

COLSTERWORTH and DISTRICT PARISH COUNCIL
Minutes of the meeting held on Tuesday 3rd July 2018

Public Forum

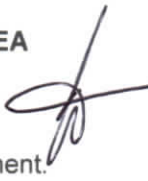
- The Chairman opened the meeting for the Public forum at 7.30 p.m.
- There were five members of the public present. Three were from Colsterworth and expressed their objection to SKDC Planning App S18/1004 the erection of 3 dwelling houses on land at the rear of Bridge End.
- A Stainby resident expressed their objection to SKDC Planning App S18/1048, erection of a two-story extension Colsterworth Road, Stainby. These objections were recorded, and it was explained that both of these planning applications were already on the Agenda, and their objections would be discussed at item 47.2.
- A Stainby resident expressed serious concern regarding speeding through Stainby. District Councillor Bob Adams explained that there were now full-time staff in Lincolnshire County Council Road Safety Partnership who were responsible for Community Speed Watch. Their aim is to train Councillors and members of the public to use speed guns to evidence the complaints of residents.
- The Public Session was extended to allow the public to express their concerns and ended at 7.55pm

Present

Councillors: D Bellamy, C Hainsworth, F Selby, C Russell, A Walden, J Walden, J Weston, G Henton, L Metcalf, and A Carsley. Cllr Weston joined the meeting at 20.05hrs.

In Attendance

At 19.45hrs District Councillor Bob Adams joined the meeting left at 21.25hrs.

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- 18/37 **APOLOGIES**
Cllr Scorrer & Cllr McShane.
- 18/38 **CHAIRMAN'S REMARKS**
The Chairman asked for those Cllrs who had not yet set up their new Council email address to action this, advising Cllrs to follow the instructions on the link contained in the set-up email sent by the Clerk. The Chairman encouraged members of the Sub-Committees to communicate with each other regularly.
- 18/39 **TO RECEIVE DECLARATION OF INTEREST IN ACCORDANCE WITH LGA2000**
None.
- 18/40 **MINUTES OF THE PREVIOUS MEETING**
It was proposed, seconded and
Resolved
That the official minutes of the meeting of the Parish Council held on 5th June 2018 be approved as a correct record and duly signed and dated by the Chairman.
- 18/41 **CO-OPTION OF COUNCILLOR FOR COLSTERWORTH**
It was proposed, seconded and
Resolved
Mr Barrie Gillingham was unanimously voted as Co-Opted Councillor for Colsterworth.
- 18/42 **AGREE ON STORAGE OF PARISH COUNCIL PROPERTY E.G. CHRISTMAS LIGHTS & ROAD CLOSED SIGNS.**
It was proposed, seconded and
Resolved
Unanimously agreed to store these items securely in a place agreed by the Parish Council.
- 18/43 **AGREE ON DESTRUCTION METHOD OF OLD DOCUMENTS STORED AT 'U HOLD THE KEY' STORAGE FACILITY.**
It was proposed, seconded and
Resolved
The Clerk to arrange for a professional document shredding company to dispose of the documents in line with Data Protection.
- 18/44 **REQUEST FOR NEW PLAY AREA EQUIPMENT FOR EXISTING NORTH WITHAM PLAY AREA FOLLOWING REDUCTION OF SPEED LIMIT TO 40MPH.**
Proposed, seconded
Resolved
To be deferred to the Finance and Administration Sub-Committee. Asses the cost of play equipment. Assistance would be given from the Parish Council in applying for 'GRANTS'.
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18/45 **UPDATE FROM MEETING WITH ENVIRONMENT AND AMENITIES, FINANCE & ADMINISTRATION COMMITTEES WITH YOUTH CLUB COMMITTEE.**

45.1 Clarification needed of Parish Council Trustee Responsibilities.

Proposed, seconded

Resolved

The Clerk to seek legal advice on the Parish Council's Trustee Responsibilities.

