

SOUTH KELSEY & MOORTOWN PARISH COUNCIL
 Email: Clerk@southkelseyandmoortownparishcouncil.gov.uk

**Draft Minutes of the Parish Council Meeting
 held in the Village Hall on 8 January 2024 at 7pm**

Present: Cllr Tina Wiles (Chair), Cllr Nicola Hall, Cllr Carol Niven and Cllr Garry Dickinson

Absent: N/A

In attendance: County Cllr Tom Smith, District Cllr Peter Morris, Gina Andrews (Clerk) and one member of the public.

Public forum for parishioners to ask questions: No issues raised by the public in attendance

Update from County Councillor:

WLDC: Cllr Morris confirmed that the public consultation for the Greater Lincolnshire devolution consultation closes on 29 January 2024.

Cllr Morris reported that charges related to planning applications have increased. With an increase of 35% for major developments and 25% for normal developments and that there will now be charges for re-applications.

LCC: Cllr Smith confirmed that there will be a devolution meeting in Market Rasen on 24 January 2024, for the public to ask questions and raise concerns. Cllr Smith reported that LCC supports devolution as existing funds will become available and be devolved down to the County. The new Mayor will have restricted powers with any new decisions requiring authorisation from WLDC and LCC.

Cllr Smith reported that he is not aware of any major issues due to the recent heavy rain/flooding in the area and confirmed that if anyone's property has been affected to contact him.

Formal Parish Council Meeting commenced; Standing Orders invoked:

24/1 To receive apologies and reasons for absence:

None noted.

24/2 To receive declarations of interest under the Localism Act 2011 - being any pecuniary or non-pecuniary interest in agenda items, not previously recorded on Members' Register of Interests:

None noted.

24/3 To approve draft minutes of the Parish Council held on 4 December 2023:

It was proposed, seconded and RESOLVED that the minutes of the Parish Council Meeting held on 4 December 2023 be accepted as a true record and duly signed by the Chair.

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24/4 Clerk's Report on Matters Outstanding and Correspondence:

The Clerk presented her report and summary of correspondence received to the meeting.

It was noted that:

- The RoSPA play area inspection is due to take place on 10 January 2024.
- The internal audit will commence on 12 January 2024.
- The Parish Council can look to co-opt new members.
- The new [.gov.uk](mailto:info@skmpc.gov.uk) email addresses are now in full use and transition from the old email is in progress.
- Ink toner charges for the Parish Council printer are increasing to £5.49 per month.

It was proposed, seconded and RESOLVED that:

- Reference the reported damaged 30mph road sign on Thornton Road, the Clerk contact Cllr Morris to assist with a new sign.
- Reference correspondence in connection with the Beasthorpe Pig Farm, the Clerk make contact with the Owersby Parish Clerk for updates on the planning application.

24/5 Policies for Review

None at present.

24/6 Finance Summary and Accounts for Payment:

- a. After review, it was proposed, seconded and RESOLVED that the Accounting Statements for the period 01/04/23 - 31/12/23 be approved as true record of the financial activity of the Parish Council
- b. After review, it was proposed, seconded and RESOLVED to authorise the updated List of Contractual Payments 2023/24
- c. After review of the Schedule of Payments it was proposed, seconded and RESOLVED that the following payments be approved for settlement:
 - South Kelsey Village Hall December 2023 - £20
 - Clerk's December 2023 expenses/payment dues (mileage £4.50 and training £25.68) - £30.18 (to be included with January wage)

AND that the following contractual obligations be noted (such payments authorised for settlement as set out in the 'List of Contractual Payments 2023/24' in accordance with the Financial Regulations item 5.6):

- Unity Trust Bank charges 21/09/23-04/12/23 - £14.67
 - Clerk's basic wage and authorised back pay, training and expenses for PP9, December 2023, totalling £532.08
- d. After review of the Precept upon the Charging Authority Form, it was proposed, seconded and RESOLVED that the final claim of £13,939.60 be approved and signed by the Presiding Chairman, two members of the Council and countersigned by the Clerk of the Council, for submission to WLDC.

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24/7 Planning:

FOR DISCUSSION: The meeting noted there were no planning applications for review.

FOR NOTING:

147476 - received 25 October 2023. Extension for comments granted 6 December 2023. Outline planning application for the erection of 5no. dwellings and associated infrastructure, with access and layout to be considered and not reserved for subsequent applications. Land to the rear of Westfield, Thornton Road, South Kelsey, Market Rasen, LN7 6PS. Comments submitted 6 December 2023

24/8 Dog Fouling - bag dispenser:

It was proposed, seconded and RESOLVED that this item be moved and discussed with item 24/10a.

