

## Minutes of the remote Parish Council meeting held on Tuesday 1<sup>st</sup> December 2020

### Public Forum

There were no members of the public present.

**Councillors:** C Hainsworth, C Russell, A Bouvie, R Brocklebank, L Bennett, G Henton, J Clark, D Cox, E O'Neill & L McShane.

### In Attendance

Sue Grant Parish Clerk. District Councillor D Bellamy & County Councillor B Adams both left meeting at 20.00hrs.

Agenda Item No	Item	Action By
2020.103	<b>Apologies for absence:</b> Cllr J Skelton valid reasons given.	
2020.104	<b>Chairman's Remarks:</b> Chair to the Council Caroline Hainsworth welcomed Cllr Ellis O'Neil to his first Parish Council meeting followed by acknowledging the recent sad passing of former Councillor Arthur Carsley. Commenting that Arthur was a long-standing, valued member of the Council and a real gentleman.	N/A
2020.105	<b>Declarations of Interest in accordance with the LGA 2000.</b> None	N/A
2020.106	<b>Approval of the Minutes of the previous meeting:</b> <b><u>It was proposed, seconded and Resolved</u></b> Cllr Clark commented that the meeting with Distinctive Developments on 24 <sup>th</sup> October 2020 had not been included in the minutes. Post meeting amendment made by the Clerk at minute ref 2020.98. The official minutes of the meeting of the Parish Council held on 3 <sup>rd</sup> November 2020 were approved as a correct record and would be duly signed and dated by the Chairperson.	Chair
2020.107	County/District Councillor Report <b>County Councillor B Adams reported the following:</b> <ul style="list-style-type: none"> <li>County wise things were ticking over. Adult care, children and young people required more funding.</li> <li>Highways are prioritising to deal with urgent issues.</li> </ul> <b>District Councillor D Bellamy Reported:</b> <ul style="list-style-type: none"> <li>A new Planning Officer and another Enforcement Officer had been appointed at SKDC.</li> <li>Suggested to request for an extension to planning Ref S20/1820 to ensure all consultees were aware. Government guidelines were making communication difficult.</li> </ul>	N/A
2020.108	Co-option for Councillor for Colsterworth. <b><u>It was proposed, seconded and Resolved</u></b> A short discussion took place before Cllr Bennett seconded by Cllr Russell requested for the agenda item to be deferred to the February 2021 meeting to be heard in a closed session. This motion did not receive a majority vote and the agenda item remained. The candidate did not receive a majority vote and therefore could not be co-opted to the Council.	Clerk

