

Minutes of the Parish Council meeting held on Tuesday 5th March 2024.

Public Forum

Chairperson Cllr C Hainsworth welcomed everyone to the meeting and stated as there were no persons present for the public session to move straight to the business of the meeting.

Councillors: C Hainsworth, E O'Neill, L McShane, A Bouvie, J Clark, K Vickers, G Henton, M Childs, C Rowland, R Chatterton, and S Banwait. Cllr S Banwait left the meeting at 8.15pm.

In Attendance

Sue Grant, Clerk to the Parish Council.
LCC Cllr C Vernon arrived at 7.45pm.

| Agenda Item No | |
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| 2023.159 | Apologies for absence. Cllrs D Bellamy and C Russell valid reasons given. |
| 2023.160 | <p>Chairman's remarks.</p> <p>Chairperson Cllr C Hainsworth had no remarks other than to mention that the next meeting will be after the clocks have moved forward.</p> |
| 2023.161 | <p>Declarations of interest in accordance with the LGA 2000</p> <p>Cllr C Hainsworth declared an interest in agenda item 2023.176.1 & 2 being a member of Colsterworth Festival of Remembrance.</p> <p>Cllr L McShane declared an interest in agenda item 2023.176.3 & 4 being an allotment holder.</p> |
| 2023.162 | <p>Approval of the Minutes of the previous meeting.</p> <p>Cllrs C Rowland and S Banwait 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 6th February 2024 be approved as a correct record and duly signed and dated by the chairperson.</p> |
| 2023.163 | <p>County/District Councillor Report.</p> <p>SKDC Cllrs D Bellamy and B Green sent their apologies and sent the report below on issues raised at the previous meeting and ongoing issues which was read out by the Clerk: -</p> <p><u>A151/ A1 Flyover Embankment Litter</u> The Council at their last meeting set aside a budget of 60K to start cleaning the A1 verge. To do all the A1 in our area would be considerably more but they hope this will be an ongoing process and money set aside annually. They asked that the A151 flyover area is covered in this cleanup as the litter there is directly connected to vehicles coming on and off the A1 to the nearby facilities.</p> <p><u>Local Plan Review</u> The LINKS below is to the Local Plan Review documentation and consultation. Two virtual meetings are being arranged and they advise that Cllrs take part in these. Suggesting a conversation should be had on whether the proposed new allocation site on Bourne Road is the preferred site for the PC?</p> <p>Event 1: Wednesday 20th March 2024, 7.30pm-9.30pm</p> |

| Agenda Item No | |
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| | <p>Introduction to the Local Plan and the consultation Housing and employment Infrastructure and viability</p> <p>Event 2: Thursday 11th April 2024, 7.30pm-9.30pm Introduction to the Local Plan and the consultation Climate Change & Energy Environment Design www.southkesteven.gov.uk/localplanreview</p> <p><u>Neighbourhood Plan Review</u> The Local Plan Review is being timed to beat a deadline in 2025. They will find out how this affects Neighbourhood Planning and if the deadline for the Local Plan Review has any consequences for that.</p> <p><u>Budget 2024/2025</u> The LINK below gives details of last week's Council supplement which sets out Council Tax rises and gives an example of a Band D property. Included are LCC, SKDC, Police and Crime Commissioner and Parish Precepts. (Public Pack)Council Tax Resolution Supplement Agenda Supplement for Council, 29/02/2024 14:00 (southkesteven.gov.uk)</p> <p>LCC Cllr C Vernon Report: - Cllr C Vernon arrived at 7.45pm in time to give their report: -</p> <ol style="list-style-type: none"> 1. The consultation on Devolution has closed. 2. Lincolnshire Council Tax has increased by 4.99%. 3. Refuse bins are not a County responsibility, but they are aware that SKDC are working to resolve the recent confusion regarding the recycling bins. 4. Highways issues Colsterworth They contacted the Highways Manager again on 5th March 2024 and await a reply. 5. Flooding on the Woolsthorpe slip road to the A1 is being investigated. |
| 2023.164 | <p>Resolve to consider a request from Colsterworth Youth Club for the Parish Council to make repairs and resurface the car park entrance to Little Legs Nursery Colster Way, Colsterworth.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed that the Parish Council is not responsible for the car park.</p> |
| 2023.165 | <p>Resolve to consider a request from Colsterworth Youth Club for the Parish Council to investigate the costs and permissions required to install a new path from Colster Way directly to Little Legs nursery gate with costs paid by or contributed to by the Youth Club.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed to investigate the required permissions and feedback to Colsterworth Youth Club.</p> |
| 2023.166 | <p>Resolve to agree to keep the current allotment and field rents unchanged as recommended by the Clerk prior to their Annual Renewal in April 2024.</p> <p><u>It was proposed, seconded and Resolved</u></p> |

