

Minutes of the Parish Council meeting held on Tuesday 6th September 2022.

Public Forum

There was one person present who requested more no dog fouling signs to be placed around the village because they had recently noticed an increase in dog waste on the ground.

Action – The Clerk will investigate obtaining extra dog fouling signs to be placed around the village.

Councillors: C Hainsworth, E O'Neill, C Russell, R Brocklebank, L Bennett, G Henton, A Bouvie, L McShane & I Johnson, K Vickers, J Clark and & S Walker.

In Attendance

Sue Grant Parish Clerk.

South Kesteven District Council (SKDC) Councillors and B Green and D Bellamy. Cllr B Green left at 8.45pm and Cllr D Bellamy left at 8.50pm.

Agenda Item No	
2022.54	Apologies for absence. Cllr T Neale valid reasons given.
2022.55	Chairman's remarks. Chair to the Parish Council Caroline Hainsworth welcomed everyone to the meeting and introduced the Public Forum. Following the Public Forum, they hoped everyone had enjoyed the summer and went straight to the business listed on the agenda.
2022.56	Declarations of interest in accordance with the LGA 2000 None.
2022.57	Approval of the Minutes of the previous meeting. Cllrs J Clark and K Vickers abstained because they were not present at the previous meeting. All other members agreed that the official minutes of the Parish Council meeting held on 5 th July 2022 be approved as a correct record and duly signed and dated by the Chairperson.
2022.58	County/District Councillor Report Cllr Ben Green Reported: - <ul style="list-style-type: none"> • Firstly, Cllr Ben Green thanked the Cllrs who attended the Isaac Newton Ward Parish Council Summit on Saturday 6th August 2022. Cllr Green said he hoped to arrange it again next year if re-elected. • The PCSO who covered Colsterworth and District is on long term sick. Cllr Green has taken this up with the Chief Constable of Lincolnshire Police to ensure Colsterworth and District is covered with a PCSO with regular attendance. • The status of the Police Office on Back Lane remains unchanged following a recent review. Cllr Dave Bellamy reported: -

Agenda Item No	
	<ul style="list-style-type: none"> Improvements to the planning application S18/2379 (70 dwellings Land West Off A1 And North off Bourne Road, Colsterworth) had been agreed regarding the sound bund and discussions were taking place with Anglian Water re the drainage. <p>Cllr K Vickers thanked both Cllrs Ben Green and Dave Bellamy for their help at the recent public speaking representation in respect of planning application S18/2379.</p>
2022.59	<p>Resolve to agree for the Community Cleaners to work after sunset using head torches in line with Health and Safety.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Agreed by a majority vote subject to the Clerk presenting a Risk Assessment to the Parish Council at the next meeting on 4th October 2022. Cllr G Henton voting against.</p>
2022.60	<p>To agree grass cutting contractors for 2023, 2024 & 2025 season from quotes obtained. 1yr and 3yr quotations.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed to award the 3 yr contract to the current contractor MCS Ground Care Services.</p>
2022.61	<p>Resolve to repair the timber bus shelter at North Witham from the quotations received. (Cllr Clark).</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed to accept the lower quotation. Cllr C Russell abstained.</p>
2022.62	<p>Resolve to agree to accept the quotation received to renovate the timber Parish Council notice board on Bourne Road.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed.</p>
2022.63	<p>Resolve to make an application to “The National Lottery Awards For All” to help fund the restoration of the three timber bus shelters at North Witham, Gunby & Colsterworth.</p> <p>Cllr C Hainsworth tabled the following amendment to the agenda item:-</p> <ol style="list-style-type: none"> To drop the application to “The National Lottery Awards for All” to help fund the three timber bus shelters at North Witham, Gunby & Colsterworth. <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed.</p> <ol style="list-style-type: none"> Resolve to undertake the work for the Gunby & Colsterworth timber bus shelters using the lowest quotations. <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed.</p>