18/46 **SOUTH KESTEVEN LOCAL PLAN PROPOSED SUBMISSION – PUBLIC CONSULTATION**

Proposed, seconded

Resolved

Cllr Hainsworth to draft a report using the Sustainable Sustainability Matrix to identify if Colsterworth and District is a Sustainable Community.

18/47 **CLERK'S REPORT AND ITEMS ARISING FROM MINUTES**

	Report	Actions
1	New Website: Information and documents currently being transferred to new website.	Launch date of new website to be confirmed (watch this space for details!)
2	New Email addresses provided to all Councillors in line with Data Protection rules.	The new email address for The Clerk is: clerk@colsterworthanddistpc.co.uk
3	HSBC Online banking application made.	Minute ref: 18/31/3
4	Parish Council Insurance was renewed with BHIB Insurers.	Minute Ref 18/26.
5	Derelict Garage - The Clerk has contacted the Land Registry for further information on making a claim for Adverse Possession.	The information received is aimed at Conveyancers and it was agreed that legal advice should be sought
6	Colster Way play area wet pour surface will be re-placed week commencing 9 th July.	Minute Ref 18/25. A note has been placed in the In Touch to advise residents of the planned repair.
7	Cllr Hainsworth & the Clerk attended a Funding Training day provided by SKDC	This training will be useful in looking for 'Grant' opportunities for future projects.
8	Delay in receiving the Woolsthorpe Play Area Lease - The Clerk contacted Simon Allam the Colsterworth Estate Manager confirmed that there would be a meeting of the Trustees on 17 th July to ratify the agreement.	The Clerk to follow up with Mr Simon Allam after the 17 th July.
9	Old CO-OP Building – The Clerk investigated the Parish Council buying/leasing the building as a Community Centre. The Clerk obtained the following information from the letting agency Innes. Annual Rent of £15,000 or possible freehold sale at a cost of £175,000.	It was agreed that at these costs was not a viable venture for the Parish Council.

47.1

CORRESPONDENCE TO 03rd July 2018		Actions
1	Tele complaint of long grass growing on the access road rear of Woolsthorpe Road Allotments.	Grass cut by the village handyman
2	Email received from Secretary of St Peters Church Stainby asking for a contribution of £150 to the cost of grass cutting.	Agreed for Parish Council to contribute £100.
3	Report of overgrown path from Woolsthorpe Road to the Nature Trail.	Tidied up by village handyman
4	Tele call received in objection to some of the points contained in the new Tenancy Agreement and letter. Burn ban not practical & querying responsibility for hedge cutting.	These issues have been provided to the E & A Committee for their information.
5	Tele call received in objection to SKDC planning app S18/1004. 3 dwellings rear of Bridge End.	This was discussed at the meeting 5 th July 2018, agenda item 47.2.
6	Tele call received in objection to SKDC Planning App S15/2859 & S09/0795. The caller reported that a wall has been built taking some of	The Clerk contacted SKDC Planning and was informed that the

	the lane on School Lane making access for the SKDC refuse lorries and removal lorries very difficult.	Enforcement Team were looking into this.
7	Tele call – Complaint of overgrown hedge Stainby Road crossroads obstructing the drivers view to Colsterworth.	The Clerk contacted the Farmer who confirmed the hedge would be cut.
8	Email – S18/1048 Copy of letter of objection sent to SKDC.	This was discussed at the meeting 5 th July 2018, agenda item 47.2.
9	Letter received requesting permission to complete anti rabbit fence and erect a small shed on allotment plot.	Agreed, the Clerk will write a letter of consent.

