

Minutes of the Parish Council meeting held on Tuesday 7th March 2023.

Public Forum

There were no members of the public present.

Councillors: C Hainsworth, C Russell, R Brocklebank, I Johnson, T Neale, L McShane, J Clark, A Bouvie, S Walker, K Vickers & E O'Neill who arrived at 7.40pm joining the meeting at agenda item 2022.156.

In Attendance

South Kesteven District Council (SKDC) Councillors David Bellamy who left at 8.30pm.

SKDC Cllr Ben Green arrived at 7.40pm and left at 8.30 pm.

LCC Cllr Charlotte Vernon arrived at 7.40pm and left at 9.05pm.

Agenda Item No	
2022.152	Apologies for absence: - Cllr L Bennett, valid reasons given. Cllr G Henton no reason given.
2022.153	Chairman's remarks. Chairperson Cllr Caroline Hainsworth welcomed everyone to the meeting and had no remarks to note. As there were no persons present for the Public Forum, they invited the Clerk Sue Grant to give a brief update regarding the upcoming Parish Council and District Council Elections on 4 th May 2023.
2022.154	Declarations of interest in accordance with the LGA 2000 None.
2022.155	Approval of the Minutes of the previous meeting. Cllrs C Russell and J Clark abstained because they had been unable to access the draft minutes. All other members present agreed that the official minutes of the meeting of the Parish Council held on 24 th January 2023 be approved as a correct record and duly signed and dated by the chairperson.
2022.156	County/District Councillor Report; - SKDC Cllr David Bellamy Reported: - <ol style="list-style-type: none"> 1. They were monitoring the planning application S23/0151 Prior Notice Approved Conditionally and would update the Parish Council with any developments. 2. A road sweeper from SKDC street services recently attended Stainby and a resident had acknowledged that they had made a good job of clearing the mud from the roads. Cllr D Bellamy will monitor the mud on the roads. 3. New Government funding had been launched called 'The Community Ownership Fund'. Match funding required.' 4. A reminder of the A1 Lane closures planned for essential vegetation management work on the A1 between Stamford and Blyth. Cllr C Russell raised the subject of litter on that stretch of the A1 and Cllr B Green confirmed that this would also be looked at. SKDC Cllr Ben Green reported the following: - <ol style="list-style-type: none"> 1. PCSO levels were dropping from 91 to 50 and they were pressing where they could with Lincolnshire Police for a PCSO presence at a Parish Council meeting. 2. SKDC Prosperity Fund is a straightforward application and urged the Parish Council to apply for this.

Agenda Item No	
	<p>LCC Charlotte Vernon reported: -</p> <ol style="list-style-type: none"> 1. There was still lots of information on the LCC website on the Cost-of-Living Crisis. 2. The deadline to register for the Voter Id was 23rd April 2023. Postal votes are unaffected. 3. LCC council tax will increase by 4.99% from 1st April 2023 to maintain the services provided.
2022.157	<p><u>In Touch Magazine: Printing Rates:</u></p> <ol style="list-style-type: none"> 1. Resolve to accept Company 1 quotation of £348.00 excl vat for full colour printing of the magazine, including delivery from the April 2023 edition. (Cllr E O'Neill). <p><u>It was proposed, seconded and Resolved</u></p> <p>Cllr E O'Neill proposed the following amendments to agenda item 2022.157.1: -</p> <ul style="list-style-type: none"> • Colour Print from the May 2023 edition. • 3-month pilot scheme. • Amended editing and print deadlines agreed. <p>Cllr C Hainsworth seconded. The motion passed with 10 votes in favour and 1 abstention.</p> <ol style="list-style-type: none"> 2. Resolve to accept Company 2 quotation of £335.00 excl vat for full colour printing of the magazine, including delivery from the April 2023 edition. (Cllr E O'Neill). <p>Agenda item fell.</p> <ol style="list-style-type: none"> 3. Resolve to accept Company 1 quotation of £250.00 excl vat for black and white printing of the magazine, including delivery from the April 2023 edition. (Cllr E O'Neill). <p>Agenda item fell.</p> <ol style="list-style-type: none"> 4. Resolve to accept Company 2 quotation of £289.50 excl vat for black and white printing of the magazine, including delivery from the April 2023 edition. (Cllr E O'Neill). <p>Agenda item fell.</p>
2022.158	<p><u>In Touch Magazine: Advertising Rates:</u></p> <ol style="list-style-type: none"> 1. Resolve to agree to increase the current 'In Touch' annual advertising rates by £2.50 per small advertisement to £62 & £5 per double advertisement to £124 to help cover its costs as recommended by the Clerk at their Annual Renewal in April 2023. <p><u>It was proposed, seconded and Resolved</u></p> <p>Cllr E O'Neill proposed, Cllr J Clark seconded and it was unanimously agreed that the current advertising rates would remain unchanged for 3 months from the April renewal for the 3 month trial of the pilot colour magazine, as agreed at agenda item 2022.157.1.</p> <p>The Clerk will process the invoices accordingly.</p>
2022.159	<p>Resolve to reply to the correspondence received from the resident whose property backs onto the Nature Trail.</p>

