

Draft Notes of the Parish Council meeting held on Tuesday 2nd June 2026.

Public Forum

One member of the public attended to query responsibility for the hedgerow along Old Post Lane on the left-hand side towards Melton Road. They stated that the hedgerow is overgrown and encroaching into the road by nearly a foot in places. They sustained scratches to their car trying to avoid traffic coming in the other direction.

Cllr. Hainsworth advised that the hedge is most likely the responsibility of the landowner, Colsterworth Trust Estates. It was requested that the clerk report to Fix My Street and contact Colsterworth Trust Estates.

The member of the public left the meeting at 7:33pm.

Councillors:

E. O'Neill (Chair), C. Hainsworth (Vice Chair), C. Russell, M. Childs, D. Bellamy, R. Brocklebank, T. O'Regan, S. Jordan-Bird.

In Attendance

Eleanor Parfitt, Clerk to the Parish Council.
SKDC Cllr D. Bellamy

Agenda Item No	
2026.21	<p>Apologies for absence.</p> <p>L. McShane, R. Chatterton, valid reasons given.</p>
2026.22	<p>Chair's remarks.</p> <p>Cllr E. O'Neill (Chair) thanked everyone for coming and noted that there was quite an important agenda item coming up in relation to cover for a period of leave for the Clerk but otherwise anticipated a relatively straight-forward meeting.</p>
2026.23	<p>Declarations of interest in accordance with the LGA 2000</p> <p>None.</p>
2026.24	<p>Approval of the Minutes of the previous meeting.</p> <p>R. Brocklebank and 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 the 5th May 2026 be approved as a correct record and duly signed and dated by the Chair.</p>
2026.25	<p>County/District Cllr Report.</p> <p>LCC Cllr C. Vernon and SKDC Cllr B. Green sent their apologies.</p> <p>SKDC Cllr D. Bellamy reported: -</p> <ol style="list-style-type: none"> 1. A resident on School Lane contacted the Cllr regarding a potential Conservation Area in case it was a district issue. Cllr advised the resident that it is the responsibility of the Parish Council to request the creation of a Conservation Area but as the Local Plan is not yet approved, it is not possible to request one at this time.

Agenda Item No		
	<ol style="list-style-type: none"> 2. Further to the Local Plan, the Cllr reported that the timetable seems to be falling behind which is causing some issues with the five-year housing supply. 3. A potential National Scheme of Delegation aimed at speeding up the planning process may cause issues with the local planning system. Cllr gave the example that SKDC receive over 2000 planning applications a year with only around 200 going to committee with the vast majority being approved or refused within the set timetable. As such, the Cllr doesn't feel a National Scheme of Delegation would help to speed up proceedings. 4. Confirmation that the Bourne Road development has been called into committee. 5. Confirmation that the faulty streetlights on Steeles Lane have been repaired. 6. It is looking likely that the AD Plant enquiry held by the Planning Inspectorate will go ahead on the 14th July 2026. 	
2026.26	<p>Resolve to approve the ongoing maintenance costs of £440 ex VAT per annum of defibrillators (AEDs) for Gunby and Stainby (based on the average yearly cost from the past five years).</p> <p><u>It was proposed, seconded and Resolved</u> After a short discussion about the practicalities of maintaining the new defibrillators (AEDs), the resolution was unanimously agreed.</p>	
2026.27	<p>Risk Exception Report</p> <p>Received with no comments.</p>	
2026.28	Clerks Report	Action
1.	Informal meetings arranged with potential clerks offering to provide cover for clerk's upcoming leave.	Clerk
2.	Water meter readings taken at both allotment sites.	Clerk
3.	Comment submitted on behalf of Parish Council in relation to SKDC Planning Application S26/0458 Erection of 18no. fixed self-storage units located at Secure Self Storage (a1) Ltd, Great North Road, Colsterworth NG33 5JJ.	Clerk
4.	Comment submitted on behalf of Parish Council in relation to LCC Planning Application 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.	Clerk
5.	Completed email migration to new domain with all councillors updated on new details.	Clerk
6.	Direct debit set up for HMRC PAYE payments as per May agenda item 2026.14.5	Clerk
7.	Insurance renewal with Clear Councils confirmed 12/05/2026.	Clerk
8.	Meeting with the Savills agent representing the Diocese of Lincoln and the householder of the property neighbouring the Stamford Road allotment site regarding the boundary hedge.	Clerk
9.	Broken swing seat identified at the Colster Way Play Area during checks. Wicksteed contacted for quotation on repair or replacement.	Clerk
10.	Advice received from LCC regarding the removal of the download delete function from the PC website management platform, JADU. LCC recommend avoiding uploading PDFs and to copy and paste info into document page format and to request deletions via email. Update: delete function restored.	Clerk/Cllrs