47.2 PLANNING APPLICATIONS

SKDC Planning Applications

- S18/0972 Erection of 2 storey side extension, 13, Pasture Close, Colsterworth, NG33 5NA.
 S18/1004 Erection of 3 x dwellings rear of Bridge End, Colsterworth. The Parish Council discussed the objections raised in the earlier Public Session and agreed to support these objections and make a representation to SKDC Planning Department.
 S18/1048 Erection of two storey extension, front porch and garden room. 2, Colsterworth Road, Stainby, NG33 5QS. The Parish Council discussed the objections raised in the earlier Public Session and agreed to support these objections and make a representation to SKDC Planning Department.
 S18/1147 Group of Hawthorns to be felled. 5 Ash Close, Colsterworth.

Planning Consent SKDC

S18/0798 Removal of trees, 13, Back Lane, Colsterworth.

SKDC Planning Refusal

None

SKDC Planning Withdrawal

None

SKDC Planning Appeal

None

18/48 GROUP REPORTS

Highways and footpaths working group – Full report appended to these minutes.

48.1 Invitation be sent to County Cllr Bob Adams and LCC Officer Rowan Smith to meet with the Parish Council representatives to discuss priorities.

Proposed, seconded

Resolved : The Clerk would take this forward.

48.2 Request be submitted to LCC for a review of the Road Traffic Calming measures/signage/verges and footpaths (as agreed at March 2018 Parish Council meeting)

Proposed, seconded

Resolved : The Clerk would take this forward with Lincolnshire County Council.

48.3 Prioritise with some urgency the cleaning of debris in the gutters and pavements including the cut back of overgrown grass bank/verge and overhanging branches to improve safety and appearance of the village. Also clean and review signage.

Proposed, seconded

Resolved : The Clerk to make a report to SKDC 'The Big Clean'

48.4 Install a Vehicle Activated Sign (VAS) at Stainby in collaboration with LRSP/CSW

Proposed, seconded

Resolved : This would be taken forward by the Clerk in conjunction with Lincolnshire Community Speed Watch initiative.

48.5 Ringfence a sum of £5,000 for Highways and Footpaths initiatives in the Parish

Proposed, seconded
Resolved : Agreed

Environment & Amenities Sub-Committee Report – Full report is appended to these minutes.

The Bonfire Heaps have been removed and the Clerk is in the process of ordering padlocks and keys for both Stamford Road and Woolsthorpe Road. A notice board is being sourced for Stamford Road.

Finance and Administration Sub-Committee Report – Deferred to 16/07/18 date of F&A meeting.

District Councillor Bob Adams Report.

District Cllr Adams gave an informative report ranging from Planning to Road Traffic Issues.

18/49 **FINANCE**

49.1

Accounts for Payment

Proposed, seconded

Resolved – Payments approved, and cheques signed by HSBC signatories Cllr C Hainsworth and Cllr C Russell

103632	Harrison Print	In Touch Printing	£262.50
103633	SCRIBE	PC Accounting software package	£339.60
103634	Parsons Containers	Document storage	£56.46
103636	HMRC	1 st ¼ PAYE	£820.48
103637	Glasdon	Dog poo bags	£38.26
103638	Wicksteed Leisure	Play area parts	£53.38
103639	Graham Brumpton	LCC Grass cutting & Village Maint	£1,200.00
103640/41	Parish Council	Staff wages & Expenses	£1,593.07
103642	Stuart Whitcombe	In Touch Editing	£50.00
103643	Sir Isaac Newton Memorial Hall	Room hire 20/04/18 & 15/06/18	£27.00
		Sub Total	£4,440.75
DD's			
DD	Wave (Water Bill)	Stamford Road Allotments	£49.95
DD	BT	Office phone	£58.10
		Sub Total	£108.05
		Grand Total	£4,548.80

Approved by Parish Council to Date

Income	£21,720.58
Expenditure	£11,580.65
SURPLUS	£10,139.93

Bank Balances at 29th June

Community Account	£31,029.46
Deposit Account	£ 29,171.25
TOTAL	£60,200.71

Included in Balances above allocation for:

Community Fund	£181.81
War memorial maintenance	£2,000.00
Nature Trail	£1,000.00
Highways & Footpaths Min Ref18/48.5	£5,000.00
TOTAL	£8,181.81

18/50 **MATTERS REQUIRING ATTENTION SUCH AS POTHoles**

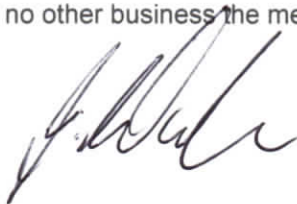
1. Pot holes on Chestnut Grove & Woodlands Drive reported to Highways.

