

## Minutes of the Parish Council meeting held on Tuesday 3<sup>rd</sup> October 2023.

### Public Forum

Chairperson C Hainsworth welcomed the 4 members of the public present. 2 requested to speak and 2 were attending in support of those speaking.

- The first member of the public spoke in support of their application to be Co-opted as Parish Councillor for Gunby and Stainby. They were then invited to stay until agenda item 2023.86.
- The second member of the public introduced themselves as a resident from Gunby and wished to highlight the proposed Anaerobic Digestion Plant on land off Gunby Road, near Sewstern. They handed the Parish Council a prepared document of the key points they believe will affect all of the Parishes. Below is a summary of the verbal account that the speaker gave from that document which includes but not limited to the following: -
  1. The size and scale of the proposed development.
  2. Sewstern Industrial Estate is served by a single carriage road. The Neighbourhood Plan does not consider Gunby a sustainable village.
  3. The proposed plant will be on a Greenfield site of 6 hectares. Predominantly feeding into it will be Maize. The speaker went on to list environmental damage to soil and the fresh-water system inhabited by protected species. The tree screening is likely to take 30yrs to reach the height of the plant, 19 meters.
  4. The site will be similar to the one in Oxford which was reported to have exploded the previous evening.
  5. The resident finished by encouraging all Councillors to attend the Consultations on the 10<sup>th</sup> and 11<sup>th</sup> October 2023 at Sewstern Village hall.

A short discussion on the proposed development by Ironstone Energy took place between Cllrs D Bellamy, J Clark and C Hainsworth and the 4 members of the public. Cllr R Vernon agreed to clarify which Authority LCC or SKDC any such application should be made and under what grounds. They gave re-assurance that whichever authority an application is made they will consult with the other.

Cllr Bellamy suggested reading the Renewable Energy section of the Neighbourhood Plan.

Chair to the Council Cllr C Hainsworth encouraged all Cllrs to attend one of the Consultation meetings.

- **Post meeting note.** The Clerk confirmed the location of the proposed development is within the Parish of Gunby.

The Public Forum was extended to 7.52pm to allow all those present to speak.

- At 8.10pm another member of the Public joined the Public Forum. Cllr C Hainsworth reminded them that the public session was from 7.30 – 7.40pm. They raised a question on the Street Name Plates including the 'SKDC' logo and were advised that these are the responsibility of SKDC and are replaced when their budget allows.

**Councillors:** C Hainsworth, E O'Neill, T Neale, L McShane, A Bouvie, G Henton, C Russell, D Bellamy, J Clark, K Vickers, M Childs, C Rowland and S Banwait.

### In Attendance

Sue Grant, Clerk to the Parish Council.

| Agenda Item No |                             |
|----------------|-----------------------------|
| 2023.81        | Apologies for absence. None |

