

Minutes of the Parish Council meeting held on Tuesday 6th February 2024.

Public Forum

Cllr C Hainsworth (Chair) welcomed the five members of the public present.

The first to speak was a member of Colsterworth Festival of Remembrance (CFoR) who summarised CFoR's fund raising, and donations received to date as part of the partnership with the Parish Council for the War Memorial Restoration project which commenced in May 2023. They acknowledged the successful Grant offers received by both CFoR and the Parish Council for the War Memorial Restoration project and stated that CFoR's preferred Grant option was that of FCC Communities Foundation awarded to Colsterworth Parish Council of £33,380.45 to cover the full amount of the contractors' costs. They confirmed CFoR would be contributing towards the Third-Party Contribution of £3,588.40 required to be paid by the Parish Council to accept the Grant.

The second member of the public to speak was a Gunby resident in relation to the proposed Anaerobic Digestion (AD) plant. They informed the Parish Council that an action group had been set up in the name of, 'Block Ironstone Energy Action Group' which had created a website to share information with the local community about the potential impacts of the proposed AD Plant. Further information can be found on the Action Group website link <https://www.blockbiogasplant.co.uk>. The group may be contacted with any questions or feedback via the form on the 'Contact Us' page. When the planning application is submitted, the website will also link to that.

Cllr D Bellamy reminded Cllrs that as a Statutory Consultee it was important that the Parish Council made a formal response within the set parameters. The total number of individual objections/comments would be considered by SKDC Planning Department. The Gunby resident added that the objections/comments of those resident living closest to the proposed site would carry the most weight. The member of the public also asked if mirrors could be installed at blind spots in Gunby and Stainby. The Clerk advised that LCC Highways do not support the use of these mirrors.

The third to speak was a member of CPRE, The Countryside Charity, for the Protection of Rural England. They informed the Parish Council that they had been engaged by the local community to advise in relation to the proposed AD plant at Gunby and would at some point in the future be in contact with the Parish Council.

The two remaining members of the public did not speak and were there to observe.

The public session was extended to 7.50pm to allow all those present to speak.

Councillors: C Hainsworth, E O'Neill, L McShane, D Bellamy, J Clark, K Vickers, G Henton, M Childs, R Chatterton, and S Banwait.

In Attendance

Sue Grant, Clerk to the Parish Council.
SKDC Cllr D Bellamy.

Agenda Item No	
2023.139	Apologies for absence. Cllrs C Rowland, S Banwait & C Russell, valid reasons given.
2023.140	Chairman's remarks. Chairperson Cllr C Hainsworth welcomed everyone to the meeting acknowledging there was a busy agenda as the last meeting was in December 2023.
2023.141	Declarations of interest in accordance with the LGA 2000 Cllr C Hainsworth declared an interest in agenda item 2023.155 being a member of

Agenda Item No	
	Colsterworth Festival of Remembrance.
2023.142	<p>Approval of the Minutes of the previous meeting.</p> <p>Cllr A Bouvie 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 5th December 2023 be approved as a correct record and duly signed and dated by the chairperson.</p>
2023.143	<p>County/District Councillor Report.</p> <p>SKDC Cllr D Bellamy passed on apologies from Cllr's B Green and C Vernon.</p> <p>SKDC Cllr D Bellamy reported: -</p> <ol style="list-style-type: none"> 1. SKDC are responsible for clearing the litter on the A1. Any grot spots to be passed to them. 2. The cost of a second green bin has increased by £15. An attempt to reduce the increase closer to inflation did not pass. 3. There had been a meeting about renewable energy planning applications in relation to the Corporate Plan and the potential impact on local areas. 4. Cllr K Vickers mentioned that many of the purple bins put out for collection that day had been blown over and the contents littered around the village.
2023.144	<ol style="list-style-type: none"> 1. Resolve to accept the quotation of £185.50 for the removal and disposal of ivy from the brick bus shelter and wall on the High Street. <u>It was proposed, seconded and Resolved</u> Unanimously Agreed. 5. Resolve to accept the quotation of £180.00 for the removal and disposal of ivy from the brick bus shelter on Woolsthorpe Road. <u>It was proposed, seconded and Resolved</u> Unanimously agreed.
2023.145	<ol style="list-style-type: none"> 1. Resolve to light the Beacon to commemorate the 80th Anniversary of D-Day. Location to be confirmed. (Cllr E O'Neill). <u>It was proposed, seconded and Resolved</u> Unanimously supported in principle subject to forming a working party. 2. Resolve to allocate up to £100 to purchase gas for the Beacon. <u>It was proposed, seconded and Resolved</u> Agenda item amended to allocate up to £200. Unanimously supported in principle subject to forming a working party and investigating local events to commemorate the 80th Anniversary of D-Day.
2023.146	<p>Resolve to create a library swap shop in the brick bus shelters on the High Street and Woolsthorpe Road. (Cllr E O'Neill)</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed to investigate costs including floral baskets and risk assessments.</p>