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2020.109	<p>Resolve to agree to send the Parish Council comments to Lincolnshire County Council following the resolution of minute ref: November 2020.90 (Woolsthorpe Stopping Up Plan).</p> <p><b><u>It was proposed, seconded and Resolved</u></b></p> <p>Agreed unanimously.</p>	Clerk
2020.110	<p>Resolve to record the remote Parish Council Meetings held via Zoom and load onto the website for transparency from 2nd February 2021.</p> <p><b><u>It was proposed, seconded and Resolved</u></b></p> <p>Agreed unanimously to defer to the February 2021 meeting for the Clerk to make investigations in relation to the General Data Protection Regulation (G.D.P.R.)</p>	
2020.111	<p><b>Risk Exception Report</b></p> <p><b><u>It was proposed, seconded and Resolved</u></b></p> <p>The Clerk to continue to control and manage the risks towards the target RAG status of low risk (Green).</p>	Clerk
2020.112	<b>Clerks Report</b>	
	SKDC The Big Clean cleaned attended Colsterworth cleaning out the gullies.	Clerk
	Report that the hinge on the gate at Old Post Lane Cemetery had dropped making opening the gate very difficult. Repairs being arranged.	Clerk
	Report of the stile at Footpath 19 behind the Church at North Witham is broken. Reported to LCC ROW 16/11/2020.	Clerk
	A bench has been ordered from Glasdon as agreed at the November meeting minute ref; 2020.95.	Clerk
	Volunteers put up the Christmas lights at St John the Baptist Church on Wednesday afternoon 4 <sup>th</sup> November 2020.	Clerk
	<p>Email received from Harewood Homes Ltd ref minute 2020.91 November 2020. They are still discussing the proposed development and anticipate this might take a few weeks.</p> <p>As a courtesy, they have informed the Parish Council that they have decided to put the site in for SKDC current "Call for Sites" process.</p>	Clerk
	The rotted wooden safety barriers each side of the river on Gunby Lane, Stainby have been reported to Anglian Water. Awaiting their response.	Clerk
	Fly tipping on Old Post Lane reported to SKDC.	Clerk
	The tarmac surface on the lane from Water Lane and Newton Way is in disrepair and has been reported to LCC ROW by the Clerk. LCC Highways have stated that it is not recorded on the Definitive Map and Statement as a public right of way and will therefore be unable to undertake any surface repairs on the route at the current time as it is not a public highway. This has been taken forward with LCC Countryside Access and Highways for investigation into the history of the footpath.	Clerk
	A budget of £40 was agreed to send a floral tribute for the late Arthur Carsley to any future memorial service. Arthur Carsley who was a long-standing valued member of the Parish Council for many years. Cllr Cox suggested a lasting tribute to Arthur be an agenda item on the February 2021 meeting.	Clerk
2020.113	<b>Correspondence</b>	
	Neighbourhood watch alerts regarding password and PayPal scams.	Clerk
	Thank you email from a Stamford Road allotment holder for the kindness shown to him from a fellow allotment holder.	Clerk
	E-mail from a resident reporting a high volume of plastic bottles with Urine in them lying around from the roundabout all the way over the flyover to the lorry park and litter in Twyford Wood. Requesting that the Parish Council contact the A1 Truck Stop is contacted regarding this matter.	Clerk
	Email received asking for consideration be given to some way of illuminating the crossing outside the Coop at Bridge End. The Coop carpark is very well lit, but it	Clerk will take this

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	becomes suddenly very, very dark and easy to trip when using the crossing. Maybe an extra street-light by the substation would solve the problem.			forward with Highways.
	LCC Parish Agreement Scheme received – Urban Highway Grass Cutting 2021-22. The area cut remains unchanged.			Clerk
	SKDC Precept letter and application received deadline for submission 22/01/2021.			Clerk
<b>2020.114</b>	<b>Planning Applications:</b>			
	<b>SKDC Applications</b>			
	<b>SKDC - S20/1900</b> Erection of plant and ancillary development, including stockpiling to facilitate the importation and processing of reject and used asphalt to produce recycled Asphalt. The Old Pig Farm, Honey Pot Lane, Colsterworth			
	No Comments -	Comments - 10	Abstention/Neutral -	Submitted by the Clerk 02/12/2020
	<b>SKDC - 20/1820</b> Change of use from a dwelling house into a small children's home that will cater for up to four children. Grange Farm, South Witham Road, North Witham, NG33 5LA.			
	No Comments -	Comments -	Abstention/Neutral -	Extension requested by the Clerk on 01/12/2020
	<b>LCC - PL/0111/20</b> Development: for the erection of plant and ancillary development, including some stockpiling, to facilitate the importation and processing of reject and used asphalt to produce recycled asphalt Location: The old pig farm, Honey Pot Lane, Colsterworth.			
	No Comments -	Comments - 10	Abstention/Neutral -	Submitted by the Clerk 02/12/2020
	<b>SKDC Planning Approval</b>			
	<b>S20/1728</b> - Removal of small cherry tree, prune and reshape two cherry trees on roadside boundary. remove overhanging branches from ash trees in adjoining fields on Eastern and Southern boundary. Willow Lodge Water Lane, Woolsthorpe By Colsterworth NG33 5PD			N/A
	<b>S20/1195</b> - Erection of portal frame industrial unit. Witham Specialist Vehicles Honey Pot Lane, Colsterworth Lincolnshire NG33 5LY.			N/A
	<b>S20/1285</b> - Erection of detached garage. 5 Manor Farm Mews High Street, Colsterworth NG33 5JA			N/A
	<b>SKDC Appeal</b>			
	None			
	<b>SKDC Withdrawal</b>			
	None			
	<b>LCC Planning</b>			
	<b>Group Reports</b>			
<b>2020.115</b>	2020.115.1	Highways & Footpaths Working Group (Cllrs Bennett, Clark and Hainsworth,)		
		1. Research on 'White Gates' continues.		
	2020.115.2	Environment & Amenities Working Group Report 1. War Memorial Grant Application Update <ul style="list-style-type: none"> <li>Remains COVID-19 affected. Alexa Stephens who has been furloughed will be leaving PPIY Architects and a colleague is taking over. Phase 2 agreed June meeting minute ref;2020.26.2</li> </ul>		