Agenda Item No	
	<p><u>It was proposed, seconded and Resolved</u></p> <p>Agreed by a majority with 1 abstention.</p>
2022.160	<p>Resolve to agree the street naming for the 70 new dwellings Land West Off A1 And North off Bourne Road, Colsterworth.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed for the Clerk to respond to the Developers thanking them for the opportunity to be consulted and that the Parish Council get back to them with some suggestions. The Clerk will collate all suggestions.</p>
2022.161	<p>To discuss ideas for a King Charles III Coronation event or permanent commemoration.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>A discussion took place with various suggestions such as the 'Coronation Big Lunch', individual street parties, a Royal theme street naming on the new Bourne Road/A1 housing development, 'In Touch' Coronation Special for May and Coronation Mugs for school children which would exceed the Parish Council Coronation Budget. Further discussions to take place.</p> <p>Cllr C Hainsworth agreed to investigate Community Fund grants to support Coronation celebrations and to liaise with the Social Club and the St John the Baptist Church.</p> <p>It was unanimously agreed to purchase Coronation Bunting for the villages for up to £200.</p>
2022.162	<p>Resolve to agree to hold the Annual Parish Meeting on Tuesday 16th May 2023 at 7.30pm, the Methodist Church Hall, Back Lane, Colsterworth.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Deferred to the next Parish Council meeting.</p>
2022.163	<p>Resolve to agree to the request from Millfield House, Colsterworth for one of their residents to join the volunteer group for the Nature Trail whilst always supervised by a member of Millfield House staff: Subject to Risk Assessment carried out by Millfield House, CAD Nature Trail Risk Assessment, CAD Volunteer Policy, CAD Equal Opportunities Policy and CAD Nature Trail Constitution.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed.</p>
2022.164	<p>Resolve to make an application to the South Kesteven Prosperity Fund for a grant of £1,200 for the cost of a Tree Survey along the Nature Trail.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed.</p>

