

## Colsterworth and District Parish Council

### Minutes of the meeting held on Tuesday 6<sup>th</sup> March 2018

#### Public Forum

- The Chairman opened the meeting for the public forum and apologised for an error in the December 2017 Agenda referring to the 'Junior Eyes Project'.
- The Leader of the Junior Eyes Project was in the public forum and said they wanted to make it absolutely clear that this was not the end decision for the reasons given. They expressed their disappointment that no one had shown any interest and that her contact details were given. They stated that they felt that the reasons given were not valid and asked that the Junior Eyes Booklets that were given out at the December meeting be returned at the April meeting or to the Clerk in time for the April meeting.

#### Present:

Councillors: D Cox, J Walden, C Russell, Bill Scorrer, C Hainsworth, J Weston, G Henton, A Walden, A Carsley, Lorna McShane, Lawrence Metcalfe

#### In attendance:

Parish Clerk: Sue Grant, Helen Bill & Steve Bill Neighbourhood Watch. At 20.20hrs District/County Councillor Bob Adams, District Councillor Andrea Webster joined the meeting.

All Parish Councillors are reminded that by law they are summoned to attend all Parish Council meetings. If they are unable to attend they must advise the Parish Clerk with a reason for non-attendance preferably before the meeting from which they will be absent – failure to forward this information means a Parish Councillor is shown as absent.

#### **1. Apologies for absence**

The Parish Clerk reported that apologies for absence with valid reasons had been received from Cllr F Selby, Cllr M Cooper and Cllr Bellamy.

#### **2. Chairman's remarks**

No comments

#### **3. To receive declaration of interest in accordance with LGA 2000**

The Chairman D Cox (DC) declared an interest in Agenda Item 6 as an allotment holder & a personal interest in Agenda Item 10.

Councillor C Hainsworth (CH) declared an interest in Agenda Item 6 as an allotment holder.

#### **4. Minutes of the previous meeting**

Please note the minutes are distributed in note form each month to all Parish Councillors so that they may make comments and alterations via the Parish Clerk thus saving valuable time at the Parish Council's next meeting when approving the minutes.

It was proposed, seconded and

**Resolved:** That the official minutes of the meeting of the Parish Council held on 6<sup>th</sup> February 2018 be approved as a correct record and duly signed and dated by the Chairman.

#### **12. Clerk's Report and items arising from the minutes. Brought forward on Agenda.**

- a) A press release was made in the Grantham Journal and Stamford Mercury in relation to the increased serious and fatal accidents on the A1.
- b) The new bank mandate has been confirmed as processed and live by HSBC.
- c) The pedestrian ramp situated outside the new COOP has been reported to LCC Highways as dangerous. LCC Highways are urgently looking into making this safe. The area has now been coned off for safety. LCC Highways and the contractors are in dispute over the responsibility. The Clerk will follow this up.
- d) Lincolnshire Police have been contacted in relation to the Police Station on Back lane and information has been received and under review.
- e) The Parish Council have sent a letter to Colsterworth Trust Estates/Stoke Rochford raising questions on the proposed development of the Woolsthorpe Playing area. The letter has been acknowledged suggesting a potential meeting date the middle of March.
- F) Request from the Nature Trail to purchase high viz vests from allocated fund.

#### **5. Police Station:**

5.1) To consider the data sheet and plan received from Lincolnshire Police and decide how if Councillors choose to pursue its possible purchase.

It was proposed, seconded and

  
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**Resolved:** That the running costs and maintenance required were a negative reason to purchase the Police Station

5.2) To consider the possibility of applying for a community asset transfer in relation to the potential purchase of the Police Station. 9 Councillors against 2 Councillors for.

It was proposed, seconded and

**Resolved:** That the usage as a community facility was questionable and there is limited parking available. 9 Councillors against 2 Councillors for.

#### **6. Allotment and Field Rents: -**

6.1) To consider and review whether there is a need to increase the current allotment and field rents prior to their Annual Renewal in April.

It was proposed, seconded and

**Resolved:** To keep the annual Allotment and Field rents the same, no increase. £15 for half an allotment, £30 for a full allotment and £500 for the field/paddock.