2026.29	Correspondence	
1.	Report from litter pick volunteer of fly tipping on the High Dyke footpath. Reported to FMS (FixMyStreet ref: 9408817).	Clerk
2.	Report from resident of rough ground on Back Lane at the entrance of the primary school. Clerk to investigate responsibility.	Clerk/Cllrs
3.	Email from the National Grid inviting participation in a survey on accessibility for the upcoming Weston Marsh to East Leicestershire Stage 2 community consultation expected in Autumn 2026.	Clerk/Cllrs
4.	Email from SKDC about woodland walks in June with the theme 'D-Day walks to honour American wartime bravery'. Walks will take place on the 5 th and 18 th June 2026 at Twyford Wood.	Clerk/Cllrs
5.	Email from LCC about Foster Care Fortnight 11 th to 24 th May which aims to celebrate and recruit foster carers and offers free Online Information Events.	Clerk/Cllrs
6.	Email from Woolsthorpe Manor regarding plans for the Newton 300 anniversary inviting collaboration on a community celebration.	Clerk/Cllrs
7.	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/Cllrs
8.	Correction to the Advance Notification of Road Improvements for the A151 Colsterworth East and West Roundabout Resurfacing scheme as follows: <ul style="list-style-type: none"> • East diversion via A1 / A52 / South Parade (A52) / Bridge End Road / Somerby Hill / Somerby Roundabout / High Dyke / Threekingham Roundabout / A15 / Bourne Road / Bourne (Village) / West Street / West Road • West diversion via A1 / A607 (Grantham/Melton Mowbray) / Saxby Road / Garthorpe Road / Coston Road / Buckminster Road / Stainby Road / Bourne Road 	Clerk/Cllrs
9.	Email from the office of the Police and Crime Commissioner for Lincolnshire asking for volunteers for the Independent Custody Visting scheme. More information can be found at : https://lincolnshire-pcc.gov.uk/about-us/icv/	Clerk/Cllrs
10.	Monthly Environment Agency newsletter received with the topic 'What are flood risk management systems?'.	Clerk/Cllrs
11.	Email from the Lincolnshire Emergency Planning & Business Continuity Service with their latest newsletter: https://www.lincolnshireresilienceforum.org/resilient-communities-programme/#news	Clerk/Cllrs
12.	Email from LCC inviting input to shape their Highways session at LALC 2026.	Clerk/Cllrs
13.	Call from Savills on behalf of the Diocese of Lincoln regarding hedge maintenance at the Stamford Road allotments.	Clerk
14.	Email from SKDC for the Great Big Green Week in June from the 6 th – 14 th June which includes free events and online webinars to help residents learn more about sustainability, recycling, food waste and active travel. First event to take place on Saturday 6 th June at the Grantham Canal Society Depot in Woolsthorpe by Belvoir from 10am to 3pm.	Clerk/Cllrs
15.	Emails regarding hedge maintenance along Footpath 1 between the Ingle Court estates from resident and a councilor. Next hedge cut brought forward to 22 nd June.	Clerk
16.	Notification from LCC of a Temporary Traffic Restriction at Lobthorpe by Lincs Comms Ltd. Reason for restriction: Install duct for telecoms. Nature and location of restriction: Road closure Order - Woolleys Lane (Between A1 & a point 1210m East). Period of restriction: 06/07/2026 - 19/07/2026	Clerk/Cllrs

