

Minutes of the Parish Council meeting held on Tuesday 5th September 2023.

Public Forum

Chairperson Cllr C Hainsworth welcomed the 12 members of the public present.

- The first member of the public spoke in support of their application to be Co-opted as a Parish Councillor for Colsterworth who was invited to remain until agenda item 2023.66.
- The second member of the public spoke in relation to the allotments and thanked the Cllrs for the opportunity to have dogs on site. They also commented that several plots look neglected which is not fair on tenants who keep on top of their plots. Seeds are seeding onto other plots. They said they would not object to an increase in the allotment rent so that neglected/vacant plots can be regularly strimmed. They suggested that the Parish Council are stricter with those tenants who are not looking after their plots. The Chair Cllr C Hainsworth thanked the member of the public for raising the issue and that this would be discussed later in the meeting at agenda item 2023.67.
- The third member of the public to speak was a representative of Hereward Homes Ltd who had recently completed the development on The Woodyard off Stamford Road. They stated that they had been approached by the owners of a parcel of land at the rear of 18-24 Bourne Road to develop that land for housing. They stated it was early days, having only just had a survey completed with no real plans but they would like to have a dialogue with the Parish Council.

Chair to the Parish Council Cllr C Hainsworth spoke advising the representative from Hereward Homes Ltd that there were several local residents at the meeting regarding this potential development. They advised that the Parish Council is not a planning authority.

A short discussion then took place between the residents who commented the following: -

1. Bats are present which are protected, and hedgehogs are also present in that area.
2. The footpath through the field is heavily used.
3. The residents have had disruption and noise over the last few years from the building of the Woodyard Development and the current new housing development off the A1/Bourne Road.
4. How would the village amenities cope for e.g., Doctors Surgery and the primary school?
5. The increase in traffic on Bourne Road.

Cllr Bellamy gave some background to the Colsterworth Neighbourhood Plan which is under review and the SKDC Local Plan. Cllr C Hainsworth stated that they understood that members of the public forum would like to be heard and Cllr D Bellamy suggested that they put their concerns together in a document and send it to the Clerk.

- At 7.45pm another member of the public joined the public forum and left soon afterwards without making clear their reason for joining the meeting.

The public forum was extended to 7.55pm to allow all those present to speak.

Councillors: C Hainsworth, L McShane, A Bouvie, G Henton, Cllr C Russell, D Bellamy, K Vickers and S Banwait. Cllr L McShane joined the meeting at 7.32pm and Cllr C Rowland joined the meeting at 8.10pm.

In Attendance

Sue Grant, Clerk to the Parish Council.

SKDC Cllr D Bellamy and SKDC Cllr B Grenn joined the meeting at 7.40pm.

Agenda Item No	
2023.61	Apologies for absence. Cllrs J Clark, E O'Neill & T Neale, valid reasons given.
2023.62	Chairman's remarks.

Agenda Item No	
	Chairperson Cllr C Hainsworth welcomed everyone back after the summer break, making a special mention to the sad loss of Derek Cox who was a long serving member of the Parish Council and Chairperson for many years. Derek was a prominent figure in the Parish Council and the community. The Parish Council's thoughts go to the family.
2023.63	<p>Declarations of interest in accordance with the LGA 2000</p> <p>Cllr C Hainsworth declared an interest in agenda item 2023.77 being a member of Colsterworth Festival of Remembrance.</p>
2023.64	<p>Approval of the Minutes of the previous meeting.</p> <p>Cllrs C Russell, D Bellamy and M Childs abstained as they were not present at the previous meeting. All other members present agreed that the official minutes of the meeting of the Parish Council held on 4th July 2023 be approved as a correct record and duly signed and dated by the chairperson.</p>
2023.65	<p>County/District Councillor Report.</p> <p>SKDC Cllrs B Green report: -</p> <ol style="list-style-type: none"> 1. Welcome to the new Cllrs. 2. The SKDC Council Tax Support Scheme Survey is open from 1st September to 13th October. More information can be found on the following link http://www.southkesteven.gov.uk/index.aspx?articleid=8129 3. A motion was tabled at the July SKDC meeting to enable refuse vehicles to collect used batteries via a bag. This is with the Environment Committee for further discussion. 4. A1 Litter Issues – A report is being explored how SKDC can learn how to move forward with the A1 litter issue. 5. A reminder of the Litter Abatement Order that the Parish Council can serve on SKDC. 6. Free tree packs available from 4th September from the Woodland Trust. <p>SKDC D Bellamy report: -</p> <ol style="list-style-type: none"> 1. Cllr D Bellamy had previously covered planning issues in the public form. 2. A reminder that there were still funds available in the UK Shared Prosperity Fund. <p>LCC Cllr C Vernon sent their apologies.</p>
2023.66	<p>Co-Option for Councillor for Colsterworth. 1 x vacancy.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>The Clerk confirmed that the applicant Chris Rowland satisfied the criteria for Co-option and they were Co-opted as Cllr for Colsterworth and at 8.10pm duly signed the Declaration of Acceptance form.</p>
2023.67	<p>Request from a Stamford Road allotment tenant for the Parish Council to take appropriate action under the Tenancy Agreement of those allotment plots where it is considered that tenants have not observed the rules of clause 7 of the Tenancy Agreement.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed to forward agenda to the next meeting following the allotment inspections due in September.</p>