6.2) To arrange for the overdue allotment inspection from September 2017.

It was proposed, seconded and

**Resolved:** The allotment inspection would be completed in April by the Clerk.

#### **7. In Touch Advertising Rates: -**

7.1) To consider and review whether there is a need to increase the current In Touch advertising rates to cover its costs.

It was proposed, seconded and

**Resolved:** The In Touch advertising rates are to remain the same. £52 for small ad, £104 for a large ad. These are to be reviewed in the February 2019 Parish Council meeting. All payments are to be aligned to renew in April of each year.

#### **8. LALC Website access: -**

8.1) The LALC website is administered by the Clerk. How do Councillors wish to share these details in order to have full access to the website?

It was proposed, seconded and

**Resolved:** All Councillors to be provided with the password. Password to be changed when there is a change of Councillor.

8.2) To agree who should be responsible for contacting LALC e.g. Course Bookings?

It was proposed, seconded and

**Resolved:** All Course bookings must go through the Clerk.

#### **9. Annual subscription renewals: -**

9.1) To agree the LALC Renewal subscription due 1<sup>st</sup> April 2018.

It was proposed, seconded and

**Resolved:** LALC Renewal subscription would be renewed.

9.2) To agree the Community Lincs renewal subscriptions.

It was proposed, seconded and

**Resolved:** Clerk to investigate the benefits of the Community Lincs prior to renewal.

#### **10. Stainby Bus Shelter replacement: -**

10.1) To review the three bus shelter quotations and decide on which contactor to use.

It was proposed, seconded and

**Resolved:** All quotes had different specifications. Clerk to obtain second quotes with same specific specifications. Councillor Weston offered to provide specification requirements.

10.2) To agree to progress the third-party insurance claim with the contractor selected at 10.1

It was proposed, seconded and

**Resolved:** This would not be progressed until second quotes are received at 10.1.

#### **11. Annual Play Area Inspections, to agree and arrange annual unaccompanied play area inspections for the following play areas: -**

11.1) Colster Way Play Area.


11.2) Village Hall Play Area, North Witham.

11.3) Woolsthorpe by Colsterworth Play Area.

11.4) Old Post Lane Play Area, Woolsthorpe by Colsterworth.

It was proposed, seconded and

**Resolved:** Wickstead Leisure to carry out annual unaccompanied inspections at 11.1, 11.2, 11.3 & 11.4. Councillors Russell (CR) and Selby (FS) will carry out monthly checks on the play areas. The Clerk to put a note in the InTouch magazine for parents and carers to contact the Clerk if they notice any issues at the play areas.

  
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**12. Review of Standing Orders: -**

- 12.1) For Council to agree the format and content as set out in the discussion paper.  
 12.2) For Council to agree the draft committee structure.  
 12.3) For Council to agree the draft scheme of delegation  
 12.4) For Council to formally agree and adopt and publish the agreed revised standing orders.  
 12.5) For Council to agree to an annual review of standing order, scheme of delegation, procedures and protocols.  
 12.6) For Council to agree the draft Financial Regulations

It was proposed, seconded and

**Resolved:** Councillors agreed to move forward with draft Standing Orders at 12.1, 12.2, 12.3, 12.4, 12.5 &

**13. SKDC Woolsthorpe Conservation Area Review 2018:-**

- 13.1) Do the Council agree the proposal to extend the conservation area Of – Field to the east of Woolsthorpe Manor, Water Lane?  
 13.2) Do the Council agree to the proposal to extend the conservation area at – Fields to the west of No 53 and No. 55 Newton Way?  
 13.3) Do the Council agree to the proposals to exclude part of a conservation area, no longer deemed to be of interest at Nos. 12, 18 & 20 Newton Way?

It was proposed, seconded and

**Resolved:** Further information required for 13.1, 13.2 & 13.3. The Clerk to obtain a visual map of the area. SKDC Planning are looking into this review. The Clerk to contact SKDC for an update.

**15. Group Reports - Road Traffic Group**

The full report is appended to the notes/minutes reporting on on-going and emerging traffic management issues. The report was received by Councillors.