Agenda Item No		
2023.147	Resolve to move the April Parish Council meeting to 9th April 2024. <u>It was proposed, seconded and Resolved</u> Unanimously agreed.	
2023.148	Risk Exception Report. Cllrs accepted the status of the report with no amendments.	
2023.149	Clerks Report	Action
1	Quotations are being sought to remove the ivy from the brick bus shelters on the High Street close to the War Memorial and the one on Woolsthorpe Road just before junction with The Close.	Clerk
2	Hard-standing and undercover storage is being sought for one tonne of sand and 100 sandbags offered by SKDC so that local people will be able to protect their own properties quickly. The Clerk investigating storage options.	Clerk
3	Sunken manhole reported to FMS Slip road to the A1 north from the Bourne road, A151 roundabout. Advised that Anglian Water is responsible for this issue, and this has been reported this to them on your behalf of the PC to investigate.	Clerk
4	Defective streetlights no 5, 7 & 9 in Stainby, no 54 Walnut Grove and no's 46, 47 & 48 on Ramsey Court and outside Manor Farm Mews reported to SKDC Streetlighting for repair.	Clerk
5	Repairs to Colster Way Childrens Play equipment scheduled for January/February by Wicksteed Leisure Ltd.	Clerk
6	The Tree Condition Assessment on the Nature Trail was completed by East Midlands Trees Surveys Ltd on 6 th December 2023. The cost of the Condition Assessment was covered by the South Kesteven Prosperity Fund Grant. More information can be found further in this month In Touch magazine.	Clerk
7	Streetlights 46, 47, 48 & 75 on Ramsey Court are defective again. These have been reported to SKDC Streetlighting for further investigation and repairs. Also 2 defective streetlights on Bourne Road, reported to SKDC. Streetlight 88 on Water Lane illuminated during the day also reported to SKDC.	Clerk
8	Footpath 19 from School Lane to Old Post Lane reported to SKDC Big Clean to clear the fallen leaves and moss.	Clerk
9	Colster Way street name plate junction Chestnut Grove reported to SKDC for repair.	Clerk
10	Wicksteed Leisure completed repairs to the children's play area at Colster Way on 24 & 25th January 2024.	
11	Work is planned again by highways for the deep long rut which has reappeared on the Bourne Road roundabout. Anglian Water have work planned on the collapsed manhole cover on the A1 slip road north on 14th March 2024. A traffic management permit has been granted for the repair.	Clerk
2023.150	Correspondence received	
1	Have your say on SKDC's draft Animal Licensing Policy https://tinyurl.com/SKAnimals	Cllrs
2	Two reports of large pot holes and mud in the car park outside Little Legs. Requesting a footpath is installed by the PC on the land owned by the PC from Colster Way to Little Legs building. Advised the PC are not responsible for this car park.	Clerk