| Agenda Item No |  |
|----------------|--|
| 2023.82        | <p><b>Chairman's remarks.</b></p> <p>Chairperson Cllr Hainsworth welcomed everyone to the meeting with no remarks of significance.</p>   |
| 2023.83        | <p><b>Declarations of interest in accordance with the LGA 2000</b></p> <p>Cllr C Hainsworth declared an interest in agenda item 2023.97.1 being a member of Colsterworth Festival of Remembrance</p>   |
| 2023.84        | <p><b>Approval of the Minutes of the previous meeting.</b></p> <p>Cllrs E O'Neill, J Clark and T Neale 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 5<sup>th</sup> September 2023 be approved as a correct record and duly signed and dated by the chairperson.</p>   |
| 2023.85        | <p><b>County/District Councillor Report.</b></p> <p><b>LCC Cllr C Vernon Report: -</b></p> <ol style="list-style-type: none"> <li>1. LCC will receive £10 million for Road Maintenance. The Council will be prioritising how this is spent with having such a large road network in the County.</li> <li>2. The LCC Volunteer Scheme is taking on projects with local communities. These projects only cost what the materials cost – labour is donated by the CVS volunteers for free.</li> <li>3. Call Connect service is capped at £2 per journey. Cllr J Clark raised a question on routes and direction of travel which Cllr C Vernon will look into.</li> <li>4. Earlier that day Cllr C Vernon had spent with LCC Highways Manager Rowan Smith visiting areas of the division. They stressed this was not in place of the High Street issues walk around which they are still pursuing with Rowan Smith.</li> </ol> <p><b>SKDC Cllr D Bellamy Report : -</b></p> <ol style="list-style-type: none"> <li>5. At the last meeting of the new SKDC administration the subject of buying council houses and building some was discussed. Cllr D Bellamy commented that some on Bourne Road Estate are in need of repair.</li> <li>6. Little Bytham has been awarded £60K from the South Kesteven Prosperity Fund and £100K from LCC Communities Foundation for a new play park.</li> <li>7. LED streetlights are still being rolled out by SKDC.</li> <li>8. The new bin depot is being moved to an area near the new Grantham Police Station.</li> </ol> <p><b>SKDC Cllrs B Green sent their apologies.</b></p> <ol style="list-style-type: none"> <li>9. Cllr B Green could not make the meeting but is promoting the Armed Forces Covenant and urges residents to complete the Council Tax Support Scheme survey.</li> <li>10. The Clerk will circulate an email from Cllr B Green to all Cllrs regarding the Armed Forces Covenant and the Council Tax Support Scheme survey.</li> </ol> |
| 2023.86        | <p><b>Co-option for Councillor for Gunby and Stainby x 2 vacancies.</b></p> <p><b><u>It was proposed, seconded and Resolved</u></b></p> <p>The Clerk confirmed that the applicant Rebecca Chatterton satisfied the criteria for Co-option, and they were Co-opted as Cllr for Gunby and Stainby and at 8.10pm duly signed the Declaration of Acceptance form.</p>  |

| Agenda Item No |  |
|----------------|--|
| 2023.87        | <p><b>1. To resolve Parish Council Wreath Laying responsibility for Remembrance Day Sunday 12th November 2023.</b></p> <p><b><u>It was proposed, seconded and Resolved</u></b></p> <p>A short discussion took place and Cllr D Bellamy volunteered to lay the wreath with Cllr C Russell being available if required.</p> <p><b>2. Resolve to purchase a Poppy Wreath from Royal British Legion (RBL) up to £20. (S.137 Expenditure)</b></p> <p><b><u>It was proposed, seconded and Resolved</u></b></p> <p>Agreed unanimously with Cllr T Neale offering to make the £20 donation to RBL for the poppy wreath.</p>  |
| 2023.88        | <p><b>1. Resolve to switch on the Christmas Lights at St John the Baptist Church at 6.30pm on Friday 1st December 2023.</b></p> <p><b><u>It was proposed, seconded and Resolved</u></b></p> <p>Unanimously agreed.</p> <p><b>2. Resolve to agree who should be invited to switch on the Christmas lights 1st December 2023.</b></p> <p><b><u>It was proposed, seconded and Resolved</u></b></p> <p>Unanimously agreed to invite 2 local residents who have been generous with their time, various donations and acts of good will to the community.</p>  |
| 2023.89        | <p><b>Allotments – Both agenda items to be resolved following the allotment inspections as agreed in the September meeting agenda item 2023.67.</b></p> <p><b>1. Resolve to review the allotment tenancy agreement.</b></p> <p><b><u>It was proposed, seconded and Resolved</u></b></p> <p>Unanimously agreed with no amendments.</p> <p><b>2. 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.</b></p> <p><b><u>It was proposed, seconded and Resolved</u></b></p> <p>Unanimously agreed.</p> <p><b>3. Resolve to agree an annual maintenance programme for both allotment sites.</b></p> <p><b><u>It was proposed, seconded and Resolved</u></b></p> |