Agenda Item No		
2022.165	<p>Resolve to allow dogs on both Stamford Road and Woolsthorpe Road allotment sites for a trial period of six months from April to September 2023. Subject to the following rules: -</p> <ol style="list-style-type: none"> 1. Dogs must be kept on a lead when walking to and from the allotment plot. 2. Dogs that bark excessively must be removed. 3. Dogs must not be free to roam around site. 4. If plots are not enclosed then dogs must be tethered, tied to a post. 5. Dog waste must be removed from the site. <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed for a trial period of 3 months subject to an inspection, with the following points amended to: - Point 2 amended to – Dogs that are a nuisance must be removed. Point 4 amended to - If plots are not enclosed then dogs must be tethered.</p> <p>The Clerk will write to the allotment holders informing them of the resolution.</p>	
2022.166	<p>Risk Exception Report <u>It was proposed, seconded and Resolved</u></p> <p>Cllrs accepted the status of the report with no amendments.</p>	
2022.167	Clerks Report	Action
1	LCC have advised that Micro surfacing schemes will be delivered within Colsterworth from April 2023. Residents will receive 5-7 days in advance of the micro works and the crews undertaking these works will liaise with the residents to allow access and egress arrangements.	Clerk
2	Large number of tyres fly tipped on Woolsthorpe Road reported to SKDC	Clerk
3	Bourne Road Estate name plate junction of Bourne Road reported to SKDC for repair/replacement as it had fallen away from its posts.	None
4	Parish Agreement & Contribution figure received from LCC Highways. An amount of £2890.70 will be received for 2023-24. The amount received for 2022/2023 was £2,656.03.	Clerk
5	Work started 20 th February to replace the surface on Woolsthorpe Play Area.	Clerk
6	Several enquiries received regarding availability of allotments.	Clerk
7	Footpath 15 LCC ROW have installed the timber kissing gates to replace the stiles on this route. Kissing gates installed 22/02/2023.	Clerk
8	The leaking tap at Stamford Road allotments has generously been repaired by an allotment holder at no cost to the Parish Council.	Clerk
9	Damage caused to the bench on the High Street junction Bourne Road, 11 th March 2022. Notification from solicitor they can no longer pursue recovery of this matter due to insufficient evidence to prove a third party is liable”	Clerk
10	Footpath 5 Upper stile reported to LCCROW requesting it is replaced by a kissing gate. Lower stile at the Co-op reported as too low request to have this replaced. Ref 1804774.	Clerk
11	Work completed to lay the new carpet surface on the Woolsthorpe Road play area.	Clerk

12	Two areas of Eco Tumble surface at North Witham Play area appear to have some subsidence. Reported to Wicksteed Leisure under guarantee.	
2022.168	Correspondence received	
1	Email received from the Colsterworth Community Youth Club advising that the committee has expanded with new members joining. Following a meeting on Thursday 16 th February 2023 certain committee positions were changed, with new members elected as chair and treasurer. The Parish Council received an invite to the AGM on Friday, 21st April.	Clerk
2	Request for a bin to be installed next to the bench by the iron bridge (that goes under Brunel Avenue) as an increased amount of litter has been reported.	SKDC
3	Response from RBL following complaint by Clerk asking for a refund on the Green Canopy Plaque purchased by the Parish Council – they will replace not refund as it is intended to patinate as it has done and which was the subject of the complaint	Clerk
4	Two emails received clarifying the land ownership of areas on the Nature Trail.	Clerk
5	Temporary office buildings have been erected in the field next to Woolsthorpe Road allotments. This is for improvements to the Water Treatment Works by Anglian Water.	Clerk
6	Report of incident on the Sports and Social club field. Advised that the Parish Council has no powers to deal with this.	Clerk
7	Confirmation of the hand-over of the Youth Club accounts to the new Treasurer/Secretary. Documents filed for the Parish Council file.	Clerk
8	De-restricted sign junction Stainby Road and Old Post Lane reported FMS. Sign on the west side twisted through 90 degrees.	Clerk
9	Planning S22/2404 from SKDC incorrectly reported from the location as Twyford Cottage. SKDC have now corrected this to show Twyford Farm, Honey Pot Lane, Colsterworth, NG33 5LT.	Clerk
10	Notification received of LALC Extra General Meeting. 7pm on 16 th March 2023.	Clerk
11	Request from the Nature Trail ranger to purchase 14 heavy duty gardening gloves at a total of £78.61 from the Nature Trail budget.	Clerk
12	A resident of Stainby advising the Parish Council of the following issues: - <ol style="list-style-type: none"> 1. Excessive mud on the roads and footpaths in Stainby. 2. HGV's travelling through Stainby causing damage to verges and vegetation. 3. Speeding vehicles through Main Road B676. 4. Lack of Police presence. 5. Electronic Speed sign not working. SKDC Street services attended and swept the roads.	Clerk & SKDC Cllr D Bellamy
2022.169	Planning Applications - SKDC	Comments
S22/2227	Application for approval of details relating to conditions 2 and 3 of planning permission S21/1906. Land West Off A1 And North Bourne Road, Colsterworth	None
S22/1919	Outline planning application for change of use and associated alteration of storage container to live work unit, and stationing of two additional containers for use as part of the proposed mixed-use unit (Appearance and Layout for determination all other matters reserved). Oak House, Morkery Lane, Castle Bytham, Lincolnshire, NG33 4SR	None
S23/0127	Erection of single storey side extension	None

