

## Minutes Notes of the Parish Council meeting held on Tuesday 5<sup>th</sup> October 2021.

### Public Forum

There was one member of the public present who spoke in support of their application to be Co-Opted as a Parish Councillor for Colsterworth, see agenda item 2021.70, who then stayed beyond the public forum to observe the meeting.

**Councillors:** C Hainsworth, E O'Neill, G Henton, L McShane, L Bennett, R Brocklebank, I Johnson and K Vickers.

### In Attendance

Sue Grant Parish Clerk.

District Councillor D Bellamy arrived at 7.30pm and left at 7.50pm.

2021.65	<p><b>Apologies for absence.</b></p> <p>Councillors A Bouvie, C Russell, &amp; Jon Clark. Valid reasons given. Councillor Skelton was absent.</p>
2021.66	<p><b>Chairman's remarks.</b></p> <p>Chair to the Council Caroline Hainsworth welcomed everyone to the meeting and invited the member of the public to speak at the public forum.</p>
2021.67	<p><b>Declarations of interest in accordance with the LGA 2000</b></p> <p>None.</p>
2021.68	<p>Approval of the Minutes of the previous meeting.</p> <p><b><u>It was proposed, seconded and Resolved</u></b></p> <p>Councillors I Johnson abstained because he was not present at the previous meeting, Councillor R Brocklebank abstained because due to technical difficulties he had not been able to read the draft minutes. All other members present agreed that the official minutes of the meeting of the Parish Council held on 7<sup>th</sup> September 2021 be approved as a correct record and were duly signed and dated by the Chairperson.</p>
2021.69	<p><b>County/District Councillor Report.</b></p> <p><b>District Councillor D Bellamy Reported:-</b></p> <ul style="list-style-type: none"> <li>• He had contacted the Case Officer regarding Planning Approval S18/2379 (up to 70 dwellings, Land West Off A1 And North off Bourne Road Colsterworth) to ask Lincolnshire County Council (LCC) to re-assess their comments and clarify what work had been carried out on East Grove in relation to prevent future flooding. Cllr Bellamy suggested the Parish Council submit a comment to SKDC Planning because the worst of the flooding had happened after the planning application had been approved.</li> <li>• After calling in planning application S21/1446. Proposed new animal barn / field shelter in for policy clarification he had withdrawn this in relation to SP4 of the Local Plan. He was not aware of any other comments submitted to SKDC Planning Department.</li> <li>• Planning application S21/1566 (Erection of two-storey, detached dwelling on additional 6th Plot (in addition to development approved under S19/1709). Woodyard To The Rear Of 13-17 Stamford Road Colsterworth,NG33 5JD) had been turned down.</li> <li>• He would investigate responsibility of the discarded oil drums in the lagoon off Bourne Road.</li> <li>• County Councillor Bob Adams sent his apologies and regards to the Parish Council.</li> </ul> <p>Chair to the Council Caroline Hainsworth thanked Councillor Bellamy and passed on the Parish Council's best wishes to County Councillor Bob Adams.</p>
2021.70	<p><b>Co-option for Councillor for Colsterworth x 2.</b></p> <p>The member of the public left the meeting while a short discussion took place. Chair to the Council Caroline Hainsworth shared with the Councillors a representation which she had received from Councillor Clark who was unable to attend the meeting.</p> <p><b><u>It was proposed, seconded and Resolved</u></b></p>