| Agenda Item No |   |                                       |
|----------------|---|---------------------------------------|
|                | <p>Unanimously agreed to forward agenda to the F&amp;A Meeting 19<sup>th</sup> October 2023.</p> <p><b>4. Resolve to accept one of the quotations obtained to replace the rotten gate post and re-attach the gate at Stamford Road allotments.</b></p> <p><b><u>It was proposed, seconded and Resolved</u></b></p> <p>Unanimously agreed to accept the quotation of £176.98 incl vat.</p> |                                       |
| <b>2023.90</b> | <p><b>Risk Exception Report.</b></p> <p>Cllrs accepted the status of the report with no amendments.</p>   |                                       |
| <b>2023.91</b> | <b>Clerks Report</b>  | <b>Action</b>                         |
| 1              | Spring Lane, Colsterworth will be added to the Lincolnshire Highways strimming schedule for next year. Three times a year.  | Clerk                                 |
| 2              | Colsterworth River Witham Restoration Project is all set to commence week beginning 25 <sup>th</sup> September.   | Clerk                                 |
| 3              | <p>Updates from LCC Rights of Way: -</p> <p>Colsterworth Public Footpath No 3. This path has now been harvested and the landowner reminded of their duties and the width required.</p> <p>Colsterworth Public Footpath No 15. The area at both kissing gates has been cut back.</p> <p>Colsterworth Footpath PF16 The area at the kissing gate has been cut back.</p>                     | Clerk                                 |
| 4              | Allotment inspection & Risk Assessment completed 18/09/2023 by the Clerk and Cllr A Bouvie.   | Clerk                                 |
| 5              | The Parish Council received a generous donation of 5 lamp post poppies from a resident in Colsterworth.   | Thank you, letter, sent by the Clerk. |
| 6              | The long deep rut on the roundabout at the top of Bourne Road has been repaired by Highways.  |                                       |
| 7              | Acknowledgement letter received from Gareth Davies MP in respect of Agenda Item 2023.75 Parish Council Meeting 5 <sup>th</sup> September 2023. Resolved to comment on Planning dispute between a Parish Council and The Planning Inspectorate.  | Letter circulated to Cllrs            |
| <b>2023.92</b> | <b>Correspondence received</b>  |                                       |
| 1              | SKDC Council Tax Support Scheme 2024/2025 consultation information received. Details published in October InTouch   | Clerk                                 |
| 2              | Email enquiry regarding contact details for St Peter's Church, Stainby. Contact details supplied.   | Clerk                                 |
| 3              | Comments received regarding the recent tree and vegetation works completed by LCC Highways on the Bridge End banking. These have been forwarded to LCC Highways at the request of the resident. A response received from LCC Highways was forwarded to the resident for their information.  | Clerk                                 |
| 4              | Invitation from SKDC for the Parish Council to complete a questionnaire on a new housing strategy. The survey closes on 31 <sup>st</sup> October 2023.  | Clerk                                 |
| 5              | Enquiry received regarding the Parish Council Grant application procedure. This will be referred to in the next Finance and Administration meeting 19 <sup>th</sup> October 2023.   | Clerk                                 |
| 6              | Letter received from Ironstone Energy Ltd, to introduce a proposal to develop a new anaerobic digestion (AD) plant on farmland  | Clerk                                 |