3	Thank you, letter, received from the Grantham Royal British Legion Poppy Appeal organisers for the donation from the Parish Council of £20 for the Poppy Wreath for Remembrance Sunday.	Clerk
4	Notification received that the Parish Council's insurers BHIB Councils became Clear Councils on September 1st, 2023. No changes to the insurance policy and contact detail remain unchanged.	Clerk
5	Poppy wreaths from the War Memorial removed to the Church for safe keeping by a kind resident.	Clerk/Cllrs
6	Fallen tree on FP 20 before School Lane removed and cut into small pieces. Footpath cleared by Cllr M Childs.	Chair/Vice Chair/Clerk
7	Free defibrillator Training sessions are being offered by Leisure SK subject to availability on a Tuesday or Friday evening again between 19th February and 26th March 2024. If you are interested, please contact the Clerk to the Parish Council Clerk, Sue Grant by email; clerk@colsterworthanddistpc.co.uk or by Tel on 01476 861888.	Clerk
8	Storm damage to the boarding on the bridge on the Nature Trail reported to the landlord FCC by clerk.	Clerk/FCC
9	Request to have mirrors in key blind spots on tight corners in 3 places round the village of Gunby.	Clerk
10	<p>Stamford Road Allotments & Paddock:</p> <ol style="list-style-type: none"> 1. Request to be added to the Stamford Road allotment waiting list. 2. Request for update on allotment handover. 3. Paddock tenant advising that they will be display notices not to feed the horses after discovering that carrots had been fed to the horses. 4. A gentle reminder not to obstruct the vehicle access track. Loading and unloading is permitted. 5. Report that the allotment hedge adjacent to 17 Stamford Road is collapsing. The Clerk visited the location with the resident. Referred to the next allotment inspection and lease responsibilities. <p>Woolsthorpe Road allotments:</p> <ol style="list-style-type: none"> 1. Query regarding a chicken run at an allotment on Woolsthorpe Road. The Clerk making enquiries. 	Clerk
11	Email from SKDC re UPDATE ON BIN COLLECTION	Circulated InTouch.
12	EMAIL from SKDC re FEEDBACK ON RECENT STORM/FLOODING	Clerk
13	LCC Call Connect will be displaying Call Connect service information in bus shelters around the villages and on a pole if there is no bus shelter in that area. The Clerk confirmed the location of the bus shelters to LCC.	Clerk/LCC
14	Memorial permit application form from GH Linnell approved 30/11/2023.	Clerk
15	Gunby resident reported the path at the side of the church has a tree root lifting the path. The Clerk will arrange a visit to establish responsibility for the path.	Clerk
16	FP 16 & 17 reported by a resident for repair. Reports made to LCC ROW Ref's: FP 16 reported to ROW Ref 2055282. This was also reported by another resident.FP17 reported to ROW Ref 2055291 & 2054859. Both Footpaths given a Priority 2 from LCCROW.	Clerk
17	Report that a HGV following a SAT NAV trying to go down Middle Street, Stainby. Helped by the resident to get back to the B676.	Clerk
18	Report of missing bolt and nut on the railing at Woolsthorpe Play area. The Clerk sourcing replacement bolt and nuts.	Clerk.
19	Email from Colsterworth Youth Club. Minutes of meeting and schedule of works. Filed for the PC's records.	Clerk
20	Email request to escalate Consultation: DMMO/426/Colsterworth with LCCROW. See PC Meeting December 2023 Minute ref 2023.133.2. Response received from LCCROW was that the case is progressing, but	Clerk/LCC

