Minutes of the remote Parish Council meeting held on Tuesday 6th October 2020

Public Forum

There were no members of the public present.

<u>Councillors:</u> C Hainsworth, C Russell, J Skelton, A Bouvie, R Brocklebank, L Bennett, J Clark, D Cox, C Poole & L McShane. Cllr Poole left the meeting at 20.53hrs.

In Attendance

Sue Grant Parish Clerk. District Councillor D Bellamy joined the meeting at 7.30pm and left at 7.51pm. County Councillor Bob Adams joined the meeting at 8.11pm and left at 8.54pm

Agenda Item No	Item						
2020.65	Apologies for absence: G Henton valid reasons given.						
2020.66	Chairman's Remarks: The Chair to the Council Caroline Hainsworth said it was nice to see everyone and hoped to keep the meeting tight and debate to the minimum.						
2020.67	Declarations of Interest in accordance with the LGA 2000. None.						
2020.68	Approval of the Minutes of the previous meeting: It was proposed, seconded and Resolved That the official minutes of the meeting of the Parish Council held on 1st September 2020 be approved as a correct record and would be duly signed and dated by the Chairperson.						
2020.69	 County/District Councillor Report County Councillor B Adams reported the following: County and District Budgets are ok by using reserves to keep heads above water with extra help from the Government by the way of a loan or grant. If there is another full lockdown there is the potential for business rates to be impacted. Cllr Adams discussed broader matters such as the Passenger Transport Consortium, alleviating kerb parking & powers to issue fixed penalty notices, Cllr Adams stated that there needs to be a variation on what can be done in towns and villages. Highways – the hand over to Balfour Beatty did not go as smoothly and seamlessly as hoped. Concerns about the quality of work have been raised. There will be a Highways Scrutiny Report in the New Year. District Councillor D Bellamy Reported: The Concrete Block Manufacturing Facility on the A1 planning application was pulled out by the applicant at the last minute from SKDC Planning. It is still pending. Application S20/1604 – Change of use of premises. Abacus Coaches Great North Road South Witham NG33 5LN. Has been redacted and not going ahead. There is a Government wide consultation on planning which has the potential of relaxing planning applications. Awaiting outcome. 	N/A					
2020.70	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: - Resolve to agree to send the recommendations of the Complaints Procedure Stage 2 resolution to the complainant about the complaint received by the Parish Council,						

Agenda Item No	Item	Action By
	subject to the legal review received. (Cllr's DC, JS & JC) See Minute Ref: September 2020.55	
	It was proposed, seconded and Resolved Unanimously agreed to send the recommendations of the Complaints Procedure Stage	
	2 resolution to the complainant.	
2020.71	Resolve to support or oppose the Lincolnshire County Council Woolsthorpe Rd, Stopping Up Application. It was proposed, seconded and Resolved A discussion took place, and it was agreed for the Clerk to request further information from LCC and to defer the agenda item to the November 2020 meeting. Cllr Adams offered to take this forward with SKDC and LCC.	Clerk
2020.72	Resolve to agree the request by the Colsterworth and District Youth Centre Committee to purchase and site an adult bench on Colster Way Play Park with 50% contribution each by Parish Council and the CADYC. It was proposed, seconded and Resolved For the Clerk to source quotations for the bench of around £750 - £800 and defer the full decision to the November agenda.	Clerk/Cllr DC
2020.73	Resolve to agree the Colsterworth and District Gardener's and Allotment Holders grant application £200 for the flowers and maintenance of the Church Troughs for the 2021 season. Minute Ref: June 2020.20 It was proposed, seconded and Resolved Unanimously agreed.	Clerk
2020.74	Resolve to write to Colsterworth Trust Estate (CTE) to agree the terms and length of the Woolsthorpe Play Area Lease, following the remote meeting of 15/09/2020 with Simon Allam,(the CTE Manager), Councillors D Cox, C Russell and the Clerk. See Minute Ref: September 2020.57 It was proposed, seconded and Resolved Unanimously agreed for the Clerk to write to CTE requesting a lease of 10 years and include the aspirations by the Parish Council to improve the play area.	
2020.75	Resolve to investigate the feasibility and cost of gaining access to the millennium pond to improve and create a permanent outdoor space (Cllr's CR' & DC). It was proposed, seconded and Resolved Unanimously agreed.	
2020.76	To resolve Parish Council Wreath Laying responsibility for Remembrance Day 8th November 2020 and agree to provide a budget of a maximum of £80 for bedding plants for the garden areas. It was proposed, seconded and Resolved Unanimously agreed for a budget of a maximum of £80. Cllr Bouvie offered to donate some bedding plants and a donation has already been received from Maurice and Jackie Taylor. Unanimously agreed for the Chair of the Council Caroline Hainsworth to lay the wreath on behalf of the Parish Council.	
2020.77	Resolve to agree the Clerk's request to carry over two weeks annual leave from Dec 2019 - Dec 2020 to Dec 2020- Dec 2021 It was proposed, seconded and Resolved Unanimously agreed.	