Agenda Item No		
2023.68	<p>Resolve to agree for the Parish Council to take part in the D-Day 80th Anniversary Beacon Lighting Ceremony at 9.15pm on 6th June 2024 on Colster Way Park. (Cllr C Hainsworth)</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed to refer the item to the next Finance and Administration meeting to investigate potential costs.</p>	
2023.69	<p>Resolve to agree to go ahead with the quotation to repair the ground at the goal area on Colster Way Green at a cost of £150.00.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Proposed by Cllr C Russell and seconded by Cllr L McShane. Unanimously agreed to accept the quotation at a cost to the Parish Council of £150.00.</p>	
2023.70	<p>Risk Exception Report.</p> <p>Cllrs accepted the status of the report with no amendments.</p>	
	Clerks Report	Action
1	<p>South Kesteven Climate Change Strategy consultation can be commented on the following link.</p> <p>www.southkesteven.gov.uk/index.aspx?articleid=16188</p>	Clerk
2	Hole on the verge Back Lane junction Woodlands Drive reported FMS, work completed 18/07/2023.	Clerk
3	Overgrown Footpath 21 cut back by LCCROW and a community spirited resident. Thank you.	Clerk
4	The eco-tumble play area surface at North Witham has been repaired but an area at the end of the slide still needs attention. The contractors have returned and completed the job satisfactorily.	Clerk
5	The Clerk has arranged with LCC Community Speed Watch (CSW) training session 6 pm on Monday 21 st August at the Methodist Church Hall for new volunteers and refresher training for the existing volunteers.	Clerk
6	The Parish Council External Audit Report from PKF Littlejohn LLP auditors has been received with no findings.	Clerk
7	On 1st September, the Parish Council insurers will retire the BHIB Councils Insurance name, brand and website and start trading as Clear Councils.	Clerk
8	Update from LCC ROW on Footpath 5 - both stiles in the first field alongside the Coop will be replaced with kissing gates. No timescale given.	Clerk
9	Community Speed Watch equipment loaned to Corby Glen Parish Council returned 19/08/2023 with thanks from Corby Glen PC.	Clerk
10	Cllrs have been invited to complete a survey by LCC about the Lincolnshire Road Network.	Cllrs
11	Community Speed Watch (CSW) training held on Monday evening 21 st August for 5 new CSW volunteers and refresher training for 3 existing volunteers.	Clerk
12	Old Post Lane Play area check identified 2 x wood screws had detached from one of the fixings holding the climbing rope. Hazard tape attached to the climbing rope and 2 x screws ordered.	Clerk
	Correspondence received	