	they are unable to give a timeframe as often cases are often complex, time consuming and subject to factors outside the County Councils control.	
21	Report that the brown 'Woolsthorpe Manor' sign was falling down at the junction Old Post Lane and Woolsthorpe Road. FMS report made ref 491108.	Clerk/LCC
22	Report of bottles believed to contain urine discarded along the A151 fly over. Request for signs to be erected to discourage this.	Clerk/Cllrs
23	LCC Planning – Announces changes to their processes in view of the recent changes made to the Governments Planning Guarantee.	LCC
24	Colsterworth Parent Teachers Association now have permission to install their uniform shed and will advise the PC the unveiling date. PC contributed a £500 grant to the shed. 7 th November meeting agenda item 2023.108.	Clerk
2023.151	Planning Applications - SKDC	Comments
S23/2292	Discharge of conditions in relation to conditions 3, 4 and 6 of S21/1328. Riverside Barn, 2A Manor Farm Mews, High Street, Colsterworth.	None
S23/2308	Proposal: Demolition of existing outbuilding and construction of new annex. Home Farm House, 57 High Street, Colsterworth, Lincolnshire, NG33 5HZ.	None
S23/2359	Proposal: Section 211 notice in relation to G1 - crown raise row of sycamore that overhang bonfire area to around 6m AGL. Location: Axholme Barns, 51A Newton Way, Woolsthorpe By Colsterworth, Lincolnshire, NG33 5NP . App Type: Trees in CA - Section 211 Notice	None
	Planning Permission Refusal - SKDC	None
S23/1672	Use of land for B8 outside storage (Retrospective). Location: Black Bull Industrial Park Woolley's Lane, Lobthorpe Lincolnshire NG33 5LL.	None
S23/1952	Proposal: Addition of gates and pillars to existing access (retrospective) Location: 33A Newton Way Woolsthorpe By Colsterworth Lincolnshire	
	SKDC Planning Permission	
S23/2330	Section 211 notice in relation to a Lime tree which needs to be felled due to the tree being a health and safety hazard. Manor Farm, Church Street, North Witham, Lincolnshire, NG33 5LH.	None
S23/1664	Proposal: Replace roof tiles, restore pebble dash to chimney stacks, upgrade roof insulation. The Old Rectory 14 High Street Colsterworth Lincolnshire NG33 5NF.	None
S24/0076	Section 211 notice in relation to a Apple Tree - to carry out horticultural prune, focusing on dead, broken, rubbing, crossing, diseased branches and to thin the crown by 25%. 22 Newton Way, Woolsthorpe By Colsterworth, Lincolnshire, NG33 5NR	None
S23/2292	Discharge of conditions in relation to conditions 3, 4 and 6 of S21/1328. Riverside Barn 2A Manor Farm Mews, High Street.	None
S23/1960	Erection of 2no Portal Frame Structures. Witham Specialist Vehicles Honey Pot Lane, Colsterworth Lincolnshire NG33 5LY	None
2023.152	<p>Finance and Administration (F & A) Committee Report (Cllrs C Hainsworth, E O'Neill, L McShane & C Russell). No report this month.</p> <p>1. Resolve to appoint the new Auditor provided by Lincolnshire Association of Local Councils (LALC) to provide an interim and end of year AGAR sign off at a cost of £280 excl vat.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed.</p> <p>Resolve to adopt the following policy for its annual review.</p> <p>2. CAD Media Policy</p>	

	<p>3. CAD Remote Meeting Policy 4. CAD Co-Option Policy</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed.</p> <p>5. Resolve to agree the Clerks annual leave request.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed.</p> <p>6. Net Position by Cost Centre and Code – 29/01/2024 Received by Cllrs with no comment.</p>
2023.153	<p>Planning Committee Report - No Committee Report.</p> <p>1. Neighbourhood Plan Review update. (Cllr C Russell)</p> <p>Apologies received from Cllr C Russell. Cllr D Bellamy stated work was in progress.</p> <p>2. Resolve to comment on the Anaerobic Digester plant planning application at Gunby when the planning application is received by the Parish Council.</p> <p>No planning applications received to date. See public session. The Parish Council to form a Planning Working Group.</p>
Group Reports	
2023.154	<p>1 Highways & Footpaths Working Group Report (The Clerk) Ad-hoc report. Circulated</p> <p>1. Resolve to agree to purchase 1 x solar powered Vehicle Activated Speed Sign (VAS) to be sited opposite 22 Bourne Road from the companies listed below*.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed to purchase from Company 1.</p> <p>2. Resolve to agree to purchase 2 x solar powered Vehicle Activated Speed Signs (VAS). One to be sited at Stainby Crossroads and one to be sited on the B676 close to Hall Lane from the companies listed below*.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed to purchase from Company 1.</p> <p>*Company 1 - £2,250.00 excl vat per unit including delivery. (3 x units discounted to £2,150.00 excl vat per unit.) *Company 2 – £2,020.00 excl vat per unit plus £55 delivery per unit. *Company 3 - £2,350.00 excl vat per unit plus £65 delivery per unit.</p> <p>3. Resolve to purchase 2 x posts from LCC Highways at £300 each including installation. (One post is already in place at Stainby Crossroads).</p> <p><u>It was proposed, seconded and Resolved</u></p>