2. Report of overgrown grass on the Rope Walk. Not Parish Council responsibility. The Clerk contacted the contractors Glendale who subsequently cut the grass.

18/51 **16. DATE OF NEXT PARISH COUNCIL MEETING:** 4th September 2018

There being no other business the meeting was closed at 21.34 hrs

SIGNED:



CHAIRMAN

DATE:

4/9/18.

Attendance to date (May 2018 to April 2019) – annual maximum 10 (No meeting August & January)

Name	Constituency	Attended	Apologies	Absent
D Bellamy	North Witham & Lobthorpe	3		
A Carsley	Colsterworth	2	1	
Vacancy	Colsterworth	-	-	
C Hainsworth	Stainby (Co-opted)	3		
G Henton	Colsterworth	3		
L McShane	Colsterworth	2	1	
L Metcalfe	Woolsthorpe	2	1	
C Russell	Woolsthorpe	2		
F Selby	Colsterworth	3		
B Scorrer	Colsterworth	1	2	
A Waldon	Woolsthorpe	3		
J Waldon	Woolsthorpe	3		
J Weston	Stainby	3		
Vacancy	North Witham & Lobthorpe	-	-	
M Cooper*	Colsterworth		1	
*	No longer Councillor			

**HIGHWAYS AND FOOTPATHS WORKING GROUP
(Formerly Road Traffic Group)**

Report to Colsterworth & District Parish Council meeting 03 July 2018

Lead Councillors: C Hainsworth (co-ordinator)
D Bellamy
J Walden

Terms of Reference:

1. Highways covers roads, signage, street-lighting, drainage and flooding, and safety (including speeding, environment, noise and air pollution)
2. There will be co-option to working groups of other Councillors, public and other interested parties such as neighbouring Parishes, Police and other Authorities as required.
3. The Parish has a combination of:
 - public highways for which Lincolnshire County Council is responsible
 - un-adopted / private roads
 - Cyclist routes
 - Footpaths
4. Areas monitored by the Working Group will include:
 - Roads, pavements and footpaths
 - Signage
 - Street-lighting
 - Drainage and Flooding
 - Safety:-
Speeding, driving in bad weather (gritting), pedestrians (especially children)



- Lorries
- Traffic Calming

1. The Lead Councillors reviewed the priorities from previous reports of the Road Traffic Group (full summary presented to and accepted by Parish Council February and March 2018) with a view to presenting priorities to full Council for agreement.
2. The main priority previously has been the implementation of the 40mph speed restriction at North Witham and this has finally been achieved. Some improvements have been noted by Cllr Bellamy
3. Recent concerns regarding the B676 through Stainby to the A1 (speeding, HGVs, quarry lorries, safety of pedestrians on the pavement including extending the 50mph limit from Buckminster in Leicestershire to Stainby) has been raised again.
4. Requests for traffic calming measures on the High Street at Colsterworth has also been unresolved. There has been no further update from the concerned parent who wanted to initiate a petition for the installation of a pelican crossing at High Street/Houghton Lane. However, Parish Council have already agreed to request a review by LCC once the new Co-op had been in situ for a few months,
5. The concerns regarding the A1 are ongoing with Highways England to conduct a survey which is being monitored by Nick Boles MP. Cllr Bellamy is continuing to liaise with County/District Cllr Bob Adams regarding information etc. (e.g., air pollution data). Further suggestion from Cllr Adams regarding crime statistics along the A1 has not been requested to date.
6. In order to take things forward the H&F Working Group would propose the following priorities and ensure that the funding is ringfenced in the accounts (£5,000.00).
7. It is worth noting that under the relevant legislation* Parish Councils can choose to spend money on road safety measures, such as the Power to provide traffic signs and other objects or devices warning of danger and traffic calming measures. There may also be grants that could be applied for.