| Agenda Item No | | |
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| | Unanimously agreed. | |
| 2023.167 | <p>Resolve to agree to increase the current In Touch advertising rates by £3 from £59.50 to £62.50 per small advertisement & £6 from £119 to £125 per double advertisement to help cover its costs as recommended by the Clerk prior to their Annual Renewal in April 2024.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed.</p> | |
| 2023.168 | <p>Resolve to hold the Annual Parish Meeting on Tuesday 23rd April 2024 at The Colsterworth Methodist Church Hall, Back Lane, Colsterworth.</p> <p><u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed.</p> | |
| 2023.169 | <p>Risk Exception Report.</p> <p>Cllrs accepted the status of the report with no amendments.</p> | |
| 2023.170 | Clerks Report | Action |
| 1 | LCC Highways confirmed that action is scheduled for the blocked drain outside number 2, Ramsey Court, Colsterworth. | Clerk |
| 2 | War Memorial Project. All additional information forwarded to FCC Communities for the Grant offer. | Clerk |
| 3 | Report of tree roots lifting the church path at St Nicholas Church, Gunby. Report made to FMS Ref 493467. 21/02/2024 Highways reported that they are not responsible for the footpath. Enquiries made with Lincoln Diocese. | Clerk |
| 4 | The faulty defibrillator battery for the defibrillator outside the Village Hall purchased in January 2024 has been replaced by the supplier at no cost to the Parish Council. Report Ref 491108. Action is scheduled. | Clerk |
| 5 | <p>Updates from LCC ROW Reports: -</p> <p>Colsterworth Public Footpath No 16 - Some weld mesh will be added to the gate to deter the horses from chewing.</p> <p>Colsterworth Public Footpath No 17 - The step on this path will be replaced.</p> | Clerk |
| 6 | The Colsterworth PTFA have advised that the old shed has been taken down and the new one is expected to be installed in March 2024 to be used to store pre-loved uniforms. £500 Grant awarded by the Parish Council Agenda item 2023.108. | Clerk |
| 7 | The brown Woolsthorpe Manor sign opposite Old Post Lane Junction Woolsthorpe Road has been reported to LCC Highways. | Clerk |
| 8 | Large tyres on Bull Lane, North Witham reported to SKDC. Report ref 2726641. | Clerk |
| 9 | Fallen tree on the grass verge Northern Close, North Witham reported to FMS. Ref 497269. Work has been scheduled by highways. | Clerk |
| 2023.171 | Correspondence received | |
| 1 | Request to plant a tree on the grass verge. Advised to contact Lincolnshire Highways department. | Cllrs |
| 2 | Dog waste outside school | Clerk |
| 3 | Increase in Parish Council telephone line rental by the provider Focus. Still offers value for money compared to other providers. | Clerk |
| 4 | SKDC has suspended the rejection of bins for having incorrect recycled material in them for consultation and information provision. It is intended to restart the program after better preparation | Clerk |