	Location: South Lodge Farm, East Of A1 Great North Road, Un-Named Road South Of Woolley's Lane, Grantham, Lobthorpe	
	SKDC Planning Permission	
S22/2477	New menage for private use. Tower Hill Farm Water Lane Stainby Lincolnshire NG33 5QY.	None
S22/2404	Conversion of 3 existing agricultural buildings to form 2 large dwelling houses and 2 small dwelling houses. Twyford Farm Honey Pot Lane, Colsterworth.	
S22/2469	Demolition of 2no dog kennels, cattery, erection of 2 no. two storey extension, first floor extension, including remodeling of house, plus detached double garage. Stonehaven Morkery Lane, Castle Bytham Lincolnshire NG33 4SR	
2022.170.1	<p>Highways & Footpaths Working Group Report (Cllr C Hainsworth)</p> <p>Cllr C Hainsworth gave a verbal update on the remote meeting held with Rowan Smith and Jeanne Gibson from LCC Highways, Cllrs C Hainsworth, T Neale and Clerk S Grant.</p> <p>It was a positive meeting looking at signage on the B676 re diversions from the A1, vehicle crossings and road safety on the High Street, Colsterworth. Feedback from Centrebus drivers was provided to LCC. A site visit with the Parish Council and LCC to be arranged through LCC Cllr Charlotte Vernon.</p> <p>Notes of the meeting to be circulated once agreed.</p>	
2022.170.2	<p>1. Finance & Administration Committee Report (Cllrs Bouvie, Hainsworth, L McShane & E O'Neill). No report this month.</p> <p>1. Resolve to renew the Lincolnshire Association of Local Councils Membership subscription of £462.27 net. <u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed.</p> <p>2. Resolve to renew the Lincolnshire Association of Local Councils (LALC) annual training scheme membership at £168 net. <u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed and for the Clerk to monitor courses included in the annual subscription.</p> <p>Resolve to adopt the following policies at their annual review: -</p> <p>3. CAD Financial Regulations Policy <u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed.</p> <p>4. CAD Marking the Death of a Senior National Figure <u>It was proposed, seconded and Resolved</u></p> <p>Cllr C Russell noted references to the late Queen Elizabeth II to be removed before it was Unanimously agreed.</p>	

	<p>5. Net Position by Cost Centre and Code uploaded to website.</p> <p>Received by Councillors with no comment.</p>
2022.170.3	<p>Environment & Amenities Working Group Report.</p> <p>War Memorial Project update (Cllr T Neale)</p> <p>Cllr T Neale reported that Colsterworth Festival of Remembrance (CFoR) investigations into grant opportunities were ongoing. CFoR have earmarked £500 towards the War Memorial restoration and would in the future potentially look to applying for a grant from The Parish Council.</p>
2022.170.4	<p>Planning Committee Report</p> <p>Neighbourhood Plan Review update.</p> <p>Notes circulated and uploaded to the CADPC website. Cllr Russell will progress the workstreams now required with the relevant people and keep Council informed"</p>
2022.171	<p>ACCOUNTS FOR PAYMENT February 2023</p> <p>Unanimously approved see Appendix A</p>
2022.172	<p>Matters requiring attention such as potholes and faulty streetlights.</p> <p>None.</p>
2022.173	<p>Date of the next Parish Council meeting is Tuesday 4th April 2023 There being no other business, Chairperson C Hainsworth closed the meeting at 9.40pm.</p> <p>SIGNED:</p> <p>CHAIRPERSON DATE: 4th April 2023</p>