	Terry Neale was unanimously Co-opted as Parish Councillor for Colsterworth.
2021.71	To agree Colsterworth and Woolsthorpe-by-Colsterworth grass cutting contractors for 2022, 2023 & 2024 season from quotes obtained. 1yr and 3yr quotations. <b><u>It was proposed, seconded and Resolved</u></b> The quotations were considered, and it was agreed unanimously to award MCS Ground Care Services. The contract was awarded to MCS Ground Care for a one-year contract for the 2022-2023 growing season.
2021.72	To resolve Parish Council Wreath Laying responsibility for Remembrance Day 14th November 2021 and agree to provide a budget of a maximum of £80 for bedding plants for the garden areas. <b><u>It was proposed, seconded and Resolved</u></b> Unanimously agreed for the £80 budget to be included and Chair to the Council Caroline Hainsworth accepted the Wreath laying responsibility.
2021.73	Resolve to switch on the Christmas Lights at St John the Baptist Church at 6.30pm on Friday 3rd December 2021. <b><u>It was proposed, seconded and Resolved</u></b> Unanimously agreed and following a nomination received from the Reverend Neil Griffiths Steve Bill from Helen's Helping Hands has been invited to switch on the Christmas Lights.
2021.74	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 2022 season. <b><u>It was proposed, seconded and Resolved</u></b> Unanimously agreed.
2021.75	Risk Exception Report <b><u>It was proposed, seconded and Resolved</u></b> The Clerk is managing the remaining risks towards the target RAG status of low risk (Green). The Risk Exception Report can be viewed on the Parish Council website.
2021.76	<b>Clerks Report</b> 1. SKDC Village Facilities survey completed and returned to SKDC Planning Department. 2. A solution has been agreed with Wicksteed Leisure Limited to drill small drainage holes (less than 6mm) on the decks of the MESU unit on North Witham Play Equipment. Wicksteed have confirmed this will not affect the warranty of the equipment. 3. The hedge along Woolsthorpe Road allotments has been cut back to expose the road sign warning. 4. Report of damage caused to the wooden rail alongside Old Post Lane Play Park. Clerk making enquiries into the identity of the contractors cutting the grass in the park.
2021.77	<b>Correspondence</b> 1. Email regarding HGV maneuvering very close to a property on Church Street, North Witham. 2. Request from secretary of Colsterworth & District Gardeners & Allotment Holders Association for grant for the Church Troughs for the 2022 year. 3. Report of overgrown trees the jitty footpath 19. Clerk investigating. 4. Report that the bench by the cemetery has a broken seat slat. Clerk investigating. 5. Report of overgrown grass outside the Methodist Church, Back Lane, Colsterworth. Clerk arranging for this to be cut and clarify grass cutting responsibility with SKDC. 6. Request for an extra litter bin on Colster Way Play Park to be situated close to the picnic benches. 7. Update received from CFoR from their meeting of 19th September 2021 regarding the current War Memorial Restoration Project and consideration of alternative options shared with the Parish Council for future discussion.
<b>2021.78</b>	<b>SKDC Planning Applications</b> None
	<b>SKDC Planning Approval</b>
S21/1172	Listed Building Consent for removal of window to rear and installation of French doors. The Old Rectory 14 High Street, Colsterworth NG33 5NF
S18/2379	Outline planning application for the erection of up to 70 dwellings, associated acoustic bund, vehicular and pedestrian accesses, public open space, landscaping and drainage with all matters reserved. Land West Off A1 And North of Bourne Road Colsterworth

