

Draft Notes of the Parish Council meeting held on Tuesday 5th May 2026.

Public Forum

Two residents of Gunby attended to highlight the lack of defibrillator (AED) provision within walking distance of villagers in both Gunby and Stainby. After talking to members of the village, a request was made to Buckminster Estate for permission to mount a defibrillator (AED) in Gunby. Buckminster Estate both gave permission and offered to fund the purchase of both defibrillators (AEDs). They wanted to report this and publicly record their gratitude to Buckminster Estate for the generous offer and to urge the Parish Council to agree to take on the ongoing maintenance.

County Cllr C. Vernon mentioned that free training is available for defibrillator (AED) usage with both residents stating that they would be interested in taking part if the plan comes to fruition. They are also happy to wait for the Parish Council to make a decision before taking things forward with Buckminster Estate.

An update was also provided by one of the Gunby residents on the biogas appeal reporting that the Planning Inspectorate has written to the appellant again to request information that has not been provided in relation to the location of satellite hubs. As such, the four-day public consultation event will likely be postponed. The Parish Council was asked to attend to represent the views of the area as and when the event goes ahead.

Both residents left the meeting at 7:44pm.

Councillors:

E. O'Neill (Chair), C. Hainsworth (Vice Chair), C. Russell, L. McShane, M. Childs, R. Chatterton, T. O'Regan, S. Jordan-Bird.

In Attendance

Eleanor Parfitt, Clerk to the Parish Council.
LCC Cllr C. Vernon who left at 8:16pm.

Agenda Item No	
2026.1	<p>Apologies for absence.</p> <p>R. Brocklebank, D. Bellamy, D. Heath-French, valid reasons given.</p>
2026.2	<p>Chair's remarks.</p> <p>Cllr E. O'Neill (Chair) welcomed everyone and offered apologies for missing the last meeting. Cllr stated that the agenda was relatively light despite this being the Annual General Meeting and that a successful Annual Parish Meeting was held a few weeks ago with great contributions from a variety of groups including some who don't attend often. Cllr encouraged other Parish Councillors to attend in future.</p>
2026.3	<p>Declarations of interest in accordance with the LGA 2000</p> <p>None.</p>
2026.4	<p>Elections:</p> <p>1. Election of Chair.</p> <p><u>It was proposed, seconded and Resolved</u></p>

Agenda Item No	
	<p>Cllr E O'Neill was unanimously voted as Chair and duly signed the Declaration of Acceptance of Office form.</p> <p>2. Election of Vice-Chair. <u>It was proposed, seconded and Resolved</u> Cllr C Hainsworth was unanimously voted as Vice Chair and duly signed the Declaration of Acceptance of Office form.</p>
2026.5	<p>Approval of the Minutes of the previous meeting.</p> <p>Cllrs E. O'Neill and M. Childs 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 the 7th April 2026 be approved as a correct record and duly signed and dated by the Vice Chair.</p>
2026.6	<p>Election of lead Councillors for: -</p> <p>1. Finance & Administration Committee (4 Councillors) <u>It was proposed, seconded and Resolved</u> Cllrs E. O'Neill, C. Hainsworth, M. Childs and C. Russell were duly elected.</p> <p>2. Environment & Amenities Working Group (3 Councillors) <u>It was proposed, seconded and Resolved</u> It was agreed that Cllrs would volunteer on an ad hoc basis when required.</p> <p>3. Highways & Footpaths Working Group (3 Councillors) <u>It was proposed, seconded and Resolved</u> It was agreed that Cllrs would volunteer on an ad hoc basis when required.</p> <p>4. Planning Committee (4 Councillors) <u>It was proposed, seconded and Resolved</u> Cllrs S. Jordan-Bird, C. Russell, C. Hainsworth and D. Bellamy were duly elected (TBC).</p>
2026.7	<p>County/District Cllr Report.</p> <p>SKDC Cllrs D. Bellamy and B. Green sent their apologies.</p> <p>LCC Cllr C. Vernon reported: -</p> <ol style="list-style-type: none"> 1. On the Skillington Quarry opening hours application, Cllr has no view as they sit on the Planning Committee but does have absolutely clarity that it is for a change to the hours and nothing else ie. HGV routes. Cllr will push back for a routing agreement if the quarry operator claims not to be able to control the route taken by HGV contractors. 2. Food waste collections have started very well with 950 tonnes being collected in the first month powering over 1900 homes. 3. Major works are to take place on the A151 roundabout which will have quite an impact so apologies in advance for the inconvenience caused. The closure will be up to 6 weeks with a full closure on a number of days. It will bring improvements in the long-term so worth doing but, again, apologies for the disruption. 4. There is a retrospective county planning application to retain the wheel wash at Colsterworth landfill off Crabtree Lane.