1	Report that the verge outside a property at Bridge End is no longer being maintained by the homeowner. The Clerk has arranged for this to be added to LCC Highways strimming Schedule.	Clerk
2	Comment received regarding the colour In Touch, what a waste to have it in colour for no reason. They did like the issue in colour for the Coronation but thought money could be better spent elsewhere.	Clerk
3	Report that the vegetation on Houghton's Lane was overgrown. The Clerk made a report to FMS and informed a resident on Houghton's Lane. LCC Highways have confirmed the area will be strimmed back at the end of the growing season and added to their 3 x a year strimming schedule.	Clerk
4	Report of Fly Posting at Bridge End close to the Co-op. Reported to SKDC.	Clerk
5	Old Post Lane street nameplate repaired by a local resident. Thank you.	Clerk/Chair
6	Report that agreed works to the footpath on Stamford Road have not been completed prior to micro re-surfacing. Resident escalated the issue to LCC, SKDC Councillors and is now resolved.	Clerk
7	A question from a Woolsthorpe resident regarding the recent footpath micro surfacing in Colsterworth but Woolsthorpe by Colsterworth footpaths had not been included. Advised to contact LCC Highways.	Clerk
8	The Secretary of the Bowls Club emailed to inform the Parish Council that with no members they have no income for maintenance of the green. Following a meeting and have decided to sell the property.	Clerk
9	Several reports of weeds growing through the recently resurfaced footpaths in Colsterworth. Advised to make FMS reports.	Clerk
10	Invitation from the Chairman of Lincolnshire County Council, Councillor Robert Reid, inviting the Chairman (or representative) and guest of the Parish Council to attend the County Service 10 th September 2023.	Clerk/Chair
11	Enquiry from a developer if the Parish Council would be supportive of a small local development in Colsterworth.	Clerk
12	Confirmation from East Mercia Rivers Trust that they have successfully secured funding from the Environment Agency and Anglian Water's Get River Positive Fund, with a contribution from GAAFFS (Grantham Angling Association Fly Fishing Section) to deliver the River Witham Restoration project.	Clerk
13	Reports from two Stamford Road allotment holders that several allotments are in urgent need of attention to stop weeds from spreading and a report of dog fouling in the allotment area. An agenda item for the September Parish Council meeting.	Clerk
14	Report that FP15 from Old Post Lane across the field to Newton Way was too narrow. Report made to LCCROW. Ref 1931610 & Ref 1932792. Priority 2 to be resolved by 13/10/2023.	Clerk/LCC
15	Enquiry received to purchase a burial plot in Old Post Lane Cemetery and have the buried remains of a family member re-located from another Cemetery to a plot in Old Post Lane Cemetery. The Clerk to make further enquiries.	Clerk/Ministry of Justice/ICCM
16	Letter received from a resident suggesting that the Old Railway Line would make a good road for farm machinery and divert large farm vehicles from Woolsthorpe Road.	The Clerk to look into this.
17	Tel call from a resident from Sewstern regarding a potential Bio-Gas planning application. Advised to contact their local planning authority.	Clerk
18	Tel call from a Stainby resident regarding planning permission requirements for an Airbnb. Advised to contact SKDC Planning Department.	Clerk/SKDC

19	SKDC extended the Open Space, Sports and Recreation study consultation until Sunday 10th September 2023. Posters displayed on notice boards and the CADPC website 31/08/2023.	Clerk
20	Report that the wooden gate at Stamford Road allotments is in need of some attention. Repair arranged.	Clerk
	Planning Applications - SKDC	Comments
S23/1308	Erection of single storey rear extension. Longlands House, 45 Woolsthorpe Road, Woolsthorpe By Colsterworth, Lincolnshire, NG33 5NU	None
S23/1366	Single storey side extension. 4 Newton Way, Woolsthorpe By Colsterworth, Lincolnshire, NG33 5NR,	None
S23/1443	Fell T1 Common Ash Fraxinus. 55 High Street, Colsterworth, Lincolnshire, NG33 5HZ,	None
S23/1420	Engineering works to import top soil, terrace and landscape part of rear garden of property. Cedar House, Woolsthorpe Road, Woolsthorpe By Colsterworth, Lincolnshire, NG33 5N	None
	SKDC Planning Permission	
S23/0679	Proposed dormer to existing loft, alterations to existing single storey extension including fenestration and cladding. 52 High Street Colsterworth, Lincolnshire NG33 5NF	None
S23/0787	Submission of details in relation to conditions 3 and 4 (Archaeology) of S22/2477 (New menage for private use). Location: Tower Hill	None
S23/1185	Withdrawal of Works to Tree - SKDC	None
	Proposal: Works to T1 Taxus bacata, reduce canopy by up to 1.5 meters / 25 %. Location: 43 High Street Colsterworth	None
		None
2023.74	<p>Finance and Administration Committee Report C Cllrs E O'Neill, C Hainsworth, L McShane & C Russell) – No Meeting to report.</p> <p>1. Resolve to accept the PKF Littlejohn LLP Accountants Annual Governance & Accountability Return (A.G.A.R.) Conclusion for year ended 31st March 2023. AGAR Sections 1, 2 & 3.</p> <p><u>It was proposed, seconded and Resolved</u> Unanimously agreed.</p> <p>2. Resolve to publish the AGAR Notice of Conclusion of Audit from 8th September 2023 to 31st October 2023.</p> <p><u>It was proposed, seconded and Resolved</u> Unanimously agreed.</p> <p>3. Resolve to re-appoint the internal auditor.</p> <p><u>It was proposed, seconded and Resolved</u> Unanimously agreed.</p> <p>4. Net Position by Cost Centre and Code 29/08/2023 – Received by Cllrs with no comment.</p>	
2023.75	<p>Planning Working Group Report from meeting 22/08/2023</p> <p><u>It was proposed, seconded and Resolved</u> Unanimously approved to accept the recommendations in the report.</p>	
Group Reports		