Agenda Item No													
2022.64	<p>Resolve to discuss civility and respect and sign up to 'The Civility and Respect Pledge'.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>1. That a discussion took place.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>2. By a unanimous vote not to sign up to 'The Civility and Respect Pledge' but to consider this at the annual CADPC Code of Conduct Review.</p>												
2022.65	<p>Request to inter a casket containing the cremated remains of a family member into Grave Ref R16 at Old Post Lane Cemetery without using a Funeral Service Provider. All groundwork to be arranged privately to a minimum depth of 18 inches.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed on condition that the groundwork is supervised by the Clerk.</p>												
2022.66	<p>Request from the Paddock Tenant to run a spur off the existing water supply and install a separate tap to the field, with a separate water meter. All costs covered by the tenant who would submit meter readings and pay for the water usage separately.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Agenda item deferred, for the Clerk to request the tenant provides a full written plan/drawings for the spur including the steps required to install a separate water meter and billing responsibility.</p>												
2022.67	<p>Risk Exception Report</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Cllrs accepted the status of the report with no amendments.</p>												
2022.68	<table border="1"> <thead> <tr> <th>Clerks Report</th> <th>Action</th> </tr> </thead> <tbody> <tr> <td>1 Newton Court nameplate reported to SKDC ref 2371449 for repair.</td> <td>Clerk</td> </tr> <tr> <td>2 6th July the Clerk contacted A1 Truck Stop regarding the request at the Public Forum of PC Meeting 5th July. The operators are aware of the letter and litter issues. They have employed a member of staff extra hours to keep the site clean & tidy and will get back to the PC after contacting the owners of the Truck Stop. The Clerk acknowledged that Truck Stop and staff area working in quite difficult conditions to manage the rubbish which is often out of their control.</td> <td>Clerk</td> </tr> <tr> <td>3 06/07/2022 the Clerk applied for Remembrance Service 13/11/2022. Ref 1648516</td> <td>Clerk</td> </tr> <tr> <td>4 SKDC Cllr Ben Green invited all Parish Councillors, and Clerks, to the first Isaac Newton Ward Parish Council Summit at North Witham Village Hall, between 10-12am, on Saturday, 6 August. This is an informal opportunity for the Ward's Parish Councils to trade experiences and insights during the August.</td> <td>Clerk</td> </tr> <tr> <td>5 Overgrown tree alongside the River Witham close to School Lane, Colsterworth. reported to FMS Ref 427630 & the Environment Agency. The Environment Agency have confirmed the area is covered in their</td> <td>Clerk</td> </tr> </tbody> </table>	Clerks Report	Action	1 Newton Court nameplate reported to SKDC ref 2371449 for repair.	Clerk	2 6 th July the Clerk contacted A1 Truck Stop regarding the request at the Public Forum of PC Meeting 5 th July. The operators are aware of the letter and litter issues. They have employed a member of staff extra hours to keep the site clean & tidy and will get back to the PC after contacting the owners of the Truck Stop. The Clerk acknowledged that Truck Stop and staff area working in quite difficult conditions to manage the rubbish which is often out of their control.	Clerk	3 06/07/2022 the Clerk applied for Remembrance Service 13/11/2022. Ref 1648516	Clerk	4 SKDC Cllr Ben Green invited all Parish Councillors, and Clerks, to the first Isaac Newton Ward Parish Council Summit at North Witham Village Hall, between 10-12am, on Saturday, 6 August. This is an informal opportunity for the Ward's Parish Councils to trade experiences and insights during the August.	Clerk	5 Overgrown tree alongside the River Witham close to School Lane, Colsterworth. reported to FMS Ref 427630 & the Environment Agency. The Environment Agency have confirmed the area is covered in their	Clerk
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	Maintenance Plan and the local asset team will contact the Parish Council.	
6	Overgrown unstable tree on Spring Lane, Colsterworth reported to FMS ref 427609. LCC & SKDC report it is not their responsibility but that of the landowner.	LCC Cllr C Vernon contacting the resident.
7	PKF Notice of Conclusion of External Audit Report received no findings.	Clerk
8	Correction to August Clerk's Report Planning application S22/0615 Construction of a 2-storey detached dwelling and triple garage with studio above on an additional 6th plot (an addition to development approved under S19/1709). The Woodyard to the rear of 11-17 Stamford Road, Colsterworth. No Comments/objections - Comments/objections - 8 Abstention/Neutral - 2 V3 Objection Letter submitted to SKDC	Clerk
9	Report of Fly Tipping Bridge End opposite side of the road to the Nature Trail entrance – Reported SKDC Ref: 2393077	Clerk
10	Fly tipping Stamford Road reported to SKDC all household materials.	Clerk
11	Overgrown footpath 15 rear of St Mary's Church, North Witham reported to LCC ROW. Ref 1675648. 05/09/2022 LCC ROW confirm that works order has been issued for the required clearance works.	Clerk
2022.69	Correspondence received	
1	Report that streetlight 75, Ramsey Court, Colsterworth is not working. Reported to SKDC street lighting who is responsible for the streetlight.	Clerk
2	Request for a Traffic Regulation Order (TRO) Reads Lane junction Woolsthorpe Road. Advised the caller of the LCC Highways TRO procedure.	Clerk
3	Two separate telephone calls received regarding speeding and lack of traffic calming on the High Street. Forwarded to Highways & Footpaths Group.	Clerk
4	Email received from local resident detailing their concerns regarding traffic speeding on the High Street and HGV's using it as a short cut amongst other concerns.	Clerk
5	Report of overgrown trees and hedges from neighbouring property. Directed to the Government Website for guidance on High hedges, trees and boundaries.	Clerk
6	Report of overhanging tree branches from the Nature Trail on the garden of property on Woolsthorpe Road.	Nature trail Ranger & Clerk to investigate.
7	Bridge over old railway track – FCC Environment have confirmed that work to remove vegetation from the brickwork and re-pointing is scheduled. Dates to be confirmed.	Clerk
8	Report of increased farm vehicles using Woolsthorpe Road. With significantly larger trailers and increased noise in the early hours of the morning during harvest time.	H&F Working Group
9	Report of street light 18A on the High Street not working and footpath 21 from High Street to Old Post Lane being overgrown. Street Light 18A reported to SKDC who are responsible for the streetlight. by the Clerk. Footpath reported to LCCROW report no: 1664453	Clerk
10	Negative feedback received regarding the Public Form note in the August InTouch regarding truck stop getting blamed for the rubbish around the roads in the truck stop area from an employee responsible for emptying the bins at Burger King, Esso services in car park and the truck park. They explained what a difficult job they have in emptying the bins noting that some people are good at using the bins and some are not. They did not believe that extra bins on the lorry park would make any difference.	Chair C Hainsworth responded.