|                   |   |          |
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|                   | <p>located to the south of Sewstern/Gunby Road, east of Sewstern village.</p> <p>There will be a public consultation process inviting members to attend a public exhibition, to be held on the 10th and 11th October 2023.</p> <p>There is more information about the proposals available on the project website: <a href="http://www.ironstoneenergy.co.uk">www.ironstoneenergy.co.uk</a></p> <p>A public exhibition is being held at Sewstern Village Hall at the following times:<br/>16.00 - 20.00 on Tuesday 10th October 2023, and<br/>10.30 - 16.00 on Wednesday 11th October 2023</p> |          |
| 7                 | <p>Report of overgrown hedge on Bourne Road Estate restricting the footpath. Reported to FMS Ref <b>472639</b></p> <p>Cllr D Bellamy said he was aware of this issue and would make enquiries with SKDC.</p>  |          |
| <b>2023.93</b>    | <b>Planning Applications - SKDC</b>   | Comments |
| <b>S23/1571</b>   | Construction of 2 dwellings and demolition of agricultural buildings. Twyford Cottage, Honey Pot Lane, Colsterworth, Lincolnshire, NG33 5LT   | None     |
| <b>S23/1617</b>   | New highways entrance. Off-road parking and new glamping site. PV panel array. Hill View , South Witham Road, North Witham, Lincolnshire, NG33 5LB  | None     |
| <b>S23/1672</b>   | Use of land for B8 outside storage (Retrospective). Black Bull Industrial Park, Woolleys Lane, Lobthorpe, Lincolnshire, NG335LL   | None     |
| <b>S23/1717</b>   | Creation of charging zone, erection of EV chargers, erection of canopy, substation enclosure and associated forecourt works. Location: Colsterworth Service Station, Great North Road, Colsterworth, Lincolnshire,NG33 5JJ.   | None     |
|                   | <b>SKDC Planning Permission</b>   |          |
| <b>S23/1366</b>   | Single storey side extension. 4 Newton Way Woolsthorpe By Colsterworth, Lincolnshire NG33 5NR.  | None     |
| <b>S23/1443</b>   | Fell T1 common ash Fraxinus. 55 High Street Colsterworth, Lincolnshire NG33 5H  | None     |
| <b>S23/1687</b>   | To vary condition 6 and remove condition 20 of planning permission S15/3028 to remove stone under area occupied by weighbridge and wheel wash. Colsterworth Triangle, Crabtree Road , Colsterworth  |          |
|                   | <b>LCC Planning Application</b>   |          |
| <b>PL/0063/23</b> | <p>CATEGORY A LCC REFERENCE: PL/0063/23</p> <p>DEVELOPMENT: TO VARY CONDITION 6 AND REMOVE CONDITION 20 OF PLANNING PERMISSION S15/3028 TO REMOVE STONE UNDER AREA OCCUPIED BY WEIGHBRIDGE AND WHEELWASH</p> <p>LOCATION: COLSTERWORTH TRIANGLE, CRABTREE ROAD, COLSTERWORTH</p> <p>GRID REFERENCE: 489816 324337</p>   | None     |
| <b>2023.94</b>    | <p><b>Finance and Administration Committee Report</b> C Cllrs E O'Neill, C Hainsworth, L McShane &amp; C Russell) – No Meeting to report.</p> <p><b>Resolve to adopt the following policies following their annual review.</b></p> <ol style="list-style-type: none"> <li>1. CAD Equal Opportunities Policy</li> <li>2. CAD Grants Allocation</li> <li>3. CAD Grants Application Policy</li> <li>4. CAD Volunteer Policy</li> <li>5. CAD Employment Policy</li> </ol>   |          |

|                      |  |
|----------------------|--|
|                      | <p>6. CAD Nature Trail Constitution<br/>7. CAD Publications Scheme</p> <p><b><u>It was proposed, seconded and Resolved</u></b><br/>Unanimously agreed to adopt all policies with no amendments.</p> <p>8. Net Position by Cost Centre and Code 18/09/2023</p>  |
| 2023.95              | <p><b>Planning Committee Report - No Committee Report.</b></p> <p><b>1. Neighbourhood Plan Review update. (Cllr C Russell)</b><br/>The first meeting to review the Neighborhood Plan was successful.<br/>A member of the working group has converted the PDF document so that it can be edited.<br/>It was agreed to arrange a second meeting date and time tbc.</p>   |
| <b>Group Reports</b> |  |
| 2023.96              | <p><b>1 Highways &amp; Footpaths Working Group Report (Cllr C Hainsworth) Ad-hoc report.</b></p> <p>Community Speed Watch (CSW) has re-started with data from sessions already completed submitted to CSW.<br/>The volunteer Co-Ordinator has successfully arranged further sessions. Thank you to all volunteers involved.<br/>Cllr C Vernon added that it was possible to swap volunteers with another village.</p> <p>Cllr C Vernon confirmed again that the time spent with Rowan Smith that day was in addition to the High Street road safety issues walk about to be scheduled.</p>   |
| 2023.97              | <p><b>2 Environment &amp; Amenities Working Group Report.</b></p> <p><b>War Memorial Project update (Cllr T Neale) (S Grant – Clerk)</b></p> <p>1. The Clerk confirmed that the FCC Grant application Minute ref 5<sup>th</sup> September 2023.77.4 had been submitted before the deadline of 6<sup>th</sup> September and an acknowledgement received with a request for further information which has been submitted.</p> <p>2. Cllr T Neale informed the Council that this would be his last meeting as he was standing down as a Parish Councillor. He thanked Cllr C Hainsworth and the Clerk for the work they had done so far in exploring and making grant applications for the restoration of the War Memorial.</p> <p>3. Cllr C Hainsworth reported that Colsterworth Festival of Remembrance (CFoR) had submitted an application to the South Kesteven Prosperity Fund and the National Heritage Lottery fund.</p> <p><b><u>War Memorial Restoration Project</u></b></p> <p><b>War Memorial Trust Grant Application (Cllr C Hainsworth)</b></p> <p>1. Resolve that the Parish Council apply for the War Memorial Trust Grant up to maximum of 50% of eligible costs using the lowest quotation of £27,923.00 excl vat (on a Price-Only basis) – next closing date October 31/10/2023.</p> <p><b><u>It was proposed, seconded and Resolved</u></b></p> |