2023.76	<p>1 Highways & Footpaths Working Group Report (Cllr C Hainsworth) Ad-hoc report.</p> <p>The Clerk arranged a Community Speed Watch (CSW) Volunteer training event with the Lincolnshire Road Safety Partnership (LRSP) representative on 21/08/2023 for new volunteers and refresher training for existing volunteers. LRSP have confirmed all volunteers are covered by their indemnity insurance and CSW sessions are in the process of being planned.</p>
2023.77	<p>Environment & Amenities Working Group Report.</p> <p>War Memorial Project update (Cllr T Neale) (S Grant – Clerk)</p> <p>War Memorial Tenders</p> <p>Resolve to select the tender for potential Grant Applications from: -</p> <ol style="list-style-type: none"> 1. Company 1 Tender – TBC Company 1 Tender of £27,923.00 received 4th September 2023. 2. Company 2 Tender – TBC Company 2 Tender of £33,380.45 received 4th September 2023. 3. Company 3 Tender – TBC Company 3 Tender of £34,850.00 received 4th September 2023. <p>The Clerk explained that both Company 1 & 2 had tendered previously in 2021/2022. Tender Company 1 had increased by 54.82% Tender Company 2 had increased by 11.4%</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>It was unanimously resolved to select Tender Company 2 of £33,380.45</p> <p>FCC Environment Grant Application (Clerk S Grant) Closing date 06/09/2023</p> <ol style="list-style-type: none"> 4. Resolve for the Parish Council to agree and sign the Third-Party Contributor contribution letter of an amount of 10.75% of the chosen tender received subject to the FCC Project Ref: 5488 application being successful. <u>It was proposed, seconded and Resolved</u> Cllr Hainsworth did not vote having declared an interest at agenda item 2023.63. All other Cllrs unanimously agreed the Third -Party Contribution of £3,588.40. 5. Resolve for the Clerk to be the authorized signatory for the Third-Party Contributor letter for the FCC Grant Project Ref 5488 application. <u>It was proposed, seconded and Resolved</u> Cllr Hainsworth did not vote having declared an interest at agenda item 2023.63. All other Cllrs unanimously agreed. <p>War Memorial Trust Grant Application (Cllr C Hainsworth)</p> <p>Resolve that the Parish Council apply for the War Memorial Trust Grant up to maximum of 50% of eligible costs. WMT using the lowest quotation excl vat (on a Price-Only basis) – next closing date October 31/10/2023.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>To forward agenda the item to the October meeting.</p>

	<p>Allotment Inspections</p> <p>9. Resolved to agree the date for the Allotment Inspections.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Cllr A Bouvie volunteered to accompany the Clerk on the allotment inspections on Monday 18th September 2023.</p>
2023.78	<p>ACCOUNTS FOR PAYMENT JULY & AUGUST 2023</p> <p>Unanimously approved see Appendix A</p>
2023.79	Matters requiring attention such as potholes and faulty streetlights.
2023.80	<p>Date of the next Parish Council meeting is Tuesday 3rd October 2023. There being no other business, Chairperson C Hainsworth closed the meeting at 9pm.</p> <p>SIGNED:</p> <p>CHAIRPERSON DATE:</p>