	Accurate dates and times will be displayed on site in advance. Diversion routes and vehicular or pedestrian access arrangements will be signposted.	
17.	Email from LCC to highlight their dedicated bus website: https://lincsbus.com/ brings together up-to-date information on all bus services across Lincolnshire including concessionary bus passes, Callconnect services, fares, bus stops and shelters, and school travel.	Clerk/Cllrs
18.	Email from allotment holder regarding issues with tap usage. Clerk has sent an etiquette reminder to all allotment holders.	Clerk
19.	Notification received from the Colsterworth & District Youth Centre that their Annual General Meeting will take place on Tuesday 16 th June at 7:30pm at the Methodist Hall. Minutes to follow.	Clerk/Cllrs
20.	Notification from LCC Ref: 1052/SM/RD/JC ADVANCE NOTIFICATION OF ROAD IMPROVEMENTS SCHEME: A151 COLSTERWORTH EAST AND WEST ROUNDABOUT RESURFACING Due to unforeseen issues around the availability for traffic management on the A1, the planned A151 Colsterworth improvements will not be starting on Monday 1 June. Instead, the works are likely to begin later this summer. The new start date will be shared once it is confirmed in the coming weeks.	Clerk/Cllrs
21.	Community funding from South Kesteven District Council has been increased with larger grants now available. SKDC's new-look Small Grants Fund can now approve awards of up to £5,000, more than double the previous limit of £2,000. An expanded Large Grants Fund now offers up to £10,000 for community events, with £20,000 available for projects that support parish and community assets.	Clerk/Cllrs
22.	Notification from SKDC of an Extraordinary Cabinet meeting at 2pm Tuesday 9 th June to suggest a name for the new council; decide on a Returning Officer for elections; advise who will lead the Implementation Team; and offer its ideas for new joint committees to meet the government's deadline. The meeting is open to the public.	Clerk/Cllrs
2026.30	SKDC Planning Applications	
S26/0683	Proposal: Construction of 4no. Dwellings. Location: Land Between 16-18, Bourne Road , Colsterworth , NG33 5JE	Comment due 5 th June
S26/0770	The removal of an existing lattice mast and associated compound, and the installation of 1no. lattice sharable mast(height 30m), up to 12no. antennas to be installed on headframes, up to 24no. RRU?s, up to 2no. dishes and a multi-user electrical cabinet. Location: Telecommunication Base Station, A-1 Truckstop, Bourne Road, Colsterworth, Lincolnshire	No comment
S26/0687	Proposed substation, display totem, high brand totem and associated works. Location: Colsterworth Grantham NG33 5LN	No comment
S26/0918	Proposal: G1 - Group of 3 x horse chestnut, growing towards house - Provide approx 3m clearance from any part of the house and 4m crown raise on the surrounding horse chestnut trees. G2 - Group of 3 x silver birch, growing towards house - prune 3m away from property & 2.5m from ground level. T1 - Beech growing towards house - tree over patio, crown raise to 4m all around canopy. Location: The Rectory 13A Back Lane Colsterworth Lincolnshire NG33 5NJ	
S26/0688	Proposal: Installation of twelve electric vehicle (EV) charging bays, along with associated equipment, within existing car park of the OK Diner, Colsterworth. Location: Colsterworth, Grantham , NG33 5LN	No comment
	LCC Retrospective Applications	
PL/0011/26	Development: Retrospective application to retain the wheel wash and associated water tank, pumphouse and stabilisation tanks.	No comment