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| 5 | Thank you email received to all the Councillors involved in the process of winning the FCC War Memorial Restoration Grant. | Clerk/Cllrs |
| 6 | A reader of the February 2024 edition of the In Touch advised that they found the edition difficult to read and would prefer the In Touch to revert back to Black and White. | Cllrs/Clerk |
| 7 | Email received from Corby Glen Parish Council regarding speeding on the A151 inviting comments from CADPC on the Colsterworth part of the A151. | Clerk/Cllrs |
| 8 | Woolsthorpe Play Area Report of dog fouling notice tie faster broken, panel and missing and lose bolts on the fencing. One panel has been bent from inside and twisted over so it is now sticking out into the park side. Reported to Lincolnshire Police crime reference number 24000123885. | Clerk to investigate and arrange repairs. |
| 9 | Woolsthorpe Road sign at Bridge End has collapsed and reported to SKDC. The Clark also reported the sign was in a poor state of repair to SKDC in 2023. | Clerk/SKDC |
| 10 | Positive feedback received regarding the Defibrillator Training held by Leisure SK on Tuesday evening 27 th February 2024 at the Social Club. | Clerk |
| 11 | Parishioner concerned that the steps from Woolsthorpe Playing field down to the sheep field have no handrail. Reported to LCC ROW for their advice. | Clerk/ROW |
| 2023.172 | Planning Applications – SKDC | Comments |
| | Consultation on the Draft Local Plan is due to start on Thursday 29th February 2024. South Kesteven District Council will be consulting on the Regulation 18 Draft Local Plan from Thursday 29th February to 11:59pm Thursday 25th April 2024. The Draft Local Plan and supporting documents will be available to view on the Council's website – www.southkesteven.gov.uk/localplanreview | |
| S23/2309 | Demolition of existing outbuilding and construction of new annex Home Farm House , 57 High Street, Colsterworth, Lincolnshire, NG33 5HZ. App Type: Listed Building Consent | None |
| S23/2316 | Retrospective application for the demolition of a storage warehouse and ancillary office buildings, and use of the site for open storage (Use Class B8). Abacus Coaches Great North Road South Witham NG33 5LN. | None |
| | Planning Permission Refusal – SKDC - None | None |
| | SKDC Planning Permission | |
| S23/1913 | Retrospective erection of gym/home office, Location: Chapel House 51 High Street, Colsterworth Lincolnshire NG33 5HZ | None |
| S23/2359 | Section 211 notice in relation to G1 - crown raise row of sycamore that overhang bonfire area to around 6m AGL. Axholme Barns 51A Newton Way, Woolsthorpe By Colsterworth Lincolnshire NG33 5NP | 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 |
| S23/1535 | Proposed two storey extension, single storey extension to rear and front porch to existing dwelling. .5 Stamford Road Colsterworth Lincolnshire NG33 5JD | None |
| | SKDC Withdrawal of Permitted Planning Application | |
| S23/1571 | Construction of 2 dwellings and demolition of agricultural buildings. Twyford Farm Honey Pot Lane, Colsterworth Lincolnshire NG33 5LT | None |
| 2023.173 | Finance and Administration (F & A) Committee Report (Cllrs C Hainsworth, E O'Neill, L McShane & C Russell) Report 19/10/2023 Circulated. | |

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| | <p>1. Agree the date of the next F & A Committee meeting. <u>It was proposed, seconded and Resolved</u></p> <p>Forward agenda to the next meeting in April.</p> <p>2. Resolve to renew the Lincolnshire Association of Local Councils Membership subscription of £474.40 excl vat. <u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed.</p> <p>3. Resolve to renew the Lincolnshire Association of Local Councils (LALC) annual training scheme membership at £180 incl vat. <u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed.</p> <p>Resolve to adopt the following policies for their annual review.</p> <p>4. CAD Financial Regulations. Procurement thresholds updated. 5. Marking the death of a Senior National Figure Protocol. No changes. <u>It was proposed, seconded and Resolved</u></p> <p>Unanimously agreed.</p> <p>6. Net Position by Cost Centre and Code – 23/02/2024</p> <p>Received by Cllrs with no comment.</p> |
| 2023.174 | <p>Planning Committee Report - No Committee Report.</p> <p>1. Neighbourhood Plan Review update. (Cllr C Russell)</p> <p>In the absence of Cllr C Russell Cllr C Hainsworth confirmed work was in progress together with the Local Plan Review.</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 application received to date.</p> |
| Group Reports | |
| 2023.175 | <p>1 Highways & Footpaths Working Group Report (The Clerk) Ad-hoc report.</p> <p>Circulated</p> <p>The Clerk confirmed that the Vehicle Activated signs (Minute ref February 2023.154) had been delivered and the PC was awaiting installation of the supporting posts by LCC Highways.</p> |
| 2023.176 | <p>2 Environment & Amenities Working Group Report.</p> <p><u>War Memorial Restoration Project</u></p> <p>War Memorial Project update (S Grant – Clerk) Circulated.</p> |

Resolve to review and accept the revised FCC Environment Grant offer below for Restoration of Colsterworth War Memorial. See minute ref 2023.155.1 February 2024: -

1. FCC Environment Grant offer of up to £29,026.48 which does not include the contingency sum of £4,353.97 included in the preferred quotation of £33,380.45.