|                 |  |
|-----------------|--|
|                 | Cllr Hainsworth did not vote having declared an interest at agenda item 2023.83. All other Cllrs unanimously agreed.   |
| <b>2023.98</b>  | <b>ACCOUNTS FOR PAYMENT September 2023</b><br>Unanimously approved see Appendix A  |
| <b>2023.99</b>  | Matters requiring attention such as potholes and faulty streetlights.<br><br>Cllr C Hainsworth thanked Cllr T Neale for the work he had done whilst on the Parish Council notably leading the project for the Queen's Platinum Jubilee Beacon lighting on 2 <sup>nd</sup> June 2023 and their proposal to re-start the War Memorial Restoration project.<br><br>Cllrs M Childs and C Rowland reported overgrown nettles and vegetation on footpath 7 from Chestnut Grove to Back Lane. The Clerk agreed to investigate this.<br><br><b>*Post meeting note.</b> On the afternoon of Wednesday 4 <sup>th</sup> October 2023 the Clerk visited Footpath 7, Chestnut Grove to Back Lane and noticed that the Parish Council grass cutting contractors were in the process of strimming back the nettles and vegetation along the footpath. |
| <b>2023.100</b> | Date of the next Parish Council meeting is Tuesday 7 <sup>th</sup> November 2023. There being no other business, Chairperson C Hainsworth closed the meeting at 9.03pm.<br><br>SIGNED:<br><br>CHAIRPERSON <span style="float: right;">DATE:</span>   |

| <b>Attendance to date (May 2023 to April 2024) – annual maximum 10 (No meeting August &amp; January)</b> |                          |          |           |        |
|--|--------------------------|----------|-----------|--------|
| Cllr Name  | Constituency             | Attended | Apologies | Absent |
| J Clark  | North Witham & Lobthorpe | 2        | 3         |        |
| D Bellamy  | North Witham & Lobthorpe | 4        | 1         |        |
| A Bouvie   | Colsterworth             | 3        | 2         |        |
| E O'Neill  | Colsterworth             | 4        | 1         |        |
| C Hainsworth   | Colsterworth             | 5        |           |        |
| G Henton   | Colsterworth             | 5        |           |        |
| L McShane  | Colsterworth             | 5        |           |        |
| S Banwait  | Colsterworth             | 5        |           |        |
| T Neale  | Colsterworth             | 4        | 1         |        |
| C Russell  | Colsterworth             | 4        | 1         |        |
| K Vickers * Co-opted<br>06/06/2023   | Colsterworth             | 4        |           |        |
| M Childs * Co-opted<br>04/07/2023  | Colsterworth             | 2        |           |        |
| C Rowland + Co-opted<br>05/09/2023   | Colsterworth             | 2        |           |        |
| Vacancy  | Gunby & Stainby          |          |           |        |
| Vacancy  | Gunby & Stainby          |          |           |        |