Agenda Item No	Risk Exception Report It was proposed, seconded and Resolved The Clerk to continue to control and manage the risks towards the target RAG status of low risk (Green).					
2020.78						
2020.79	Clerks Report to 25/09/2020					
	Old Post Lane junction Water Lane overgrown hedge reported to Woolsthorpe Manor. This will be cut back at the corner then fully cut back in October.	Clerk				
	Annual village hedge cutting back will take place in October.	Clerk				
	The FCC Grant application for the North Witham Play Area has been submitted and awaiting outcome in December 2020.	Clerk				
	The Clerk held a remote meeting with Simon Allam (Colsterworth Trust Estate Manager, Councillors. Russell and Cox to discuss the Woolsthorpe Road play area lease. Update to Council on the October Agenda.	Clerk				
	All Policies adopted at the September meeting have been uploaded to the new website.	Clerk				
	ICO Data Protection renewed 3 rd October 2020. Certificate uploaded to the website.	Clerk				
	Correspondence					
	Several neighbourhood watch alerts regarding online scams.	Clerk				
	Several reports of overflowing bin at Old Post Lane Play Park. The Clerk reported this to SKDC several times and has asked for an extra bin to be placed in the play park as the bin regularly overflows with rubbish.	Clerk				
	NALC 2020-21 NATIONAL SALARY AWARD to be implemented from 01/04/2020	Clerk				
	Report of overflowing bin Colster Way Play park. The Clerk attended with two residents and removed the rubbish. SKDC informed.					
	Confirmation that the Annual Return for Colsterworth and District Youth Centre has been submitted.					
	Email received detailing the NHS Test and Trace app launch – Thursday 24 September					
	A Thank you card, addressed to the Parish Councillors received for the thank you flowers sent to the IN Touch magazine volunteer delivery coordinators who are taking a break.	Clerk				
	Several Fix my Street reports made by Councillor Brocklebank have been taken forward by Highways. Details at agenda item 2020.61.1.	Clerk				
	Request from the Nature Trail Ranger to equip the new volunteers with the appropriate tools and the need to repair the broken kissing gate. (Buildbase.) This is a substantial discount on the list price. 5 pairs men's gloves. £23.60 5 Pairs women's gloves. £23.60 3 bow saws. £45 5 bow saw blades. £17.15 5 pairs secateurs. £50 5 pairs loppers. £132.50 2 bags Postcrete. £9.50 1 post (kissing gate). £25	Clerk				
	Total. £326.35 Approximately Report of dog waste in the Church yard, St John the Baptist Church. Request for a dog	Clerk				
	waste bins to be placed at the entrance of the Church. Similar request have been rejected as this does not solve the problem. There is not the capacity for the Community Cleaners to empty more dog waste bins. The Clerk will arrange for a dog fouling sign to be placed at each entrance of the Graveyard.	CICIK				
	Report of vehicles parking on the grass verge on Woolsthorpe Road obstructing the footpath. Information forwarded to PCSO Bowden.	Clerk				
	Receipt of the Colsterworth Group of Churches Annual Report 2019	Clerk				