A short discussion took place and Vice Chairperson E O'Neil invited Caroline Hainsworth, a representative of Colsterworth Festival of Remembrance, to speak giving an update on CFoR fund raising activities to date. See **APPENDIX B**

It was proposed, seconded and Resolved

Proposed by Cllr E O'Neill and seconded by Cllr L McShane.
Cllr C Hainsworth did not vote having earlier declared an interest at agenda item 2023.161, all other Cllrs unanimously agreed.

2. Resolve to allocate the unspent 2023/2024 War Memorial Maintenance budget of £1,000.00 to the War Memorial Restoration Project.

It was proposed, seconded and Resolved

Proposed by Cllr E O'Neil and seconded by Cllr J Clark.
Cllr C Hainsworth did not vote all other Cllrs unanimously agreed.

Allotments

3. To receive a report on the allotment inspections and agree any actions in line with the Tenancy Agreement.

The Clerk thanked Cllr J Clark for being present at the allotment inspection on Saturday morning 3rd March 2024.

It was proposed, seconded and Resolved

It was noted that in general the allotments were fair to good considering the recent wet and stormy weather. Those not so good will be contacted. The Clerk will offer any vacant allotments to those on the waiting list.

Cllr E O'Neill suggested planting trees in the vacant allotment on Woolsthorpe Road which becomes waterlogged.

4. Resolve what action to take regarding the hedge along the access track at Stamford Road allotments which has been overtaken by ivy.

It was proposed, seconded and Resolved

Agreed to monitor the hedge and establish boundary responsibilities in line with the lease agreement between the PC and Lincoln Diocese.

Nature Trail

5. Resolve to allocate £43.50 from the Nature Trail budget to cover the final element of the Nature Trail Tree assessment.

It was proposed, seconded and Resolved

Unanimously agreed.

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| 2023.177 | ACCOUNTS FOR PAYMENT FEBRUARY 2024 Unanimously approved see Appendix A |
| 2023.178 | Matters requiring attention such as potholes and faulty streetlights. Cllr M Childs advised that they would be reporting a damaged streetlight on School Lane to SKDC Street Lighting Department. Cllr J Clark reported damage to the grass verge in North Witham by a DPD delivery vehicle regularly parking on a grass verge. The Clerk to write a letter to DPD head office including photos of the damaged verge. . |
| 2023.179 | The date of the next Parish Council meeting is Tuesday 9 TH April 2024. There being no other business, Chairperson C Hainsworth closed the meeting at 9.15pm. 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 | 6 | 2 | |
| 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 | | | |
| T Neale | Colsterworth | 4 | 1 | |
| C Russell | Colsterworth | 7 | 1 | |
| K Vickers * Co-opted 06/06/2023 | Colsterworth | 6 | 1 | |
| M Childs * Co-opted 04/07/2023 | Colsterworth | 7 | | |
| C Rowland * Co-opted 05/09/2023 | Colsterworth | 5 | 1 | |
| R Chatterton * Co-opted October 2023 | Gunby & Stainby | 3 | | |
| Vacancy | Gunby & Stainby | | | |

APPENDIX A:**ACCOUNTS FOR PAYMENT FEBRUARY 2024**

| ONLINE PAYMENTS | | | |
|------------------------|-------------------|----------------------------------|---------------|
| Date of pmnt | Payee Name | Details | Amount |
| 06/03/2024 | Stuart Whitcombe | InTouch Editing November edition | £85.00 |
| 06/03/2024 | Staff 2 & 3 | Community Cleaning | £607.94 |