11	Report of dog fouling on Watt Avenue. Explained that the Parish Council has no powers regarding dog fouling and signposted the caller to SKDC Report Dog Fouling page.	SKDC
12	Report of overgrown trees with branches overhanging the entrance to Ingle Court 1 – 7.	Reported to FMS
13	Report of small tree growing through the litter bin on Colster Way children's play park.	Removed by the Clerk and volunteer.
14	Request to inter the cremated remains of a family member into Grave Ref R16 at Old Post Lane Cemetery without using a Funeral Service Provider. All groundwork to be arranged privately.	Agenda item 2022.65
15	Report of lorry carrying tree trunks, so certainly over-weight, brushed against house railings on the High Street, Colsterworth.	Clerk advised reporting to the Police.
16	Request from a resident for the Parish Council to ask the County Council to put in some form of traffic management at the top of Reads Lane where it meets Woolsthorpe road.	Clerk & H/F Working Group
17	Email received from a property development company requesting an exploratory meeting with CADPC to discuss potential development in the area.	Clerk & Cllrs
18	Email from a resident keeping CADPC updated regarding Incident 14th May 2019 - River Witham at Colsterworth being investigated by the Environment Agency still awaiting an outcome.	Clerk & Cllr B Green
2022.70	Planning Applications - SKDC	
S22/2505	Large Fagus trees in neighbouring garden (Beech Close) crown lift reduction to provide clearance and prevent damage. 2 Beech Close, Colsterworth, Lincolnshire, NG33 5NG,	N/A
S22/1323	2 storey side extension. 23 High Street, Colsterworth, Lincolnshire, NG33 5NE,	N/A
S22/1398	1. Removal of dead branches from ash tree in the property car park 2. Removal of ash tree (tag.0345) on southern edge of main car park - ash has failed to flush. 3. Removal of ash tree (tag.0346) from north edge of main car park, after suffering from ash dieback Location: Woolsthorpe Manor, Newton Way, Woolsthorpe By Colsterworth, Lincolnshire, NG33 5NR App Type: Trees in CA - Section 211 Notice	N/A
	SKDC Planning Permission	
S22/0926	Replacement of existing Diner with purpose built new American style Diner Location: A1 Truckstop Bourne Road, Colsterworth Lincolnshire NG33 5JN	N/A
S22/0862	Ground floor extension to existing dwelling. 33A Newton Way Woolsthorpe By Colsterworth, Lincolnshire NG33 5NR	N/A
S22/2505	Large Fagus trees in neighbouring garden (Beech Close) crown lift reduction to provide clearance and prevent damage. 2 Beech Close Colsterworth, Lincolnshire NG33 5NG Decision/Date Work Allowed 29th July 2022	N/A
S22/0870	Proposed single storey rear extension and alterations. Location: 14 Colster Way Colsterworth Lincolnshire NG33 5JT	N/A
S22/0480	Change of use from agricultural paddock to equestrian including new of use stable building and yard Location: Land West Of Tower Hill Farm Water Lane Stainby Lincolnshire.	N/A