Agenda Item No	Item				
	04/10/2020 Report of damage to climbing frame Old Post Lane play park. Clerk to investigate and arrange repair.				
	Email received informing the Parish Council of the resignation of the Chair of the Village Hall Committee.				
	A local Builder considering a potential development in that the Village of North Witham and would like to meet with the North Witham Parish Councillors to understand local support (or otherwise) for housing in that area and also local housing need. The land is old quarry site, formerly allotment land adjacent to the village hall. Address: Land to the west of Old Post Lane, North Witham, Grantham, NG33 5JZ				
	Request to erect a poly tunnel greenhouse approx. size 2 x 4 meters on an allotment at Woolsthorpe Road.	Agreed. Clerk to reply.			
	Planning Applications:				
	SKDC Applications				
S20/1306 Amended	First floor extension to existing dwelling. 33A Newton Way, Woolsthorpe By Colsterworth, Lincolnshire, NG33 5NR	<u> </u>			
Plans	No Objections - 2 Object - 3 Abstention/Neutral - 4 SKDC Planning Approval	No action			
S20/0167	Double storey rear extension. 15 Bridge End Colsterworth, NG33 5NZ.	No action			
S20/1023	Demolition of existing building and erection of a new detached Building. 27 Bridge End Colsterworth, NG33 5NZ	No action			
S20/1100	Single storey extension to dwelling. 9 Woolsthorpe Road Woolsthorpe By Colsterworth NG33 5NT				
S20/1097	Two storey extension, conversion to form garage, replacement windows. 2 Witham View, Colsterworth, Lincolnshire NG33 5SU.				
	SKDC Appeal None				
	SKDC Withdrawal				
	None				
	LCC Planning Approval				
	Proposed Stopping Up application by Lincolnshire County Council of part of the Public Highway at Woolsthorpe Road. See agenda item 2020.71.				
2020.61	Highways & Footpaths Working Group (Cllrs Bennett, Clark and Hainswer Report uploaded to website. Parish Council priorities with LCC are noted no further action at this time. 376476 - Deep rut A1 Roundabout junction A151 376474 - Kerb edging on roundabout damaged junction A151 - In program 376479 - Yellow bottles discarded High Dyke/Bridge End 376480 - Newton Way long pot-hole. 376497 - A151, holes to the right edge of the east bound lane. 376496 Truck Stop roundabout, rut in the road on the curve Action section 1. War Memorial Grant Application Update	but there is ess			
	 Remains COVID-19 affected. Awaiting a response from the PPIY Arc who has been on furlough. Phase 2 agreed June meeting minute ref;2020.26.2 New Play Equipment for North Witham Play Area Working Party Update (JC, CH & AB). FCC Grant application, Third Party Contributor letter submitted. September meeting minute ref; 2020.61.2. Awaiting result of the application. 				