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| 07/03/2024 | Life In Pictures | In Touch Printing | £417.60 |
| 07/03/2024 | Colsterworth Methodist Church | Room Hire 7 x Hrs | £70.00 |
| 08/03/2024 | East Midlands Tree Surveys Ltd | Condition Survey - re-inspection | £120.00 |
| 09/03/2024 | Lincolnshire Association of Local Councils (LALC) | LALC Annual Membership | £474.40 |
| 09/03/2024 | Lincolnshire Association of Local Councils (LALC) | Annual Training Scheme | £180.00 |
| | | | |
| | | Sub Total | £1,954.94 |
| CHEQUES | | | |
| Chq 103936 | Staff 1 salary | Salary & Exp | £1,191.19 |
| Chq 103937 | Wicksteed Leisure Ltd | Colster Way Play Area repairs. Minute Ref November 2023.107 | £5,653.94 |
| Chq 103938 | ElanCity-UK | 3 x Vehicle Activated Signs. Minute Ref February 2023.154. | £7,740.00 |
| | | | |
| | | Sub Total | £14,585.13 |
| | | | |
| | | Grand Total | £16,540.07 |
| DD's | | | |
| 26/02/2024 | HSBC | Bank charges | £5.00 |
| 15/02/2024 | Focus | Office phone | £40.10 |
| | | | |
| | | | £45.10 |
| TRANSFERS FROM SAVINGS ACCOUNT TO CURRENT ACCOUNT REF AGENDA ITEMS 2023.154 (Ear Marked reserves) | | | |
| 06/02/2024 | CAD Savings Account (H&F Ear Marked Reserves) | Vehicle Activated Signs x 3 Minute ref February 2023.154. | £5,677.16 |
| 06/02/2024 | CAD Savings Account | To cover shortfall from ear marked reserves. Minute Ref February 2023.154. | £2,062.84 |
| | | | |
| | | | £7,740.00 |
| Balances | | | |

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| Reconciled | | |
| | Income from 01/04/2023 | £62,043.36 |
| | Expenditure from 01/04/2023 | £50,944.12 |
| | Surplus/Deficit= | £11,099.24 |
| | Less Unpresented payments excl DD's | £16,540.07 |
| | Plus unpresented transfers | £7,740.00 |
| | Surplus/Deficit= | £2,299.17 |
| | Balances | |
| 29/02/2024 | Deposit Account | £58,266.36 |
| 29/02/2024 | Community Account | £16,087.70 |
| | Total | £74,354.06 |
| | | |
| | Less unpresented Payments & chq's + unpresented receipts | £57,813.99 |

APPENDIX B:

1. Albert White/A1 Truckstop is happy to have his name linked to the War Memorial Restoration and has generously donated to CFoR's fundraising efforts to contribute to the Architect's costs required of £2,287.00.
2. In addition to the £3,000 contribution by CFoR on behalf of the community fundraising in 2023, the Co-Op Local fund payment received 05 March 2024, has allowed CFoR to give additional funding to the Parish Council of: -

£120.35 (balance of the TPC – no TPC expenditure cost to PC)

£287.00 (towards the professional fees leaving net cost to PC of £1,000)

£407.35

3. Also for PC to note as part of the partnership with CFoR for the Project: -
 - Just Giving Page set up at the request of residents in 2023 to support fundraising is now closed with no contributions.
 - The offer of a grant from the National Lottery Fund to the CFoR and PC Partnership of £26,200 will be formally declined on 6th March 2024.
 - SKDC Prosperity Fund still open in the name of CFoR (up to £2,300)

Revised contributions**FUNDS RAISED BY CFoR & EARMARKED BY CADPC**

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| CFoR Fundraising | £ 3,000.00 |
| CFoR Fundraising for professional fees (Albert White/A1 Truckstop) | £ 1,000.00 |

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| CFoR Fundraising for Professional fees (Co-op Local Fund) | £ 287.00 | |
| CFoR Fundraising for TPC (Co-op Local Fund) | £ 120.35 | |
| CFoR Total | | £ 4,407.35 |
| CADPC Earmarked Funds | £ 3,500.00 | |
| FCC Environment Grant | £29,026.48 | |
| CADPC Total | | £ 32,526.48 |
| TOTAL FUNDING AVAILABLE | £ 36,933.83 | |
| MAXIMUM PROJECT COSTS (including Architect's fees) | £38,787.80 | |
| Deficit | | £1,853.97 |
| MINIMUM PROJECT COSTS (including Architect's fees) | £34,433.83 | |
| | | £ 2,500.00 |
| | Surplus | |

| Potential cost to PC if full contingency required. | Potential cost to PC if contingency not required. | Confirmed contribution by CFoR. |
|---|---|--|
| £3,500.00 + <u>£1,853.97</u> <u>£5,353.97</u> | £3,500.00 – <u>£2,500.00</u> <u>£1,000.00</u> | £4,407.35 Potential further funding £1,000.00 |