Attendance to date (May 2023 to April 2024) – annual maximum 10 (No meeting August & January)				
Cllr Name	Constituency	Attended	Apologies	Absent
J Clark	North Witham & Lobthorpe	1	3	
D Bellamy	North Witham & Lobthorpe	3	1	
A Bouvie	Colsterworth	2	2	
E O'Neill	Colsterworth	3	1	
C Hainsworth	Colsterworth	4		
G Henton	Colsterworth	4		
L McShane	Colsterworth	4		
S Banwait	Colsterworth	4		
T Neale	Colsterworth	3	1	
C Russell	Colsterworth	3	1	
K Vickers * Co-opted 06/06/2023	Colsterworth	3		
M Childs * Co-opted 04/07/2023	Colsterworth	1		
C Rowland * Co-opted 05/09/2023	Colsterworth	1		
Vacancy	Gunby & Stainby			
Vacancy	Gunby & Stainby			

APPENDIX A:

**COLSTERWORTH AND DISTRICT PARISH COUNCIL
ACCOUNTS FOR PAYMENT – July & August 2023**

**COLSTERWORTH AND DISTRICT PARISH
COUNCIL**

ACCOUNTS FOR PAYMENT JULY 2023

ONLINE PAYMENTS

Date of pmnt	Payee Name	Details	Amount
02/08/2023	Stuart Whitcombe	InTouch Editing June edition	£85.00
02/08/2023	Staff 2 & 3	Community Cleaning	£607.94
03/08/2023	Life In Pictures	In Touch Printing	£417.60
03/08/2023	HillTrident	Gate hinges & bolts - play area	£177.60
03/08/2023	South Kesteven District Council	Uncontested Election Costs all Parishes	£218.27
04/08/2023	PKF Littlejohn LLP	External Audit	£378.00
05/08/2023	Dave Warden MCS Ground Care	LCC & village grass cut	£884.00
06/08/2023	Dave Warden MCS Ground Care	LCC & village grass cut	£778.00
			£3,546.41
CHEQUES			
Chq 103923	Staff 1 salary	Salary & Exp	£1,219.92
			£1,219.92
			£4,766.33
DD's			
27/06/2023	Focus	Office phone	£30.54
26/07/2023	HSBC	Bank charges	£6.60
			£37.14
Balances			
Reconciled			
31/07/2023	Income from 01/04/2023		£29,623.00
31/07/2023	Expenditure from 01/04/2023		£16,621.94
	Surplus/Deficit=		£13,001.06
	Less Unpresented payments excl DD's		£4,766.33

	Plus unrepresented receipts	£0.00
	Surplus/Deficit=	£8,234.73
	Balances	
04/07/2023	Deposit Account	£61,097.77
31/07/2023	Community Account	£15,158.11
	Total	£76,255.88
	Less unrepresented Payments & chq's + unrepresented receipts	£71,489.55

AUGUST**ONLINE PAYMENTS**

Date of pmnt	Payee Name	Details	Amount
06/09/2023	Stuart Whitcombe	InTouch Editing June edition	£85.00
06/09/2023	Staff 2 & 3	Community Cleaning	£608.14
07/09/2023	Life In Pictures	In Touch Printing	£417.60
07/09/2023	Methodist Church Hall	Room Hire 2hrs x £10	£20.00
08/09/2023	Glasdon	Extra strong dog waste bags	£68.72
09/09/2023	Dave Warden MCS Groundcare	LCC and village grass cut/Maint	£442.00
10/09/2023	Dave Warden MCS Groundcare	LCC and village grass cut/Maint	£679.00
			£2,320.46

CHEQUES

Chq 103924	Staff 1 salary	Salary & Exp	£1,109.36
			£1,109.36
			£3,429.82
DD's			
10/08/2023	Focus	Office phone	£22.62
26/08/2023	HSBC	Bank charges	£8.20

			£30.82
	Balances		
Reconciled			
31/08/2023	Income from 01/04/2023		£30,651.77
31/08/2023	Expenditure from 01/04/2023		£21,419.09
	Surplus/Deficit=		£9,232.68
	Less Unpresented payments excl DD's		£3,429.82
	Plus unpresented receipts		£0.00
	Surplus/Deficit=		£5,802.86
	Balances		
04/08/2023	Deposit Account		£61,174.37
31/08/2023	Community Account		£11,313.13
	Total		£72,487.50
	Less unpresented Payments & chq's + unpresented receipts		£69,057.68