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	<p>2. New Play Equipment for North Witham Play Area Working Party Update (Cllrs, JC, CH &amp; AB). FCC Grant application, Third Party Contributor letter submitted. September meeting minute ref; 2020.61.2. Awaiting result of the application.</p>																																													
2020.115.3	<p>Resolve to appoint three members to the Planning Committee.</p> <p>Cllr's J Clark, C Russell, A Bouvie, C Hainsworth and L McShane volunteered to be available for a planning committee meeting.</p>																																													
2020.115.4	<p>Finance and Administration Committee Report (Cllrs Bouvie, Hainsworth, J Clark &amp; McShane). No report this Month next meeting April 2021.</p> <p>1. Review and adopt the F&amp;A Terms of Reference (TOR). <b><u>It was proposed, seconded and Resolved</u></b> Unanimously agreed.</p> <p>2. To resolve to Co-opt another Cllr for the F&amp;A Committee. Council agreed the authority to co-opt other Cllr's if required.</p> <p>3. Final Budget for Approval. F &amp; A TOR 4.4. <b><u>It was proposed, seconded and Resolved</u></b> Unanimously Approved budget and 2021/22 Precept setting of £36,618.00 for 2021/2022. Parish precept Band "D" rate results in a decrease from £48.61 to £48.51 per household per year a small decrease of 0.2%.</p> <p>Net Position by Cost Centre and Code 23.10.2020.</p> <ul style="list-style-type: none"> <li>• Uploaded to the website.</li> </ul>																																													
2020.100	<p>Finance: Approve Accounts for Payment for December 2020 <b><u>It was proposed, seconded and Resolved</u></b> Unanimously approved.</p> <p style="text-align: center;"><b>ONLINE PAYMENTS</b></p> <table border="1" data-bbox="331 1435 1337 1778"> <thead> <tr> <th>Date of payment</th> <th>Payee Name</th> <th>Details</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>02/12/2020</td> <td>Stuart Whitcombe</td> <td>In Touch Editing October Issue</td> <td>£60.00</td> </tr> <tr> <td>02/12/2020</td> <td>Buildbase</td> <td>Nature Trail equipment</td> <td>£36.58</td> </tr> <tr> <td>02/12/2020</td> <td>Ludus</td> <td>Screw for OPL Play Area climbing frame</td> <td>£9.96</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td style="text-align: right;"><b>Sub Total</b></td> <td><b>£106.54</b></td> </tr> </tbody> </table> <p style="text-align: center;"><b>CHEQUES</b></p> <table border="1" data-bbox="331 1877 1337 2157"> <thead> <tr> <th>CHEQUE NUMBER</th> <th>SUPPLIER</th> <th>DETAILS</th> <th>VALUE</th> </tr> </thead> <tbody> <tr> <td>103856</td> <td>W G Harrison</td> <td>In Touch Printing</td> <td>271.50</td> </tr> <tr> <td>103857</td> <td>Streetwise Environmental</td> <td>LCC &amp; Village grass cut</td> <td>806.40</td> </tr> <tr> <td>103858</td> <td>Buildbase</td> <td>Nature Trail equipment</td> <td>£344.50</td> </tr> <tr> <td>103859/103860</td> <td>Parish Council</td> <td>PC Wages &amp; Expenses</td> <td>£1,393.23</td> </tr> </tbody> </table>	Date of payment	Payee Name	Details	Amount	02/12/2020	Stuart Whitcombe	In Touch Editing October Issue	£60.00	02/12/2020	Buildbase	Nature Trail equipment	£36.58	02/12/2020	Ludus	Screw for OPL Play Area climbing frame	£9.96							<b>Sub Total</b>	<b>£106.54</b>	CHEQUE NUMBER	SUPPLIER	DETAILS	VALUE	103856	W G Harrison	In Touch Printing	271.50	103857	Streetwise Environmental	LCC & Village grass cut	806.40	103858	Buildbase	Nature Trail equipment	£344.50	103859/103860	Parish Council	PC Wages & Expenses	£1,393.23	Clerk