APPENDIX A:

**ACCOUNTS FOR PAYMENT SEPTEMBER 2023****ONLINE PAYMENTS**

| <b>Date of pmnt</b> | <b>Payee Name</b>             | <b>Details</b>                  | <b>Amount</b>    |
|---------------------|-------------------------------|---------------------------------|------------------|
| 04/10/2023          | Stuart Whitcombe              | InTouch Editing October edition | £85.00           |
| 04/10/2023          | Staff 2 & 3                   | Community Cleaning              | £607.94          |
| 05/10/2023          | Life In Pictures              | In Touch Printing               | £417.60          |
| 10/10/2023          | HMRC                          | PAYE July                       | £411.89          |
| 10/10/2023          | HMRC                          | PAYE August                     | £411.49          |
| 11/10/2023          | HMRC                          | PAYE September                  | £411.69          |
| 11/10/2023          | Colsterworth Trust Estate     | W/R Allotment Ground Rent       | £10.00           |
| 11/10/2023          | Colsterworth Trust Estate     | Embankment Wood Ground Rent     | £10.00           |
| 12/10/2023          | Dave Warden - MCS Ground Care | LCC & Village grass cut         | £879.00          |
| 13/10/2023          | Dave Warden - MCS Ground Care | LCC & Village grass cut         | £884.00          |
| 14/10/2023          | Terry Brown                   | Mid Year Internal Audit         | £100.00          |
| 14/10/2023          | LDTBF Ltd                     | Samford Rd Allotment rent       | £200.00          |
|                     |                               |                                 |                  |
|                     |                               |                                 |                  |
|                     |                               | Sub Total                       | <b>£4,428.61</b> |

**CHEQUES**

|               |                |              |                  |
|---------------|----------------|--------------|------------------|
| Chq<br>103925 | Staff 1 salary | Salary & Exp | £1,133.35        |
|               |                |              |                  |
|               |                |              |                  |
|               |                | Sub Total    | £1,133.35        |
|               |                |              |                  |
|               |                | Grand Total  | <b>£5,561.96</b> |

**DD's**

|            |       |                                   |                |
|------------|-------|-----------------------------------|----------------|
| 27/09/2023 | Focus | Office phone                      | £24.41         |
| 26/09/2023 | HSBC  | Bank charges                      | £6.60          |
| 17/09/2023 | WAVE  | Stamford Rd Allotments Water Bill | £50.91         |
| 17/09/2023 | WAVE  | Woolsthorpe Road Water Bill       | £34.37         |
|            |       |                                   |                |
|            |       |                                   |                |
|            |       | Total DD's                        | <b>£116.29</b> |

|                   | <b>Balances</b>   |                   |
|-------------------|---|-------------------|
| <b>Reconciled</b> |   |                   |
| <b>29/09/2023</b> | <b>Income from 01/04/2023</b>   | <b>£31,539.65</b> |
| <b>29/09/2023</b> | <b>Expenditure from 01/04/2023</b>                                      | <b>£24,965.20</b> |
|                   | <b>Surplus/Deficit=</b>   | <b>£6,574.45</b>  |
|                   | <b>Less Unpresented payments excl<br/>DD's</b>                          | <b>£5,561.96</b>  |
|                   | <b>Plus unpresented receipts</b>  | <b>£0.00</b>      |
|                   | <b>Surplus/Deficit=</b>   | <b>£1,012.49</b>  |
|                   |   |                   |
|                   | <b>Balances</b>   |                   |
| <b>04/09/2023</b> | <b>Deposit Account</b>  | <b>£61,260.03</b> |
| <b>29/09/2023</b> | <b>Community Account</b>  | <b>£8,569.24</b>  |
|                   | <b>Total</b>  | <b>£69,829.27</b> |
|                   |   |                   |
|                   | <b>Less unpresented Payments &amp; chq's<br/>+ unpresented receipts</b> | <b>£64,267.31</b> |