S22/1029	Proposed single storey rear extension, porch to front of existing dwelling. 2 Colsterworth Road Stainby Lincolnshire NG33 5QS	N/A
S22/0879	Alterations and extension to existing outbuilding to form annex. Home Farm House 57 High Street Colsterworth Lincolnshire NG33 5HZ	N/A
S22/0880	Alterations and extension to existing outbuilding to form annex Location: Home Farm House 57 High Street Colsterworth Lincolnshire NG33 5HZ	N/A
S22/1568	Non material amendment to S21/2044 (Changing proposed blue slate tiles to matching pantiles to the existing dwelling). 44 High Street Colsterworth Lincolnshire	N/A
S22/1398	1. Removal of dead branches from ash tree in the property car park 2. Removal of ash tree (tag.0345) on southern edge of main car park - ash has failed to flush. 3. Removal of ash tree (tag.0346) from north edge of main car park, after suffering from ash dieback. Woolsthorpe Manor, Newton Way Woolsthorpe By Colsterworth Lincolnshire	N/A
S22/0615	Construction of 2-storey detached dwelling and triple garage with studio above on an additional 6th Plot (an addition to development approved under S19/1709) Woodyard To The Rear Of 11-17 Stamford Road Colsterworth Lincolnshire NG33 5JD.	N/A
SKDC Planning Determination/Withdrawal		
S22/1249	Solar PV system totaling ~ 0.376MWp on the roof of a grain store building. Panels will be sited on East and West facing roof areas. Openfield Honey Pot Lane Colsterworth Grantham NG33 5LY.	N/A
S22/0864	Proposed window/door replacement. Glebe Farm Cottage Main Street Gunby	N/A
S22/0865	Proposed window/door replacement. Glebe Farm Cottage Main Street Gunby	N/A
SKDC Public Speaking		
S18/2379	Reserved matters for appearance, layout, scale and access for the erection of 70 dwellings following Outline permission S18/2379. Location: Land West Off A1 And North Of Bourne Road, Colsterworth,	N/A
Group Reports		
2022.71.1	<p>Highways & Footpaths Working Group Report Speed Signs Project update. (Cllr C Hainsworth)</p> <p>1. Resolve to confirm delivery addresses – volunteers required (All) <u>It was proposed, seconded and Resolved</u></p> <p>Cllr D Bellamy volunteered to take delivery for the North Witham unit. Cllr C Russell volunteered to take delivery of the Woolsthorpe Unit.</p> <p>2. Resolve to liaise with LCC for ordering posts and installation at nominated sites and assisting with installation (Clerk/Cllr Hainsworth). <u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed.</p> <p>3. Resolve to ask for agreement to request a formal site visit and review from LCC Highways and share separate report “Request for Review of High Street Traffic Safety Issues” County Cllr Charlotte Vernon to take to LCC Officers. <u>It was proposed, seconded and Resolved</u></p> <p>Unanimously Agreed.</p>	
2022.71.2	Finance & Administration Committee Report	