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	6	3	
A Bouvie	Colsterworth	7	2	
E O'Neill	Colsterworth	8	1	
C Hainsworth	Gunby & Stainby	9		
G Henton	Colsterworth	8		1
L McShane	Colsterworth	8	1	
C Russell	Colsterworth	9		
L Bennett	Colsterworth	8	1	
R Brocklebank	North Witham & Lobthorpe	9		
K Vickers	Colsterworth	8	1	
I Johnson	Colsterworth	5	3	1
T Neale	Colsterworth	8	1	
S Walker* Appointed July 2022	Colsterworth	4	2	
Vacancy	Colsterworth x 2			
Vacancy	Gunby & Stainby x 1			

APPENDIX A: Minute 2022.171

**COLSTERWORTH AND DISTRICT PARISH COUNCIL
ACCOUNTS FOR PAYMENT – FEBRUARY 2023**

ONLINE PAYMENTS			
Date of Payment	Payee Name	Details	Amount
08/03/2023	Stuart Whitcombe	In Touch Editing March edition	£80.00
08/03/2023	Staff 2	Wages & Expenses Staff 2 & 3	£563.64
09/03/2023	CAD Gardeners & Allotment Holders Association.	Grant - Jan Agenda item 2022.142(S137)	£280.00
09/03/2023	Life in Pictures	InTouch Printing (Jan 23 edition)	£300.00
10/03/2023	LALC	Annual Training Scheme incl vat	£168.00
10/03/2023	LALC	Annual Membership Excl VAT	£462.27
		SUB TOTAL	£1,853.91
CHEQUES			
Chq no 103913	Staff 1 salary	Salary & Exp	£1,092.70
Chq no 103914	Wicksteed Leisure Ltd	* Carpet Surface - Woolsthorpe Play area. Agenda item 2022.140	£7,679.17
		GRAND TOTAL	£10,625.78
TRANSFERS			
08/03/2023	CADPC Community Account	* To cover the difference for the above not budgeted for £4,621.80 left in Play Areas budget.	£3,057.37
DIRECT DEBITS (DD's)			
14/02/2024	Focus	Office phone	£24.67
26/01/2023	HSBC	Bank charges	£6.20
		TOTAL	£30.87

BALANCES – INCOME/EXPENDITURE (Year to date)		
Reconciled		
28/02/2023	Income from 01/04/2022	£52,660.42
<i>Of note: Income does not include £7,632.35 transferred from the reserves/general fund for the items below. * Transfers are not recorded as income which is why the Surplus/Deficit figure is low.</i>		
	Expenditure from 01/04/2022	£49,076.43
	Surplus/Deficit =	£3,583.99
	Less Unpresented payments excl DD's	£10,625.78
	Surplus/Deficit =	-£7,041.79
	Surplus Deficit Incl Transfers	£3,647.93
ACCOUNT BALANCES		
05/02/2023	Deposit Account	£66,836.61
28/02/2023	Community Account	£9,492.37
	TOTAL	£76,328.98
	Less unpresented Payments & chq's	£65,703.20

TRANSFERRED FROM THE RESERVES/GENERAL FUND		
*£611.59	Community Savings Account to	Community Account
*£330.76	Community Savings Account to	Community Account
*£680.00	Community Savings Account to	Community Account
*£5,160.00	Community Savings Account to	Community Account
*£850.00	Community Savings Account to	Community Account
*£7,632.35	TOTAL	