Agenda Item No			Item		Action By	
	2020.61.3 Finance and Administration Committee Report (Cllrs Bouvie, Hainsworth & McShane) No report this month, next meeting 20.10.2020.					
	NALC 2020-21 NATIONAL SALARY AWARD to be implemented from 01					
		Net Position by Cost Ce • Uploaded to the	entre and Code 25/09.2020. • website.			
2020.62	Finance: Appr	ove Accounts for Paymen	t for Sontombor 2020		Γ	
2020.62		ed, seconded and	it for September 2020		Clerk	
	Unanimously a					
		ONLINE	PAYMENTS	_		
	Date of payment	Payee Name	Details	Amount		
	10/09/2020	Clare Banks	Thank You Flowers	£35.00		
	11/09/2020	Printerinks	Printer Ink	£23.95		
			In Touch Editing October			
	07/10/2020	Stuart Whitcombe	Issue	£60.00		
	07/10/2020	Colsterworth Trust Estate	Ground Rent - Embankment Wood	£10.00		
	07/10/2020	Colsterworth Trust Estate	Ground Rent - W/R Allotments	£10.00		
	08/10/2020	Diocese of Lincoln	Ground Rent S/R Allotments	£135.00		
			0.1.7.1			
			Sub Total	£215.00		
		CL	IEQUES			
	CHEQUE	SUPPLIER	DETAILS			
	NUMBER	OOI I LILIX	BETAILS	VALUE		
	103841	W G Harrison	In Touch Printing	271.50		
	103842	HMRC	PAYE 2nd Quarter	556.52		
	103843	Wellers Headley Law	North Witham Village Hall			
		Group LLP Streetwise	Play Area Lease	£300.00		
	103844	Environmental Trading Ltd	LCC & Village grass cut	£402.00		
	103845	Streetwise Environmental Trading Ltd	Gunby LCC & church front	£907.20		
	103846/103 847	Parish Council	Staff Wages and expenses	£1,425.06		
	103848	Graham Brumpton	LCC & Village grass cut	£650.00		
	103849	Colsterworth Gardeners and Allotment Holders				
		Association	Church troughs	£200.00		
			Sub Total	£4,712.28		
			Grand Total	£4,927.28		
	DD's					
	DD	Focus	Office Telephone	£21.66		
	DD	Wave	Stamford Rd allotment bill	£27.32		
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Agenda Item No	ltem	Action By
	£48.98	
	<u>Cheques</u>	
	Cheques signed by Cllr C Hainsworth & Cllr D Cox.	
	Reconciled 01/10/2020	
	Income £25,379.16 Expenditure £18,746.48	
	Surplus/Deficit £6,632.68	
	Less Unpresented cheques £4,927.28	
	Surplus/Deficit £1,705.40	
	Balances @ 30/09/2020	
	Community Account £12,464.79	
	Deposit Account £54,314.08	
	<u>Total £66,778.87</u>	
	Included in balances above	
	Community Fund £193.11	
	War Memorial Maintenance 2019/2020 £2,000.00 Less PPIY first phase -£1,954.00	
	War Memorial Maintenance 2020/2021 £2,000.00	
	Invest SK Grant War Memorial £2,000.00 War Memorials Trust Grant £1,500.00	
	North Witham Play Area £4,000.00	
	North Witham Play Area legal fees -£250.00	
	Nature Trail £2,000.00	
	Highways & Footpaths Min Ref 18/48.5 £4,977.16 Election Costs reserves from 2019 £1,788.00	
	Neighbourhood Plan £2,000.00	
	Isaac Newton Project £1,000.00	
	<u>Total £21,254.27</u>	
2020.63	Matters requiring attention such as potholes and faulty streetlights. Pot-holes on Colster Way, Woodlands Drive, Junction Back Lane and the High Street. Clerk to report these via Fix My Street.	Clerk
020.64	Date of next Parish Council meeting is Tuesday 3 rd November at 7.30pm, venue to be confirmed.	
	There being no other business Chairperson C Hainsworth closed the meeting at 21.33hrs.	
	SIGNED:	
	CHAIRPERSON DATE: 3 rd November 2020	

Agenda Item No	Item					Action By	
	Attendance to date (May 2020 to April 2021) – annual maximum 10 (No meeting August & January)						
	Cllr Name	Constituency	Attended	Apologies	Absent		
	J Clark	North Witham & Lobthorpe	4	1			
	A Bouvie	Colsterworth	5				
	Vacancy	Colsterworth					
	C Hainsworth	Gunby & Stainby	5				
	G Henton	Colsterworth	4	1			
	L McShane	Colsterworth	5				
	C Russell	Colsterworth	5				
	L Bennett	Colsterworth	4	1			
	Vacancy	Colsterworth					
	D Cox	Colsterworth	4	1			
	J Skelton	Colsterworth	1	4			
	Vacancy	Colsterworth					
	C Poole * joined July 2020	Gunby & Stainby	2	0			
	R Brocklebank	North Witham & Lobthorpe	5				
	M Ramage* Resigned July 2020	Colsterworth	3				