Agenda Item No		
	5. Roadworks will be taking place near the Woolsthorpe slip road.	
2026.8	<p>Resolve to investigate the costs, maintenance and any grant opportunities to provide defibrillators (AEDs) for the villages of Gunby and Stainby.</p> <p><u>It was proposed, seconded and Resolved</u> After a short discussion, it was resolved for the clerk to investigate installation costs and put together the last five years of maintenance costs as a reference for future maintenance to present to the next PC meeting in June. Unanimously agreed.</p>	
2026.9	<p>Resolve to investigate the costs of producing a Nature Trail information leaflet.</p> <p><u>It was proposed, seconded and Resolved</u> Cllr T. O'Regan presented a quote obtained by Mo Taylor of the Nature Trail to print 200 copies of the Nature Trail information leaflet for £115.00. A suggestion was made by Cllr. E. O'Neill (Chair) to also create a leaflet box for the Nature Trail entrance. An amendment to the resolution to proceed with the costs as already investigated was made and unanimously approved.</p>	
2026.10	<p>Risk Exception Report</p> <p>Received with no comments.</p>	
2026.11	Clerks Report	Action
1.	First instalment of SKDC's 2026/2027 Precept of £22,400.50 received 08/04/2026.	Clerk
2.	LCC Parish Grass Cutting Plans accepted for 2026/2027. Submission reference number 2799770.	Clerk
3.	Water switched back on at both allotment sites. Wave Utilities contacted regarding flooded water meter chamber at Woolsthorpe Road who advised reporting to Anglian Water (AW reference number 29284976).	Clerk
4.	Work requested by Roll & Scroll to repair missing railings at Woolsthorpe Road play area.	Clerk
5.	Pothole reported to Clerk by Cllr T. O'Regan at the Parish Council Meeting April 2026 photographed and reported to FMS. FixMyStreet ref: 9284165 . Work completed 20/04/2026.	Clerk
6.	LCC Parish Grass Cutting Agreement for 2026/2027 signed and submitted (submission reference 2806115).	Clerk
7.	Repairs carried out by clerk at Colster Way play area to swing – missing bolt replaced.	Clerk
8.	Enquiries sent to LALC regarding locum cover for clerk.	Clerk
9.	Focus Group contacted regarding unexpected charges on most recent phone bill. Case ID: CS15100108 . Update: credit note issued.	Clerk
10.	Support ticket created with CloudNext for email switchover.	Clerk
11.	Letters issued to residents on Woolsthorpe Road regarding fly tipping on the Nature Trail.	Clerk
12.	Thanks issued to attendees of the Annual Parish Meeting held on the 21 st April 2026.	
2026.12	Correspondence	
1.	Spring Community Newsletter received for the Weston March to East Leicestershire Great Grid Upgrade from the National Grid received.	Clerk/Cllrs

2.	Environment Agency newsletter titled 'What is General Drainage Charge, Local Levy, and Internal Drainage Board Precept?' received.	Clerk/Cllrs
3.	Report from Cllr R. Chatterton regarding microlights aircraft noise nuisance complaints from residents in Gunby and Stainby.	Clerk/Cllrs
4.	Email from a resident to report regular issues with cars parked on the S-bend on Colster Way adjacent to the nursery.	Clerk/Cllrs
5.	Phone calls and emails from a number of residents wishing to take an allotments at Stamford Road.	Clerk
6.	Advice from Cllr D. Bellamy that a Public Inquiry will be held for three to four days from the 14 th July on Planning Appeal APP/E2530/W/25/3370866 Erection of an anaerobic digestion (AD) facility.	Clerk/Cllrs
7.	Email from the Lincolnshire Community Foundation about their Crisis & Resilience Fund – Oil Support which offers eligible households a one-off £300 voucher to help with heating oil costs. Residents can apply online via www.lincolnshirecf.co.uk/crf or call : 01529 572 575.	Clerk/Cllrs
8.	Email from Cllr R. Chatterton regarding requests from residents in Gunby and Stainby for AEDs. Added to agenda: item number 2026.8.	Clerk/Cllrs
9.	Notification from LCC of a Temporary traffic restriction at Colsterworth. Reason for restriction: National Grid Plc – street light fault repairs. Nature and location of restriction: Road closure Order – The Ropewalk (between High Street and Back Lane). Period of restriction: 27/05/2026 – 29/05/2026	Clerk/Cllrs
10.	Notification from LCC of a Temporary traffic restriction at Colsterworth. Reason for restriction: Carriageway resurfacing. Nature and location of restriction: Road closure Order – B676 Bourne Road (Between A151 Bourne Road & Coronation Drive) A151 Bourne Road (Between B676 Roundabout & a point 1025m East, including A1 Northbound & Southbound Sliproads) Access Road to Services Period of restriction: 01/06/2026 – 18/07/2026 Accurate dates/times will be displayed on site in advance	Clerk/Cllrs
11.	Notification from resident regarding blocked drain work not being completed. Reports made to FMS.	Clerk
12.	Notification of an offer from Buckminster Estate to contribute the cost of two new defibrillators (AEDs) for the villages of Gunby and Stainby. Added to agenda: item number 2026.8	Clerk/Cllrs
13.	Report from resident of North Witham of fly tipping.	Clerk/Cllrs
14.	Email from LIVES (Lincolnshire Integrated Voluntary Emergency Services) to ask if the PC would consider supporting their work to recruit, train, and equip Community First Responders (CFRs) in the local area.	Clerk/Cllrs
15.	Report from resident about signage left behind after completion of recent resurfacing works at Bridge End, the overpass and the High Dyke. Report made to FMS ref: 9384648 .	Clerk
2026.13	SKDC Planning Applications	
S26/0458	Proposal: Erection of 18no. fixed self-storage units Location: Secure Self Storage (a1) Ltd, Great North Road, Colsterworth, Lincolnshire, NG33 5JJ Deadline for comment: 6 th May 2026	Comment
	SKDC Planning Permission Granted	
S25/1979	Change of use of agricultural field to cemetery Location: Old Post Lane Cemetery Extension Old Post Lane Colsterworth	