	Location: Colsterworth landfill, land off Crabtree Road, Colsterworth	
	Street Name Consultation	
SNN/2026/0159	New street name – consultation for the Development off Bourne Road. The developer has proposed the following name(s) for the official street naming: The Leys The above names have been suggested for following reasons: Relates to the development name and former use of land	Comment due 22 nd June
	SKDC Planning Permission Granted	
S26/0391	Proposal: Replace existing conservatory Location: 1 Manor Court Colsterworth Lincolnshire NG33 5ND	
S25/2188	Proposal: Erection of boundary fencing and gate Location: Manor House Church Street North Witham Lincolnshire NG33 5LH	
2026.31	<p>Finance and Administration (F & A) Committee Report (Cllrs C Hainsworth, E O'Neill, M Childs, C Russell). Next meeting tbc.</p> <p>1. Resolve to renew the following policies at their annual review: -</p> <ol style="list-style-type: none"> 1.1. CAD Standing Orders 1.2. CAD Code of Conduct Policy 1.3. CAD Social Media Policy 1.4. CAD Communications Policy <p><u>It was proposed, seconded and Resolved</u> Points 1.1 – 1.4 unanimously agreed.</p> <p>2. Finance: The Annual Governance & Accountability Return (AGAR) 2025/26 Resolve to -</p> <ol style="list-style-type: none"> 2.1. Acknowledge Annual Internal Audit Report 2.2. Approve Section 1 – Annual Governance Statement 2025/26 2.3. Sign Section 1 – Annual Governance Statement 2025/26 2.4. Approve Section 2 – Accounting Statements 2025/26 2.5. Sign Section 2 – Accounting Statements 2025/26 2.6. Approve Statements of Account 2.7. Approve the Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return <p><u>It was proposed, seconded and Resolved</u> Points 2.1 – 2.7 unanimously agreed.</p> <p>The Annual Governance Statement Section 1 was duly signed by the Chair of the Council Cllr E. O'Neill and the Clerk.</p> <p>The Annual Accounting Statement Section 2 was duly signed by the Clerk then by the Chair to the Council Cllr E. O'Neill.</p> <p>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: -</p> <p>4. Clerk's Maternity Leave 1st July 2026 to 31st October 2026 Resolve to –</p>	

	<p>4.1. Create the position 'Temporary Acting Clerk and Responsible Financial Officer'.</p> <p>4.2. Approve temporary position specifications.</p> <p>4.3. Appoint the candidate as recommended by the clerk/RFO to the temporary position.</p> <p>4.4 If appointment approved, add Temporary Clerk to the HSBC online banking system with an online payment limit of £1,000 daily and debit card limit of £250.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Points 4.1 – 4.4 unanimously agreed.</p> <p>5. Net Position by Cost Centre and Code 29/05/2026 – received with no comments.</p>
2026.32	<p>Planning Committee Report</p> <p>1. Neighbourhood Plan Review. On Hold.</p> <p>2. Resolve to comment on Planning Application S26/0683 Construction of 4no. Dwellings. Location: Land Between 16-18 Bourne Road, Colsterworth NG33 5JE. Deadline for comment 5th June 2026.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>After a discussion about issues around drainage and the footpath, Point 2 was unanimously approved.</p>
Group Reports	
2026.33	<p>Highways & Footpaths Working Group.</p> <p>No report.</p> <p>Cllr T. O'Regan reported that some large trees in Back Lane by the Rectory are just about touching the power cables on the far side. Cllr advised that he had phoned the National Grid to report.</p> <p>All Fix My Street (FMS) Reports can be found at https://fixmystreet.lincolnshire.gov.uk/</p>
2026.34	<p>Environment & Amenities Working Group Report.</p> <p>Update from Cemetery Extension Working Group – on hold.</p> <p>Update from Nature Trail Interpretation Board (Phase 2) Working Group – no update.</p>
2026.35	<p>ACCOUNTS FOR PAYMENT MAY 2026</p> <p>Unanimously approved see Appendix A.</p>
2026.36	<p>Matters requiring attention such as potholes and faulty streetlights.</p> <p>Clerk received a report from MCS Groundcare of an increase in dog fouling along footpaths 16, 17 and 18 that run along the river between the bridge on Woolsthorpe Road and the bottom of School Lane across to Old Post Lane. Confirmed by Cllr M. Childs. Clerk to investigate adding new signage.</p> <p>Clerk raised a recent meeting between a householder and a Savills agent representing the Diocese of Lincoln (as noted in the Clerk's Report) regarding the boundary hedge at the Stamford Road allotments. Clerk is in on-going dialogue with the agent working to</p>