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	103861	Glasdon UK Ltd	Bench for Colster Way Play Area	£595.36																																													
			<b>Sub Total</b>	<b>£3,410.99</b>																																													
			<b>Grand Total</b>	<b>£3,517.53</b>																																													
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	<p><b><u>Cheques</u></b></p> <p>Cheques signed by Cllr C Hainsworth &amp; Cllr D Cox.</p> <p>Reconciled 01/12/2020</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Income</td> <td style="text-align: right;">£48,586.19</td> </tr> <tr> <td>Expenditure</td> <td style="text-align: right; color: red;">£30,138.46</td> </tr> <tr> <td><b>Surplus/Deficit</b></td> <td style="text-align: right;"><b><u>£18,447.73</u></b></td> </tr> <tr> <td>Less Unpresented cheques</td> <td style="text-align: right; color: red;">£3,517.53</td> </tr> <tr> <td><b>Surplus/Deficit</b></td> <td style="text-align: right;"><b><u>£14,930.20</u></b></td> </tr> </table> <p>Balances @ 30/11/2020</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Community Account</td> <td style="text-align: right;">£27,796.46</td> </tr> <tr> <td>Deposit Account</td> <td style="text-align: right;">£54,796.46</td> </tr> <tr> <td style="text-align: right;"><b>Total</b></td> <td style="text-align: right;"><b><u>£82,111.45</u></b></td> </tr> </table> <p>Included in balances above</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Community Fund</td> <td style="text-align: right;">£193.11</td> </tr> <tr> <td>War Memorial Maintenance 2019/2020</td> <td style="text-align: right;">£2,000.00</td> </tr> <tr> <td style="color: red;">Less PPIY first phase</td> <td style="text-align: right; color: red;">-£1,954.00</td> </tr> <tr> <td>War Memorial Maintenance 2020/2021</td> <td style="text-align: right;">£2,000.00</td> </tr> <tr> <td>Invest SK Grant War Memorial</td> <td style="text-align: right;">£2,000.00</td> </tr> <tr> <td>War Memorials Trust Grant</td> <td style="text-align: right;">£1,500.00</td> </tr> <tr> <td>North Witham Play Area</td> <td style="text-align: right;">£4,000.00</td> </tr> <tr> <td style="color: red;">Less legal fees</td> <td style="text-align: right; color: red;">-£250.00</td> </tr> <tr> <td>Nature Trail</td> <td style="text-align: right;">£2,000.00</td> </tr> <tr> <td>Highways &amp; Footpaths Min Ref 18/48.5</td> <td style="text-align: right;">£4,977.16</td> </tr> <tr> <td>Election Costs reserves from 2019</td> <td style="text-align: right;">£1,788.00</td> </tr> <tr> <td>Neighbourhood Plan</td> <td style="text-align: right;">£2,000.00</td> </tr> <tr> <td>Isaac Newton Project</td> <td style="text-align: right;">£1,000.00</td> </tr> <tr> <td style="text-align: right;"><b>Total</b></td> <td style="text-align: right;"><b><u>£21,254.27</u></b></td> </tr> </table>				Income	£48,586.19	Expenditure	£30,138.46	<b>Surplus/Deficit</b>	<b><u>£18,447.73</u></b>	Less Unpresented cheques	£3,517.53	<b>Surplus/Deficit</b>	<b><u>£14,930.20</u></b>	Community Account	£27,796.46	Deposit Account	£54,796.46	<b>Total</b>	<b><u>£82,111.45</u></b>	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	Less 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	<b>Total</b>	<b><u>£21,254.27</u></b>	
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2020.101	<p><b>Matters requiring attention such as potholes and faulty streetlights.</b></p> <p>Overflowing SKDC bin on Back Lane, Colsterworth close to the NHS bench.</p>				<p>Clerk Clerk to contact SKDC.</p>																																												