	<p>1. Finance and Administration (F & A) Committee Report (Cllrs Bouvie, Hainsworth & E O'Neill) No meeting this month, date for the next meeting to be agreed.</p> <p>Post meeting note F&A Meeting agreed and confirmed for 18th October 2022. Cllr Walker invited to attend as an observer as a new Cllr.</p> <p>2. Resolve to accept the PKF Littlejohn LLP Accountants Annual Governance & Accountability Return (A.G.A.R.) Conclusion for year ended 31st March 2022. AGAR Sections 1, 2 & 3. <u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed.</p> <p>3. Resolve to publish the AGAR Notice of Conclusion of Audit from 8th September 2022 to 31st October 2022. <u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed.</p> <p>4. Resolve to re-appoint the internal auditor. <u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed.</p> <p>5. Resolve to remain opted into the Smaller Authorities' Audit Appointments for the next 5-year appointing period which runs from 2022-23 until 2026-27. Deadline to opt out 28th October 2022. <u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed.</p> <p>6. Net Position by Cost Centre and Code 28/08/2022</p>
2022.71.3	<p>Environment & Amenities Working Group Report.</p> <p>Update from agenda item May 2022.22. Metal bench, to commemorate the birthplace of Sir Isaac Newton. (Cllr R Brocklebank).</p> <p>1. Resolver to accept and proceed with the backplate design to the bench as proposed by Cllr R Brocklebank at the approved cost of £850 (quotation attached). Additional cost of £400 generously donated by Chris Kennedy of Roll & Scroll. <u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed.</p>
2022.71.4	<p>Planning Committee Report – No Report this month.</p>
2022.72	<p>Approve accounts for payment. <u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed.</p>

**COLSTERWORTH AND DISTRICT PARISH
COUNCIL**

ACCOUNTS FOR PAYMENT JULY 2022

ONLINE PAYMENTS

	Payee Name	Details	Amount
02/08/2022	Stuart Whitcombe	In Touch Editing June ed	£80.00
02/08/2022	Staff 2 & 3	Wages & Expenses Staff 2 & 3	£563.64
03/08/2022	Staff 1	Clerk Salary & Expenses	£840.05
04/08/2022	Grafton Merchandising	Nature Trail equipment & safety items.	£92.76
06/08/2022	PKF Littlejohn LLP	External Audit 2021-2022	£360.00
05/08/2022	Life in Pictures	INTouch printing Aug	£276.00
09/08/2022	David Warden (MCS Ground Care)	LCC Grass cut & Village grass cut	£961.00
10/08/2022	David Warden (MCS Ground Care)	Woolsthorpe & Colsterworth Village Grass cut	£502.00
		Sub Total	£3,675.45
DD's			
DD	Focus	Office Telephone	£24.43
DD	HSBC	Bank Charges	£5.80
			£30.23
		Total	£3,705.68

	Balances	
Reconciled		
29/07/2022	Income from 01/04/2022	£25,308.63
	Expenditure from 01/04/2022	£15,352.87
	Surplus/Deficit =	£9,955.76
	Less Unpresented payments excl DD's	£3,675.45