	<p>come up with a solution suitable for all parties. Clerk confirmed that the hedge is cut annually.</p> <p>Updates from Cllrs or Clerks Training Courses attended.</p>
2026.37	<p>The date of the next Parish Council meeting is Tuesday 7th July 2026. There being no other business, the Chair, Cllr E. O'Neill closed the meeting at 20:27 pm.</p> <p>SIGNED:</p> <p>CHAIR DATE:</p>

Cllr Name	Constituency	Attended	Apologies	Absent
E. O'Neill (Chair)	Colsterworth	2		
C. Hainsworth (Vice Chair)	Colsterworth	2		
D. Bellamy	North Witham & Lobthorpe	1	1	
L. McShane	Colsterworth	1	1	
T. O'Regan	Colsterworth	2		
R. Brocklebank	Colsterworth	1	1	
C. Russell	Colsterworth	2		
M. Childs	Colsterworth	2		
R. Chatterton	Gunby & Stainby	1	1	
D. Heath French	Colsterworth		1	1 (TBC)
S. Jordan-Bird	Colsterworth	2		
Vacancy	Colsterworth			
Vacancy	Colsterworth			
Vacancy	Gunby & Stainby			
Vacancy	North Witham & Lobthorpe			

APPENDIX A

COLSTERWORTH AND DISTRICT PARISH COUNCIL			
ACCOUNTS FOR PAYMENT MAY 2026			
ONLINE PAYMENTS			
Date of pmnt	Payee Name	Details	Amount
18/05/2026	Dave Warden	Grass Cutting per Contract - £849	£ -
19/05/2026	Dave Warden	Grass Cutting per Contract - £928	£ -
20/05/2026	Dave Warden	Grass Cutting per Contract - £474	£ -
20/05/2026	Printhub	Nature Trail leaflets - £115.51	£ -
21/05/2026	Dave Warden	Grass Cutting per Contract - £925	£ -
03/06/2026	Staff 2 & 3	Community cleaning	£ 722.72
03/06/2026	Roll and Scroll	Woolsthorpe play area railing repairs	£ 224.10
05/06/2026	Stuart Whitcombe	In Touch editing	£ 85.00
08/06/2026	Life in Pictures	In Touch printing	£ 417.60
09/06/2026	Colsterworth Methodist Church	Hall hire fees	£ 120.00
			£ 1,569.42
CHEQUES			
103978	Eleanor Parfitt (Staff 1)	Clerk Salary and Expenses	£ 1,061.48
			£ 1,061.48
			£ 2,630.90
DIRECT DEBITS & DEBIT CARD PAYMENTS			
Date of pmnt	Payee Name	Details	Amount
05/05/2026	Focus Group	Office phone charges	£ 30.70
05/05/2026	Timpsons	Spare allotment keys	£ 40.00
05/05/2026	Amazon EU Sarl	Rubber bands for In Touch	£ 9.95
05/05/2026	T & D LTD (via Amazon)	Envelopes for In Touch	£ 17.94
07/05/2026	Cloudnext	Domain transfer and registration fee	£ 19.17
11/05/2026	Nest Pensions	Clerk pension contribution for April	£ 40.01
19/05/2026	Royal Mail Online	Stamps for In Touch	£ 91.00
26/05/2026	Nest Pensions	Clerk pension contribution for May	£ 40.01
26/05/2026	HSBC	Bank Charges	£ 0.80
28/05/2026	Focus Group	Office phone charges	£ 30.88
			£ 320.46
Balances			
Reconciled			
01/06/2026	Receipts from 01/04/2025	£	26,146.83
01/06/2026	Payments from 01/04/2025	£	12,005.50
	Surplus/Deficit	£	14,141.33
	Less Unpresented payments excl DD's	£	2,630.90
	Receipts/Payments	£	11,510.43
Balances			
01/06/2026	Deposit Account	£	53,013.88
01/06/2026	Community Account	£	23,851.59
	Total	£	76,865.47
	Less unpresented payments	£	74,234.57