S21/1631	(P1) ash tree - Remove dead branches, Reduction of the crown of the Wild Cherry (tag 0464), Removal of elder and holly (Tag 0222). Removal of branches of three silver birch trees on eastern side of Newton Way, outside property. Woolsthorpe Manor 23 Newton Way, Woolsthorpe By Colsterworth NG33 5NR		
S21/1673	Beech tree - Crown thin and crown lift. 15 Woodlands Drive Colsterworth, Lincolnshire NG33 5NH		
S21/1222	Proposed building/ workshop.: Axholme Barns 51A Newton Way, Woolsthorpe By Colsterworth NG33 5NP		
	<b>SKDC Planning Refusal</b>		
S21/1566	Erection of two-storey, detached dwelling on additional 6th Plot (in addition to development approved under S19/1709).Woodyard To The Rear Of 13-17 Stamford Road Colsterworth,NG33 5JD		
<b>2021.79</b>	<b>Group Reports</b>		
	2021.79.1	<p>Highways &amp; Footpaths Working Group Report (Cllrs Bennett, Clark, Brocklebank and Hainsworth)</p> <ol style="list-style-type: none"> <li>1. Community Speed Watch activities have resumed, and the Parish Council are looking to share the equipment with Corby Glen Parish Council.</li> <li>2. Thank you to the Clerk Sue Grant and her husband Steve and Councillor Brocklebank for their recent CSW activity on Woolsthorpe Road.</li> <li>3. Councillor K Vickers has completed the remote CSW training.</li> <li>4. Councillors L Bennett &amp; R Brocklebank commented that the cutting back of the vegetation encroaching on the footpath on Water Lane by the SKDC Big Clean was incomplete. The Clerk will follow this up with SKDC.</li> </ol>	
	2021.79.2	<p><b>Environment &amp; Amenities Working Group Report</b></p> <p><b>War Memorial Project (Phase 2) Update.</b> (Cllr C Hainsworth).</p> <ol style="list-style-type: none"> <li>1. Phase 2 work completed by PPIY Architects and invoice received for £3,430.80. Listed Building Consent (LBC) submitted and awaiting tenders for the work requested by PPIY Architects.</li> <li>2. Comments from CFoR circulated to Cllr's regarding the next phase of the project.</li> </ol> <p><b>New Play Equipment for North Witham Play Area Working Party Update</b> (Cllrs, J Clark, C Hainsworth &amp; A Bouvie).</p> <ol style="list-style-type: none"> <li>1. A solution has been agreed with Wicksteed Leisure Limited for them to carry out the work to create drainage holes (less than 6mm) on the platforms on the MESO unit which would be coated in a non-corrosive substance at no cost to the Parish Council. Wicksteed Leisure Limited confirmed that the warranty of the equipment would not be affected.</li> <li>2. Awaiting approval of the final report which has been submitted to FCC. The detailed Story Board of the project submitted to Council by Councillor Clark has been circulated to all Councillors.</li> <li>3. Resolve to agree Volunteer Councillor for the allotment inspection.</li> </ol> <p>Councillor K Vickers volunteered, and Councillor C Russell has offered his assistance.</p>	
	2021.79.3	Planning Committee Report – No Report this month.	
	2021.79.4	<p>Finance and Administration (F &amp; A) Committee Report (Cllrs Bouvie, Hainsworth, J E O'Neill &amp; McShane) No report next F &amp; A meeting 19<sup>th</sup> October 2021.</p> <p>Resolve to adopt the following polices for their annual review.</p> <p>CAD Equal Opportunities Policy  CAD Grants Allocation  CAD Grants  CAD Volunteer Policy  CAD Employment Policy  CAD Nature Trail Constitution  CAD Risk Management</p>	

		CAD Publications Scheme	
		<p><b><u>It was proposed, seconded and Resolved</u></b> Unanimously agreed.</p> <p>Net Position by Cost Centre and Code uploaded to website.</p>	
2021.80	<p>Approve Accounts for payment. <b><u>It was proposed, seconded and Resolved</u></b> Unanimously approved. Cheques signed by Councillors C Hainsworth and E O'Neill.</p> <p><b>ACCOUNTS FOR PAYMENT SEPTEMBER 2021</b></p>		
<b>ONLINE PAYMENTS</b>			
<b>Date of payment</b>	<b>Payee Name</b>	<b>Details</b>	<b>Amount</b>
06/10/2021	Stuart Whitcombe	In Touch Editing October Issue	£70.00
06/10/2021	Parish Council	Wages & Expenses Staff 2 & 3	£516.80
07/10/2021	Harrison Print	In Touch Printing	£278.25
07/10/2021	Printerinks	Printer Ink for PC Computer	£19.90
08/10/2021	Streetwise Environmental	LCC & Village Grass cut	£607.20
09/10/2021	Streetwise Environmental	LCC & Village Grass cut	£283.20
09/10/2021	Colsterworth Trust Estate	Allotment Rent - Woolsthorpe Road	£10.00
09/10/2021	Colsterworth Trust Estate	Rent - Embankment wood	£10.00
10/10/2021	HMRC	PAYE 2nd Qtr	£656.47
11/10/2021	Terry Brown	Mid Yr Internal Audit	£100.00
		Sub Total	<b>£2,551.82</b>
<b>CHEQUES</b>			
<b>CHEQUE NUMBER</b>	<b>SUPPLIER</b>	<b>DETAILS</b>	<b>VALUE</b>
103891	Parish Council	Staff Wages & Expenses 1	£834.44
103892	PPIY	War Memorial Project Phase 1b Inv	£3,430.80
103893	Wicksteed Leisure Ltd	N W Play Equipment 2nd stage invoice	£16,529.39
103894	Parish Council	Colsterworth & District Gardeners & Allotment Holders Association	£200.00
103895	Graham Brumpton	LCC & Village grass cut	£540.00
103896	DB Ostler Builder	Colsterworth Nature Trail work Minute Ref June 2021.24	£3,400.00
		Sub Total	<b>£24,934.63</b>