	Decision Date 15th April 2026	
S26/0315	Erection of greenhouse in rear garden Location: 38 Bourne Road Colsterworth Lincolnshire NG33 5JE Decision Date: 17th April 2026	
	SKDC Variation of Planning Permission	
PL/0012/26	Application for the determination of new (updated) conditions to which a mineral site is to be subject – to amend Condition 9 (hours of operation) Location: Skillington Quarry, Land to the East and West of Skillington Road, Colsterworth Deadline for comment: 8 th May 2026 Current hours are: 08:00 and 18:00 hours Monday to Thursday 08:00 and 13:00 hours Friday and Saturday No such activities shall take place on Sundays, Public Holidays or Bank Holidays New proposed hours are: 07:00 and 18:00 hours Monday to Friday 07:00 and 13:00 hours Saturday No such activities shall take place on Sundays, Public Holidays or Bank Holidays	Comment
	SKDC Approval of Details Reserved by Condition	
S25/2432	Submission of details reserved by conditions 5 (Surface and foul water drainage), 6 (Materials), 7 (Levels) and 12 (Landscape Management Plan) of planning permission S25/0455 - Construction of 3no. dwellings with associated car parking and external landscaping. Location: Land Between 16-18 Bourne Road Colsterworth NG33 5JE	None
2026.14	Finance and Administration (F & A) Committee Report (Cllrs C Hainsworth, E O'Neill, M Childs, C Russell). Next meeting tbc. 1. Resolve to renew the following policies at their annual review: - 1.1. CAD Freedom of Information Decision Template 1.2. CAD Freedom of Information Request 1.3. CAD Nature Trail Risk Assessment <u>It was proposed, seconded and Resolved</u> Points 1.1 – 1.3 unanimously agreed. 2. To Receive and approve the F&A Committee Report from the meeting 16/04/2026 (Cllrs C. Hainsworth, E. O'Neill, C. Russell). <u>It was proposed, seconded and Resolved</u> Unanimously agreed. 3. 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: - 4. Resolve to accept F&A Committee recommendation to confirm the Clerk's appointment pending the end of their probation on the 17 th May 2026.	

	<p>5. Resolve to pay future Employers PAYE contributions by direct debit.</p> <p><u>It was proposed, seconded and Resolved</u> Points 3 – 5 unanimously agreed.</p> <p>6. Net Position by Cost Centre and Code 30/03/2026 – received with no comments.</p>
2026.15	<p>Planning Committee Report</p> <ol style="list-style-type: none"> 1. Neighbourhood Plan Review. On Hold. 2. Resolve to comment on Planning Application S26/0458 Erection of 18no. fixed self-storage units. Location: Secure Self Storage (a1) Ltd, Great North Road, Colsterworth, Lincolnshire, NG33 5JJ. Deadline for comment: 6th May 2026 3. Resolve to comment on Variation of Planning Permission PL/0012/26 Application for the determination of new (updated) conditions to which a mineral site is to be subject – to amend Condition 9 (hours of operation). Location: Skillington Quarry, Land to the East and West of Skillington Road, Colsterworth. Deadline for comment: 8th May 2026 <p><u>It was proposed, seconded and Resolved</u> Points 2 – 3 unanimously agreed.</p> <p>Planning Appeal APP/E2530/W/25/3370866 Erection of an anaerobic digestion (AD) facility. Public Inquiry 14th – 17th July 2026 Church Hall London Road (14th - 15th) SKDC Offices, St Peters Hill (16th – 17th)</p> <p>Cllr R. Chatterton confirmed that dates are now potentially subject to change after request from the Planning Inspectorate to the appellant for more information.</p>
Group Reports	
2026.16	<p>Highways & Footpaths Working Group.</p> <p>No report.</p> <p>All Fix My Street (FMS) Reports can be found at https://fixmystreet.lincolnshire.gov.uk/</p>
2026.17	<p>Environment & Amenities Working Group Report.</p> <p>Update from Cemetery Extension Working Group.</p> <p>Cllrs C. Russel, C. Hainsworth and M. Childs to create a report on the feasibility of archeological work with a view to applying for a variation in conditions to the Cemetery Extension planning permission.</p> <p>Update from Nature Trail Interpretation Board (Phase 2) Working Group. (No update).</p> <p>Access to Woolsthorpe Road allotments.</p>