Proposal	Where	How	How Much?
Invitation be sent to County Cllr Bob Adams and LCC Officer Rowan Smith to meet with the Parish Council representatives to discuss priorities.	All areas	Clerk, Chairman and H&F Co-ordinator	£0.00
Request be submitted to LCC for a review of the Road Traffic Calming measures/ signage/verges and footpaths (as agreed at March 2018 Parish Council meeting)	High Street and Bridge End	Clerk	No initial costs however, potential use of PC funds to make improvements if agreed following consultation.
Prioritise with some urgency the cleaning of debris in the gutters and pavements including the cut back of overgrown grass bank/verge and overhanging branches to improve safety and appearance of the village. Also clean and review signage	On the B676 at Stainby	Initially Clerk to approach LCC. Potential for voluntary groups including residents, NCS from Grantham, Big Clean	Potential costs if we have to default to our own staff or provide equipment etc. £2,000.00
Install a Vehicle Activated Sign (VAS) at Stainby in collaboration with LRSP/CSW	B676 Stainby	Already approved to sign up to CSW Not sure if we already have a VAS used in North Witham and what that actually delivers?	£3,000.00

-End-

***POWERS AND DUTIES**

Highways	<p>Power to repair and maintain public footpaths and bridleways. Power to light roads and public places. Power to provide parking places for vehicles, bicycles and motor cycles. Power to enter into an agreement as to dedication and widening. Power to provide roadside seats and shelters. Power to consent to a local highway authority stopping maintenance of a highway or stopping up / diverting a highway. Power to complain to district council about the protection of rights of way and roadside waste. Power to provide certain traffic signs and other Notices. Power to plant trees etc. and maintain roadside verges.</p>	<p>Highways Act 1980, ss.43,50. Parish Councils Act 1957 s.3. Highways Act 1980, s301. Road Traffic Regulation Act 1984 s.57, 63. Highways Act 1980 ss.30, 72. Parish Councils Act 1957 s.1. Highways Act 1980, ss.46, 116. Highways Act 1908, s.130. Road Traffic Regulation Act 1984, s.72. Highways Act 1980, s96.</p>
Traffic calming	Power to contribute financially to traffic calming measures.	Local Government and Rating Act 1997, s.30.
Transport	Powers to spend money on community transport schemes.	Local Government and Rating Act 1997, s.26-29.

COLSTERWORTH AND DISTRICT PARISH COUNCILENVIRONMENT AND AMENITIES SUB COMMITTEE REPORTJuly 3rd 2018

1. The bonfire heaps have been removed from both allotment sites.
2. New Tenancy Agreements have been drawn up with the small amendments agreed at the last full Council meeting and hand delivered by the Clerk with a covering letter explaining, as agreed, that the cost of the removal of any further heaps will be divided amongst the tenants.
3. In order to try to minimise the risk of further fly tipping, and as agreed by Council, padlocks will be fitted to gates where appropriate and tenants issued with a key.
4. The self-closing taps are proving difficult to source. The existing taps are compliant with regulations but are open to the risk of being accidentally left on or deliberately being turned on, causing a repeat of the problem at the Burial Ground which could result in a higher water bill for the Council.
5. The Clerk is investigating possible sources of a notice board for Stamford Road although there have been indications from some of the Woolsthorpe Road tenants that they would appreciate a similar facility.

Other business of the Amenities Sub Committee involved a meeting with the Finance Committee and members of the Youth Centre Management Trustees which will be covered by the Clerk in her Report.

End.