	<p>Agenda item amended to purchase of 3 x posts at £200 each. Unanimously agreed. The LCC Road Safety Highways Officer advised that the existing post at Stainby was not suitable.</p> <p>4. Resolve to investigate the costs and permissions to install mirrors in key blind spots in Gunby.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>The agenda item fell on advice from LCC Highways Department.</p>
2023.155	<p>2 Environment & Amenities Working Group Report.</p> <p><u>War Memorial Restoration Project</u></p> <p>War Memorial Project update (Cllr C Hainsworth & S Grant – Clerk) Circulated.</p> <p>Resolve to review and accept the FCC Environment Grant offer below for Restoration of Colsterworth War Memorial: -</p> <p>1. FCC Environment Grant offer of up to £33,380.45 which is 100% of the preferred quotation. With the Third-Party Contribution of £3,588.40 agreed September 2023 meeting agenda item 2023.77.4.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed on condition of receipt of a formal commitment from CFoR of £3,000 towards the Third-Party Contribution.</p> <p>* Post meeting note: On Thursday 8th February 2024 a formal commitment and Cheque from CFoR of a contribution of £3,000 was received by the Parish Council.</p> <p>* Post meeting note. On Wednesday 14th February 2024 FCC Communities contacted the Parish Council to advise that the contingency sum of £4,353.97 included in the preferred tender for cannot be funded as they do not fund contingencies. This amount has been removed making a revised grant offer of £29,026.48 which covers 100% of the costs in the priced schedule.</p> <p>2. Resolve to agree that for the FCC Environment Grant offer Cllrs L McShane and E O'Neill give written authority for the Clerk, Sue Grant to sign the funding agreement on behalf of Colsterworth and District Parish Council.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed subject to agenda item 2023.155.1 above.</p> <p>3. Resolve to accept the War Memorials Trust Grant offer.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>The agenda item fell.</p> <p><u>Allotments</u></p> <p>4. Resolve a minimum of 1 x Cllr to join the Clerk for allotment inspections at both sites.</p>

	<u>It was proposed, seconded and Resolved</u> Cllr J Clark agreed to join the Clerk for the allotment inspections.
2023.156	ACCOUNTS FOR PAYMENT December 2023 & January 2024 Unanimously approved see Appendix A
2023.157	Matters requiring attention such as potholes and faulty streetlights. Cllr L McShane brought up the subject of the High Street Road Safety issues and the delay Cllr C Vernon arranging a walk around with Rowan Smith LCC Area Highways Manager. The Clerk will contact Cllr Vernon for an update.
2023.158	The date of the next Parish Council meeting is Tuesday 5 th March 2024. There being no other business, Chairperson C Hainsworth closed the meeting at 9.05pm. SIGNED: CHAIRPERSON DATE:

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	4	4	
D Bellamy	North Witham & Lobthorpe	7	1	
A Bouvie	Colsterworth	5	3	
E O'Neill	Colsterworth	7	1	
C Hainsworth	Colsterworth	8		
G Henton	Colsterworth	7	1	
L McShane	Colsterworth	8		
S Banwait	Colsterworth	8		
T Neale	Colsterworth	4	1	
C Russell	Colsterworth	6	2	
K Vickers * Co-opted 06/06/2023	Colsterworth	6	1	
M Childs * Co-opted 04/07/2023	Colsterworth	5		
C Rowland * Co-opted 05/09/2023	Colsterworth	5		
R Chatterton * Co-opted October 2023	Gunby & Stainby	3		
Vacancy	Gunby & Stainby			