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2020.102	<p>Date of next Parish Council remote meeting is Tuesday 2<sup>nd</sup> February 2021 at 7.30pm by Zoom.</p> <p><b>There being no other business Chairperson C Hainsworth closed the meeting at 21.23 hrs.</b></p> <p><b>SIGNED:</b></p> <p><b>CHAIRPERSON</b> <span style="float: right;"><b>DATE: 2<sup>nd</sup> February 2020</b></span></p>																																																																																											
	<p><b>Attendance to date (May 2020 to April 2021) – annual maximum 10 (No meeting August &amp; January)</b></p> <table border="1" data-bbox="335 645 1161 1646"> <thead> <tr> <th>Cllr Name</th> <th>Constituency</th> <th>Attended</th> <th>Apologies</th> <th>Absent</th> </tr> </thead> <tbody> <tr> <td>J Clark</td> <td>North Witham &amp; Lobthorpe</td> <td>6</td> <td>1</td> <td></td> </tr> <tr> <td>A Bouvie</td> <td>Colsterworth</td> <td>7</td> <td>0</td> <td></td> </tr> <tr> <td>E O’Niell *Co-opted November 2020</td> <td>Colsterworth</td> <td></td> <td>0</td> <td></td> </tr> <tr> <td>C Hainsworth</td> <td>Gunby &amp; Stainby</td> <td>7</td> <td>0</td> <td></td> </tr> <tr> <td>G Henton</td> <td>Colsterworth</td> <td>6</td> <td>1</td> <td></td> </tr> <tr> <td>L McShane</td> <td>Colsterworth</td> <td>7</td> <td>0</td> <td></td> </tr> <tr> <td>C Russell</td> <td>Colsterworth</td> <td>7</td> <td>0</td> <td></td> </tr> <tr> <td>L Bennett</td> <td>Colsterworth</td> <td>6</td> <td>1</td> <td></td> </tr> <tr> <td>D Cox</td> <td>Colsterworth</td> <td>6</td> <td>1</td> <td></td> </tr> <tr> <td>J Skelton</td> <td>Colsterworth</td> <td>1</td> <td>6</td> <td></td> </tr> <tr> <td>R Brocklebank</td> <td>North Witham &amp; Lobthorpe</td> <td>7</td> <td></td> <td></td> </tr> <tr> <td>E O.Neill* joined November 2020</td> <td>Colsterworth</td> <td>1</td> <td>0</td> <td></td> </tr> <tr> <td>Vacancy</td> <td>Colsterworth</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Vacancy</td> <td>Colsterworth</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Vacancy</td> <td>Gunby &amp; Stainby</td> <td></td> <td></td> <td></td> </tr> <tr> <td>C Poole * Resigned October 2020</td> <td>Gunby &amp; Stainby</td> <td>2</td> <td>0</td> <td></td> </tr> <tr> <td>M Ramage* Resigned July 2020</td> <td>Colsterworth</td> <td>3</td> <td></td> <td></td> </tr> </tbody> </table>	Cllr Name	Constituency	Attended	Apologies	Absent	J Clark	North Witham & Lobthorpe	6	1		A Bouvie	Colsterworth	7	0		E O’Niell *Co-opted November 2020	Colsterworth		0		C Hainsworth	Gunby & Stainby	7	0		G Henton	Colsterworth	6	1		L McShane	Colsterworth	7	0		C Russell	Colsterworth	7	0		L Bennett	Colsterworth	6	1		D Cox	Colsterworth	6	1		J Skelton	Colsterworth	1	6		R Brocklebank	North Witham & Lobthorpe	7			E O.Neill* joined November 2020	Colsterworth	1	0		Vacancy	Colsterworth				Vacancy	Colsterworth				Vacancy	Gunby & Stainby				C Poole * Resigned October 2020	Gunby & Stainby	2	0		M Ramage* Resigned July 2020	Colsterworth	3			
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