DD's			
DD	Focus	Office Telephone	21.84
DD	Wave	Water Bill S/R allotments	£38.78
DD	Wave	Water Bill Woolsthorpe Road allotments	£39.52
		<b>Grand total excl DD's</b>	<b>£27,486.45</b>

  

	Balances	
Reconciled		
04/09/2021	Income from 01/04/2021	£49,745.94
	Expenditure from 01/04/2021	£39,192.46
	Surplus/Deficit =	£10,553.48
	Less Unpresented payments	£27,486.45
	Surplus/Deficit =	*-£16,932.97
	Balances	
04/09/2021	Deposit Account	£34,319.36
30/09/2021	Community Account	£45,340.86
	Total	£79,660.22
	Less unpresented Payments	£52,173.77

The Clerk explained to Council the income over expenditure less unpresented payments deficit figure of **\*-£16,932.97** was a temporary situation which would be corrected with the FCC grant reclaim of £13,774.49 & VAT Reclaim of £4,296.09 (at 05/10/2021) giving a surplus position of £1,137.58 without any other receipts.

The Clerk qualified this position with reference to the surplus position of £1,137.58 at the same time of year in 2020.

2021.81	<p><b>Matters requiring attention such as potholes and faulty streetlights.</b></p> <p>Councillor E O'Neill reported that the Woolsthorpe A1 Slip Road is starting to flood again. The Clerk to report this to Highways England.</p>																
2021.82	<p>Date of next Parish Council meeting is Tuesday 2<sup>nd</sup> November 2021 at 7.30pm at the Village Hall Colsterworth subject to being COVID-19 safe.</p> <p><b>There being no other business Chairperson C Hainsworth closed the meeting at 8.45pm.</b></p> <p><b>SIGNED:</b></p> <p><b>CHAIRPERSON</b> <span style="float: right;"><b>DATE: 2<sup>nd</sup> November 2021</b></span></p>																
	<p><b>Attendance to date (May 2021 to April 2022) – annual maximum 10 (No meeting August &amp; January)</b></p> <table border="1"> <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>2</td> <td>3</td> <td></td> </tr> <tr> <td>A Bouvie</td> <td>Colsterworth</td> <td>4</td> <td>1</td> <td></td> </tr> </tbody> </table>	Cllr Name	Constituency	Attended	Apologies	Absent	J Clark	North Witham & Lobthorpe	2	3		A Bouvie	Colsterworth	4	1		
Cllr Name	Constituency	Attended	Apologies	Absent													
J Clark	North Witham & Lobthorpe	2	3														
A Bouvie	Colsterworth	4	1														

	E O'Neill	Colsterworth	4	1		
	C Hainsworth	Gunby & Stainby	5			
	G Henton	Colsterworth	5			
	L McShane	Colsterworth	5			
	C Russell	Colsterworth	1	4		
	L Bennett	Colsterworth	4	1		
	*D Cox	Colsterworth	1	1		
	J Skelton	Colsterworth	2	1	2	
	R Brocklebank	North Witham & Lobthorpe	3	2		
	*K Vickers	Colsterworth	3			
	* I Johnson	Colsterworth	2	1		
	Vacancy	Colsterworth				
	Vacancy	Gunby & Stainby				
	*D Cox resigned 7 <sup>th</sup> July 2021					
	*K Vickers joined July 2021					
	*I Johnson joined July 2021					