APPENDIX A:**Payments for December 2023.**

ONLINE PAYMENTS			
Date of pmnt	Payee Name	Details	Amount
02/01/2024	Stuart Whitcombe	InTouch Editing November edition	£85.00
02/01/2024	Staff 2 & 3	Community Cleaning	£607.94

03/01/2024	Life In Pictures	In Touch Printing	£417.60
05/04/2024	Safelincs Ltd	Defib Battery for Village Hall defib.	£415.49
08/01/2024	HMRC	PAYE October	£411.69
09/01/2024	HMRC	PAYE November	£712.33
10/01/2024	HMRC	PAYE December	£449.24
11/01/2023	Colsterworth PCC	Contribution to Xmas lights electric pymnt.	£30.00
		Sub Total	£3,129.29

CHEQUES

Chq no 103931	Staff 1 salary	Salary & Exp	£1,201.67
Chq no 103933	East Midlands Tree Surveys Ltd	Nature Trail Tree Condition Assessment	£1,033.50
		Sub Total	£2,235.17
		Grand Total	£5,364.46

DD's

26/12/2023	HSBC	Bank charges	£5.80
17/12/2023	Wave	Water Bill Stamford Rd Allotments	£85.85
17/12/2023	Wave	Water Bill Woolsthorpe Road Allotments	£28.86
28/12/2023	Focus	Office phone	£27.38
			£147.89

BALANCE SHEET

	Balances	
Reconciled		
	Income from 01/04/2023	£54,591.85
	Expenditure from 01/04/2023	£39,091.99
	Surplus/Deficit=	£15,499.86
	Less Unpresented payments excl DD's	£5,364.46
	Plus unpresented receipts	£0.00
	Surplus/Deficit=	£10,135.40
	Balances	
28/12/2023	Deposit Account	£61,651.43
28/12/2023	Community Account	£17,103.25

	Total	£78,754.68
	Less unrepresented Payments & chq's + unrepresented receipts	£73,390.22

ONLINE PAYMENTS

Date of pmnt	Payee Name	Details	Amount
06/02/2024	Stuart Whitcombe	InTouch Editing November edition	£85.00
06/02/2024	Staff 2 & 3	Community Cleaning	£607.94
15/02/2024	Life In Pictures	In Touch Printing	£417.60
12/02/2024	Dave Warden (MCS Ground Care)	Annual Hedge Trim	£560.00
15/02/2024	LITES PC	Printer repair	£30.00
08/02/2024	FCC Recycling (UK) Ltd	CF - 2469 Grant Third Party Contribution	£1,000.00
09/02/2024	FCC Recycling (UK) Ltd	CF - 2469 Grant Third Party Contribution	£1,000.00
13/02/2024	FCC Recycling (UK) Ltd	CF - 2469 Grant Third Party Contribution	£1,000.00
14/02/2024	FCC Recycling (UK) Ltd	CF - 2469 Grant Third Party Contribution	£588.40
		Sub Total	£5,288.94

CHEQUES

Chq no 103934	Staff 1 salary	Salary & Exp	£1,120.25
		Sub Total	1120.25
		Grand Total	£6,409.19

TRANSFERS FROM SAVINGS ACCOUNT TO CURRENT ACCOUNT SUBJECT TO APPROVAL OF AGENDA ITEMS 2023 155 (Ear Marked reserves)

09/02/2024	CAD Current Account	FCC CF-2469 Third Party Contribution (Agenda item 2023.154)	£3,588.40
		Total	£3,588.40

DD's

26/01/2024	HSBC	Bank charges	£7.00
26/01/2024	Focus	Office phone	£26.38
		Total	£33.38

Balances

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Reconciled		
	Income from 01/04/2023	£58,457.57
	Expenditure from 01/04/2023	£44,489.83
	Surplus/Deficit=	£13,967.74
	Less Unpresented payments excl DD's	£6,409.19
	Plus unpresented receipts/transfers	£6,588.40
	Surplus/Deficit=	£14,146.95
	Balances	
05/02/2024	Deposit Account	£61,753.01
31/01/2024	Community Account	£15,469.55
	Total	£77,222.56
	Less unpresented Payments & chq's + unpresented receipts	£63,073.37