- 15.1) A request is made to LCC highways for a review of road traffic calming measures/ signage/safety on High street and Bridge End from the B676 crossroads to the new Co-op

It was proposed, seconded and

**Resolved:** Agreed.

- 15.2) Timing to be determined at a date that takes into account the impact of the relocation of the Co-op (suggested three months – in the 2018/2019 financial year)

It was proposed, seconded and

**Resolved:** Agreed.

- 15.3) **Stoke Rochford/Colsterworth Trust Estates update.**

It was proposed, seconded and

**Resolved:** Clerk to arrange a meeting of the Sub-Committee with Stoke Rochford/Colsterworth Estates for the middle of March.

**16. Correspondence**

11/02/18 Email received objecting to the Colsterworth Trust/Stoke Rochford proposals to develop on the Woolsthorpe Playing area.

20/02/18 – Telephone call received from a new resident in the High Street concerned about the state of repair of the derelict garage close to his property.

21/02/18 - Email received regarding standing water on the road at the entrance to the new COOP car park. Reported to Highways by the Clerk.

Request to use two photographs from the Parish Website to use on 'The Tracks Through Grantham' website.

02/03/18 – Email Received 'Activate your Community' Holiday clubs.

02/03/18 – GDPR update. DPO to be an external individual.

02.03/18 – Colsterworth Church, Isaac Newton Project have been successful in winning a lotter grant of £10,000 from the Heritage Fund.

05/03/18 – Letter received regarding the Junior Eyes Booklet. Clerk read out the letter aloud. This was discussed on 7<sup>th</sup> November 2017 and as an Agenda Item on 6<sup>th</sup> February 2018 meeting. The Parish Council made a decision which the person responsible for writing the letter was unhappy with and how that decision had been articulated because they are part of the Neighbourhood Watch. Clerk to seek further guidance from LALC.

**17. Planning Applications****LCC PLANNING**

**The following applications were received:**

**None**

**LCC PLANNING – Enforcement**

**None**



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**SKDC PLANNING****The following applications were received:**

S18/0110 – Mr & Mrs Richardson – Loft conversion including insertion of dormer windows. ( Bourne Road.  
 S18/0248 – Mrs H Butterworth – Fell Alder Tree, remove lower horizontal branches overhanging boundary. 26 Newton Way.

S18/0246 – Mr A White. Change of use of land to create trailer parking area, A1 Truck Stop.

**SKDC Planning Permission Approval**

S17/2469 – COOP Food. Erection of signage. COOP Bridge End, Colsterworth.

S17/2482 – Roderick Royce. Alterations to building within curtilage of a listed building. The Hollies, Back Lane.

S17/2481 – Roderick Royce. Alterations to and change of use of building to residential accommodation. The Hollies, 18 Back Lane.

S18/0033 – Ms Cheralyn Taylor. Cut back branches of apple tree 1.5m. 22 Newton Way.

**SKDC Planning Enforcement**

None

**SKDC Planning Withdrawal**

S17/0979 – Mr & Mrs Hart. Proposed 2 story dwelling. Land rear of 15 Stamford Road.

**SKDC Planning Appeal**

None

**18. Finance: Accounts for payment****COLSTERWORTH AND DISTRICT PARISH COUNCIL****ACCOUNTS FOR PAYMENT February 2018**


CHEQUE NUMBER	SUPPLIER	DETAILS	VALUE £'s
103588	H P Print (In Touch)	In Touch printing	262.50
103589	Glasdon	Polybag for fido bin x 200	38.26
103591	LALC	Clerk's full day course 06/02/18	25.00
103592	LALC	Annual subscription 18/19	506.50
103593/103594	Employee's	Clerk & Com Cleaners & Expenses	1346.99
103595	Colst & Dist Gard/Allotment	Grant Church Troughs	175.00
103596	Stuart Whitcombe	In Touch Editing	50.00
DD	BT	Phone	25.38
		<b>Grand Total</b>	<b>2429.63</b>

