Way Woolsthorpe By Colsterworth Lincolnshire NG33 5NP.	
S25/1662	Section 211 notice to reduce height and breadth of Ash tree and cut back branches. Location: 26 Newton Way, Woolsthorpe by Colsterworth.	
S25/1671	To remove 4 trees from rear garden, 2 birch, 1 lime and 1 conifer Location: 45 Newton Way Woolsthorpe By Colsterworth Lincolnshire NG33 5NP.	
	Tree Preservation Order	
T25/0011/T PPC2	Confirmation of Temporary Tree Preservation Order – Land at 9a School Lane, Colsterworth.	
2025.115	Finance and Administration (F & A) Committee Report (Cllrs E O'Neill, M Childs, C Russell & C Hainsworth).	

	<p>1. To receive and approve the F&A Committee Report from the meeting 30/10/2025.</p> <p>Cllr M Childs (Chair of the F&A Committee) gave an overview of the report. Cllr E O'Neill (Chair) confirmed that the draft budget would be an agenda item for the December Parish Council Meeting.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed.</p> <p>2. Resolve to move into closed session in accordance with the Public Bodies (Admission the Public Meetings) Act 1960 due to the confidential nature of the business to be discussed in relation to the following matter: -</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed.</p> <p>3. Recruitment of the new Clerk and Responsible Financial Officer for Colsterworth and District Parish Council.</p> <p>Cllr E O'Neill updated Cllrs on the progress of the recruitment of the New Clerk and Responsible Financial Officer. An update will be given following the vacancy closing date of 10th November 2025.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed with agenda item 7 of the Finance and Administration Committee Report.</p> <p>4. Resolve to renew the policies below at their annual renewal no changes.</p> <p>CAD Complaints Policy Review CAD Planning Committee Protocol CAD Risk Management Policy CAD Data Protection Policy CAD Data Breach Policy CAD Records Retention Policy CAD Subject Access Request Procedure</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed.</p> <p>5. Update on the Community Car Park. (The Clerk)</p> <p>New Cllrs D Heath French and S Jordan-Bird raised safety concerns around the community car park, Colster Way and Back Lane. Cllr E O'Neill (Chair) gave a brief background of the history of the car park and C Hainsworth (Vice Chair) agreed to raise these issues again with LCC Cllr C Vernon.</p> <p>6. Net Position by Cost Centre and Code 27.10.2025 – Received with no comments.</p>
2025.116	Planning Committee Report

	<p>9. Neighbourhood Plan Review. On Hold.</p> <p>1. S24/0568 Resolve to comment on the additional AMENDED ACCESS DRAWINGS/PLANS RECEIVED 12TH AUGUST 2025. Erection of an anaerobic digestion (AD) facility and carbon capture, improvement of existing and part creation of new access track, landscaping and other associated infrastructure. Location: Development East Of Sewstern Industrial estate.</p> <p>Cllr C Hainsworth (Vice Chair) gave a brief update from Cllr R Chatterton who was unable to attend the meeting. <u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed the wording to comment on S24/0568 additional drawing/plans by the closing date of 14/11/2025.</p>
Group Reports	
2025.117	<p>Highways & Footpaths Working Group. No report this month.</p> <p>All Fix My Street (FMS) Reports can be found at https://fixmystreet.lincolnshire.gov.uk/</p>
2025.118	<p>Environment & Amenities Working Group Report.</p> <p>1. Emergency Plan Review Update. (The Clerk)</p> <p>On hold.</p> <p>2. Resolve for Cllrs to volunteer to assist with putting up the Christmas lights on the Yew Trees in the St John the Baptist Church graveyard.</p> <p>The Clerk suggested putting up the lights on the morning of Saturday 29th November 2025. <u>It was proposed, seconded and Resolved</u></p> <p>Cllrs C Russell and M Childs volunteered subject to availability.</p>
2025.119	<p>ACCOUNTS FOR PAYMENT OCTOBER 2025 Unanimously approved see Appendix A</p>
2025.120	<p>Matters requiring attention such as potholes and faulty streetlights.</p> <p>Cllr E O'Neill (Vice Chair) reported the streetlight on Steel Lane is defective. The Clerk to report this to SKDC</p> <p>Training courses attended: -</p> <p>Cllr D Heath French is booked on a Cllr Induction Course on 11th November 2025. Cllr S Jordan-Bird is booked on a Cllr Induction Course on 20th January 2025.</p>
2025.121	<p>The date of the next Parish Council meeting is Tuesday 2nd December 2025. There being no other business, the Chair, Cllr E O'Neill closed the meeting at 8.46 pm.</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	4	1	
E O'Neill (Chair)	Colsterworth	3	2	
D Bellamy	North Witham & Lobthorpe	3	2	
* A Bouvie – Resigned May 2025	Colsterworth		1	
L McShane	Colsterworth	3	2	
T O'Regan	Colsterworth	5		
R Brocklebank	Colsterworth	4	1	
C Russell	Colsterworth	5		
M Childs	Colsterworth34	1		
* C Rowland – Resigned Oct 2025	Colsterworth	3	1	
R Chatterton	Gunby & Stainby441			
D Heath French – Co-opted Oct 2025	Colsterworth12			
S Jordan-Bird – Co-opted Oct 2025	Colsterworth1	1		
Vacancy	Colsterworth			
Vacancy	Colsterworth			
Vacancy	Gunby & Stainby			
Vacancy	North Witham & Lobthorpe			

COLSTERWORTH AND DISTRICT PARISH COUNCIL			
ACCOUNTS FOR PAYMENT OCTOBER 2025			
ONLINE PAYMENTS			
Date of pmnt	Payee Name	Details	Amount
05/11/2025	Stuart Whitcombe	In Touch Editing	£85.00
05/11/2025	Staff 1 & 2	Community Cleaning	£698.56
06/11/2025	Life in Pictures	In Touch Printing	£417.60
07/11/2025	D Warden MCS Gropund Care S/S	LCC & Village grass cut	£958.00
08/11/2025	D Warden MCS Gropund Care S/S	LCC & Village grass cut	£517.00
		Sub Total	£2,676.16
CHEQUES			
45965	Sue Grant	Clerk Salary & Exp	£1,712.50
			£1,712.50
		Grand Total	£4,388.66
Date			
02/10/2025	Sainsbury's	Stationary - In Touch	£9.75
08/10/2025	RBL - S137	Poppy wreath - S137	£24.49
14/10/2025	All Trade Direct	Office Stationary - Cable Ties	£12.99
15/10/2025	Asda	Office Stationary - Paper & envelopes	£5.15
15/10/2025	Asda	16 x 2nd class stamps	£13.92
20/10/2025	Planning Portal (PortalPlanQuest Ltd)	Planning Permission app. OPL Cemetery extension	£379.00
22/10/2025	Timpson	3 x Allotment keys cut	£18.00
26/10/2025	HSBC	Bank charges	£0.80
29/10/2025	Focus Group	Office phone	£33.74
		Total	£464.10
Balances			
Reconciled			
31/10/2025	Receipts from 01/04/2025	£61,422.93	
31/10/2025	Payments from 01/04/2025	£44,302.64	
	Surplus/Deficit=	£17,120.29	
	Less Unpresented payments excl DD's	£4,388.66	
	Receipts/Payments	£12,731.63	
Balances			
31/10/2025	Deposit Account	£52,591.71	
31/10/2025	Community Account	£25,961.39	
	Total	£78,553.10	
	Less unpresented payments	£74,164.44	