24/9 Community Event March 2024:

The meeting noted the Village Hall is booked for an event on Saturday 16 March 2024. After discussion it was proposed, seconded and RESOLVED that the event update residents on current and future Parish Council projects, with the main focus being the rejuvenation of the park and play area and that community groups be invited, such as (but not limited to) the Church, the Village Hall, litter pickers and the Police.

It was further proposed, seconded and RESOLVED that a flyer be produced, paid for using the funds in the budget under 'Publishing' and delivered to all residents, with the Clerk providing the first draft to the working party for review and amends and that the flyer being print ready by the end of February 2024.

24/10 South Kelsey Park & Play Area:

a. Park/play area update

Building on the work of the Park Group, Cllr Hall reported that a grant application can be put forward by the Parish Council for funding towards the renewal of the play area in South Kelsey Park. This is through the Community Ownership Fund which is part of the Government's Levelling-up Project. The Parish Council were formally invited to submit a fully worked application after the submission of our Expression of Interest was successful. The bid requires submission of a comprehensive Business Plan and supporting documents. In addition, an online application is being completed which includes details of the organisation, project plan, costings, financial information, local demographics and benefit to the community.

After discussion, it was proposed, seconded and RESOLVED to apply for the bid and that members further develop their findings on all the information required in support of the application.

It was further proposed, seconded and RESOLVED that the Parish Council include in the bid for funding for the play area other proposed expenditure linked with the creating a safe and pleasant park environment; this includes provision of a dog bag dispenser, replacement park gate and traffic calming measures on the road outside the park. The park project has been split into three phases, initially focusing on the play area for under-12s. Phase 2 is the creation of a teenage area, and phase 3,

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adult outdoor gym equipment. Council members will continue to gather information to assist Cllr Hall in completing a business plan and the submission. It was noted that the deadline for submission is 28 January 2024. Councillors highlighted the importance of community engagement and expect to use the Parish Council Facebook page to keep residents updated with developments as and when they become available.

b. Park gate - plan of action

It was noted that the gate replacement was resolved under item 24/10a

c. Molehills - plan of action

Members discussed the inspection of molehills in the park and it was proposed, seconded and RESOLVED these checks be carried out weekly by Cllr Dickinson (per the Checklist for Children's Outdoor Play Areas & Equipment) with monthly reports provided to the Clerk for retention.

After further discussion, it was proposed, seconded and RESOLVED that issues with molehills be dealt with in-house with the Parish Council addressing any occurrences on a case by case basis when they arise.

d. South Kelsey Park - Committee/Sub Committee

After discussion, it was proposed, seconded and RESOLVED to set up a Park Working Group to assist in moving things forward for the park; to make recommendations to the Parish Council for planning, executing and maintaining the park and how revenue is to be raised.

e. South Kelsey Park Accounts for the period 01/04/22-31/03/23

After review, it was proposed, seconded and RESOLVED to approve the South Kelsey Park Accounts for the period 01/04/22-31/03/23

f. South Kelsey Park Annual Return for the period 01/04/22-31/03/23

It was proposed, seconded and RESOLVED to submit the South Kelsey Park Annual Return for the period 01/04/22-31/03/23 to Charity Commission, with the figures as set out in the Accounts resolved at item 24/10e.

g. South Kelsey Park Charity - next steps

It was noted that the Parish Council are still trying to resolve access to the South Kelsey Park bank account, with the assistance of the administrator and signatories of the bank account. It was proposed, seconded and RESOLVED that if the issue is not resolved by the 2023/24 Financial Year End, guidance would be sought on how to best proceed.

24/11

Personnel Committee:

After discussion, it was proposed, seconded and RESOLVED that Cllr Garry Dickinson be appointed a member the Personnel Committee and the Terms of Reference be updated.

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24/12 Community Speed Watch:

a. Speed Radar Sign & poles update

Cllr Niven reported that markings for the poles has been completed and that the Parish Council are awaiting the date for installation from Highways, after which the Speed Radar Signs will be ordered.

b. Tree quotes review

It was proposed, seconded and RESOLVED that the meeting move to a closed session to review the tree quotes provided to the Parish Council by contractors.

c. Tree quotes outcome

It was noted that members proposed, seconded and RESOLVED to appoint AJ Williams to trim the trees obstructing the view of radar sign.

24/13 Items for the Agenda of meeting on 4 March 2024:

- Finance Summary / Accounts / Year End Preparations
- Planning applications
- Asset register review
- Policies for review
- Community Speed Watch update
- South Kelsey Park Update & Working Party Group recommendations
- Public Event 16 March 2024 - preparations update

Parish Council meeting closed at 21.15

Date and Time of Next Meeting

to be held at the Village Hall, South Kelsey
on Monday, 4 March 2024 at 7pm

Meeting Minutes Approval

These minutes have been accepted as a true and accurate record of the meeting.

Signed: _____ Dated: _____ Minute Ref: _____

Chair of Parish Council