**Actual****Approved by Parish Council**

Income	59,118.09
Expenditure	49,291.57
Surplus/Deficit	£ 9,826.52

**Bank balances 28.02.18**

Community Account	£18,012.24
Deposit Account	£29,166.27

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	<b>Total</b>	<b>£47,178.51</b>
<b>Included in balances above:</b>		
<b>Community Fund</b>		
<b>Newton project</b>	<b>£181.81</b>	
<b>War Memorial maintenance</b>	<b>£1,000.00</b>	
<b>Nature Trail</b>	<b>£2,000.00</b>	
	<b>£1,000.00</b>	
	<b>TOTAL</b>	<b>£4,181.81</b>

**19. Matters requiring attention such as potholes and faulty street lights**

- a) Standing water outside the entrance to the New COOP has been reported to the LCC Highways Department who are investigating.
- b) The damaged road surface on Back Lane close to Millfield House has been reported to LCC Highways.

**20. Any other business**

- a) Pot hole - junction of Chestnut Grove & Woodlands Drive.
- b) Pot hole – junction of Back Lane & High Street.
- c) Pot hole – High Street, near to Bede Houses.
- d) Councillor Scorrer (BS) stated that more salt is required for the Village Gritter and suggested the possibility of purchasing a new gritter and salt for the Village.

**There being no other business the Chairman closed the meeting at 21.19hrs.**

**Signed:** Chairman **Date:**


Attendance to date (May to April – annual maximum 10)

	<u>Attended</u>	<u>Apologies</u>	<u>Absent</u>
C Atter	3	1	
M Cooper	4	4	
A Wood	0	1	
J Weston	7	1	
A Carsley	6	2	
D Cox	8		
D Bellamy	4	4	
C Russell	8		
J Walden	8		
F Selby	7	1	
G Henton	8		
B Scorrer	6	2	
C Hainsworth	8		
D Colyer	1	2	
A Walden	5		
L McShane	2		
L Metclafe	2		

Note: July meeting was void – only 9

**ROAD TRAFFIC GROUP**  
**Report to Parish Council Meeting 06 March 2018**

- At the time of this report there has only been one incident of concern regarding traffic movement. A local quarry contractor continues to draw attention; on this occasion what was considered as a "convoy" of three lorries was reported.
- The ongoing concerns identified in the Parish remain in relation to the A1, safety, speeding, parking, environment, HGVs and standard of roads.
- The A1 issues are being monitored and the press release from the Council was well reported in the Grantham Journal. Thanks to Cllr Bellamy and Nick Boles MP for the progress made in relation to raising concerns.

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4. Potholes and flooding continue to be reported to LCC via the Parish Clerk and individual residents. Of concern is Back Lane with raised ironworks and potholes becoming much worse.
5. Information has just been received by the Clerk from LRSP regarding the Community Speedwatch Scheme. Cllr Hainsworth will report back to Council at April 2018 meeting.
6. The request for Council support for a petition for a pelican crossing at Houghton Lane/High Street was considered at last meeting. A further suggestion has also been put forward for priority traffic calming measures and bollards on the High Street.

At this stage the Council cannot support any individual suggestion put forward but fully support any initiatives for the safety of residents and property. The parent making the request has been advised of the decision by Council.

Having sought information from Lincolnshire Road Safety Partnership (LRSP), the process has now been clarified.

- Individuals can submit their requests to LCC general enquiries
- At that point the LRSP can be asked to get involved by LCC to complete a safety audit if the Highways Officer thought it was appropriate or necessary.
- LRSP are also able to look at any issues by gaining local knowledge for parents and children on their school journey and offer road safety education if appropriate
- Separate requests by the Parish Council can be made which would support any individual concerns raised.

LCC did carry out a costing exercise some years ago of the High Street/Bridge End and the Parish Council can request a review of this from LCC via general enquiries. Since that initial exercise was carried out there have been a lot of developments in the Parish including additional housing and increased problems with parking. Along with the relocation of the Co-op and planned housing development on Bridge End, there appears to be sufficient changes to request a review.

It is proposed to Council therefore:-

1. A request is made to LCC highways for a review of road traffic calming measures/ signage/safety on High street and Bridge End from the B676 crossroads to the new Co-op
2. Timing to be determined at a date that takes into account the impact of the relocation of the Co-op (suggested three months – in the 2018/2019 financial year)

Cllr Hainsworth  
23 February 2018



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