	Clerk reported a quote from Dave Ostler to fill in the ditch preventing easy car access to the Woolsthorpe Road allotments. Quote placed on hold while situation is escalated to the County Council.
2026.18	ACCOUNTS FOR PAYMENT FEBRUARY 2026 Unanimously approved see Appendix A.
2026.19	Matters requiring attention such as potholes and faulty streetlights. Cllr C. Hainsworth reported a resident requesting to pass on to LCC that the A1 should have a 50 mile an hour limit for safety reasons. Clerk to add to correspondence report. It was also reported that the footpath by school has been neatly trimmed so thank you to the resident responsible. Clerk requested to create new standardised email addresses for all councillors which was approved. Updates from Cllrs or Clerks Training Courses attended. Clerk – End of Year, AGAR & Audit Process via Zoom on 21 st April 2026.
2026.20	The date of the next Parish Council meeting is Tuesday 2 nd June 2026. There being no other business, the Chair, Cllr E. O'Neill closed the meeting at 20:42 pm. SIGNED: CHAIR DATE:

Cllr Name	Constituency	Attended	Apologies	Absent
E. O'Neill (Chair)	Colsterworth	1		
C. Hainsworth (Vice Chair)	Colsterworth	1		
D. Bellamy	North Witham & Lobthorpe		1	
L. McShane	Colsterworth	1		
T. O'Regan	Colsterworth	1		
R. Brocklebank	Colsterworth		1	
C. Russell	Colsterworth	1		
M. Childs	Colsterworth	1		
R. Chatterton	Gunby & Stainby	1		
D. Heath French	Colsterworth		1	
S. Jordan-Bird	Colsterworth	1		
Vacancy	Colsterworth			
Vacancy	Colsterworth			
Vacancy	Gunby & Stainby			
Vacancy	North Witham & Lobthorpe			

COLSTERWORTH AND DISTRICT PARISH COUNCIL			
ACCOUNTS FOR PAYMENT APRIL 2026			
ONLINE PAYMENTS			
Date of pmnt	Payee Name	Details	Amount
03/05/2026	Staff 2 & 3	Community Cleaning	£ 722.72
06/05/2026	Stuart Whitcombe	In Touch Editing	£ 85.00
07/05/2026	Life in Pictures	In Touch Printing	£ 417.60
08/05/2026	Scribe (Starboard Systems Limited)	Cloud Accounting System	£ 532.80
11/05/2026	Colsterworth PCC	Flowers for the church troughs	£ 280.00
12/05/2026	Clear Insurance Management Ltd	Local Councils Insurance Renewal	£ 896.74
			£ 2,934.86
CHEQUES			
103977	Eleanor Parfitt (Staff 1)	Clerk Salary and Expenses	£ 1,037.20
			£ 1,037.20
			£ 3,972.06
DIRECT DEBITS & DEBIT CARD PAYMENTS			
Date of pmnt	Payee Name	Details	Amount
08/04/2026	Nest Pensions	Contribution Schedule for March	£ 40.01
13/04/2026	TG Jones	Stamps	£ 14.56
13/04/2026	TG Jones	Office Stationery (file and dividers)	£ 10.00
20/04/2026	Sainsburys	Cling film for In Touch	£ 15.00
24/04/2026	Amazon EU Sarl	Office Stationery (clipboard)	£ 4.99
24/04/2026	Amazon EU Sarl	Office Stationery (printer paper)	£ 19.99
26/04/2026	HSBC	Bank Charges	£ 0.80
28/04/2026	Cartridge People	Printer Ink	£ 37.46
			£ 142.81
Balances			
Reconciled			
01/05/2026	Receipts from 01/04/2026	£	23,966.53
01/05/2026	Payments from 01/04/2026	£	4,328.97
	Surplus/Deficit	£	19,637.56
	Less Unpresented payments excl DD's	£	3,972.06
	Receipts/Payments	£	15,665.50
Balances			
01/05/2026	Deposit Account	£	52,958.17
01/05/2026	Community Account	£	29,311.03
	Total	£	82,269.20
	Less unpresented payments	£	78,297.14