	Surplus/Deficit =	£6,280.31
	Balances	
29/07/2022	Deposit Account	£74,329.86
29/07/2022	Community Account	£8,370.39
	Total	£82,700.25
	Less unrepresented Payments & chq's	£79,024.80

ACCOUNTS FOR PAYMENT AUGUST 2022

ONLINE PAYMENTS

	Payee Name	Details	Amount
07/09/2022	Stuart Whitcombe	In Touch Editing June ed	£80.00
07/09/2022	Staff 2 & 3	Wages & Expenses Staff 2 & 3	£563.64
08/09/2022	Staff 1	Clerk Salary & Expenses	£936.84
09/09/2022	Community Heartbeat Trust	4 x defibrillator replacement battery's	£192.00
09/09/2022	Colsterworth Methodist Church	Hall Hire 17/05/2022 & 05/07/2022	£40.00
09/09/2022	Printerinks Europe Ltd	Printer Ink	£33.91
09/09/2022	Life in Pictures	InTouch printing Sept edition	£276.00
09/09/2022	Stuart Park	Tap/pipework repair Stamford Road allotments	£200.00
10/09/2022	Glasdon UK Limited	Commemorative Bench Minute ref May 2022.23 & July 2022.45	£846.91
11/09/2022	David Warden (MCS Ground Care)	LCC Grass cut & Village grass cut	£978.00
12/09/2022	David Warden (MCS Ground Care)	Woolsthorpe & Colsterworth Village Grass cut.	£527.00
13/09/2022	Community Heartbeat Trust	Defib first aid kit W/Road	£16.80
		Sub Total	£4,691.10

DD's			
DD	Focus	Office Telephone	£27.04
DD	HSBC	Bank Charges	£5.80
			£32.84
		Total	£4,723.94
Transfer			
07/09/2022	Transfer from Deposit Acc to Community Acc	To maintain a healthy balance	£2,000.00
	Balances		
Reconciled			
31/08/2022	Income from 01/04/2022	£25,571.81	
	Expenditure from 01/04/2022	£19,061.16	
	Surplus/Deficit =	£6,510.65	
	Less Unpresented payments excl DD's	£4,691.10	
	Surplus/Deficit =	£1,819.55	
	Balances		
04/08/2022	Deposit Account	£74,332.91	
31/08/2022	Community Account	£4,922.73	
	Total	£79,255.64	
	Less unpresented Payments & chq's	£74,564.54	
2022.73	<p>Matters requiring attention such as potholes and faulty streetlights.</p> <p>Cllr L Bennett reported that the new InTouch printer supplier had tried to deliver the monthly copies to their address. Clerk to look into this.</p> <p>Cllr R Brocklebank reported that there had been a change to the FMS fixed reports which showed a photograph of the completed work.</p> <p>Cllr G Henton queried why the Ingle Court hedge had only had the sides trimmed and not the top. The Clerk will look into this.</p>		
2022.74	Date of next Parish Council meeting is Tuesday 4 th October 2022.		

	<p>There being no other business Chairperson C Hainsworth closed the meeting at 9 pm.</p> <p>SIGNED:</p> <p>CHAIRPERSON DATE: 4TH October 2022</p>
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Attendance to date (May 2022 to April 2023) – annual maximum 10 (No meeting August & January)				
Cllr Name	Constituency	Attended	Apologies	Absent
J Clark	North Witham & Lobthorpe	2	2	
A Bouvie	Colsterworth	4		
E O'Neill	Colsterworth	4		
C Hainsworth	Gunby & Stainby	4		
G Henton	Colsterworth	4		
L McShane	Colsterworth	3	1	
C Russell	Colsterworth	4		
L Bennett	Colsterworth	4		
R Brocklebank	North Witham & Lobthorpe	4		
K Vickers	Colsterworth	3	1	
I Johnson	Colsterworth	2	1	1
T Neale	Colsterworth	3	1	
S Walker* Appointed July 2022	Colsterworth	1		
Vacancy	Colsterworth x 2			
Vacancy	Gunby & Stainby x 1			