

SOUTH KELSEY & MOORTOWN PARISH COUNCIL

Email: Clerk@southkelseyandmoortown-pc.gov.uk

**Draft Minutes of the Parish Council Meeting
held at 7pm on Monday 10 February 2025 at South Kelsey Village Hall**

Present: Cllr Nicola Hall (Chair), Cllr Garry Dickinson (Vice Chair), Cllr Julie Todd, Cllr Peter Smith, Cllr Sandra Evans

Absent: County Cllr Tom Smith, Cllr Amanda Suddaby

In attendance: District Cllr Peter Morris, Christine Major (Clerk)

Update from District Councillor: WLDC Cllr Peter Morris: advised the new planning regulations, the National Planning Policy Framework are now active, and he has emailed the link to the Clerk to circulate to all Councillors.

Formal Parish Council Meeting commenced; Standing Orders invoked:

25/006 **To receive apologies and reasons for absence:** County Cllr Tom Smith, Cllr Amanda Suddaby sent apologies which were accepted.

25/006 **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.

25/007 **To approve the minutes of the Meeting of the Parish Council held on 12 December 2024 and the Extraordinary Meeting 6 January 2025:** it was RESOLVED that the minutes detailed be accepted as a true record and duly signed by the Chair.

25/008 **Finance Summary and Accounts for Payment:**

- a. **Accounting Statements & Unity Trust Bank Statement:** After review, it was RESOLVED that the Accounting Statements for 31.1.25 be approved as true record, and that the Unity Trust Bank list of transactions dated 31.12.24 and 31.1.25 reconcile against the accounting statements.
- b. **Schedule of Payments:** After review, it was RESOLVED to approve payments according to the Schedule of Payments and supporting invoices.
- c. **Incoming Payments:** no incoming payments reported between 1.12.24 and 31.1.25.

25/009 **Clerk's report on matters outstanding and correspondence:** no further action required.

25/010 **Debrief following play area project:** after discussion it was agreed that the strengths of the play area project were the details and accuracy of the tender document, the realistic timescale, the anonymous evaluation process and how the PC members were all involved.

It was RESOLVED to look at the following areas for improvements: familiarisation with the tender document by everyone involved, ensuring it is used as the main point of reference at each stage, the allocation of responsibilities to individuals, for example when communicating with the successful contractor.

25/011 **Three-year plan interim:** Cllrs Atkin, Smith and Hall met in January to review the three-year plan. After discussion it was RESOLVED to produce a parish survey to gauge opinions about what is important to parishioners. This will be distributed where possible and will also be available electronically.

25/012 **Budget:** It was resolved to accept the budget following submission of the precept to WLDC

25/013 **Emergency Planning:** Cllrs Hall and Smith presented research into requirements of the PC and formats. It was RESOLVED to collect further local information and raise at the next PC meeting.

25/014 **VE Day 80th Anniversary 8 May.** After discussion, it became apparent that VE Day has not been discussed in neighbouring parishes or by the District Council, and it was therefore RESOLVED to leave this item for the present.

25/015 **WhatsApp:** it was RESOLVED to discuss this item at the next meeting as part of Social Media.

25/016 **Park Opening group:** Cllrs Dickinson, Evans and Todd advised they have begun collecting information and researching locally available options for the park opening. They will be meeting soon, and it was RESOLVED to add this to the agenda next month. It was also RESOLVED, after discussion, to amend the date of the opening to early September in view of the anticipated next phases of work on the park project.

25/017 **South Kelsey Park Project:**

- a. **COF update:** Cllrs Hall and Dickinson and the Clerk attended the Preliminary meeting with the Grant Manager, a commercial advisor from MHCLG and an appointed advisor which, according to the advisor, went well. Although the PC previously received congratulations for the award of the fund from MHCLG and the advisor, the application still needs to be approved by senior managers from MHCLG, who will advise Cllr Hall of the outcome this week.
- b. **Tree report:** quotation has been received, and it was RESOLVED to proceed with the work in April.
- c. **Gate:** after discussion, it was RESOLVED to leave the gate until last, after path installed.
- d. **Parking:** after discussion, it was RESOLVED to place signs about parking on the grass verge outside the park.
- e. **Park Opening Group:** see above 25/016.

25/018 **Support of victims of domestic/sexual violence:** after discussion it was RESOLVED that the Clerk will contact various organisations for their input on how the PC might involved through providing information.

25/019 **Policy updates:** after discussion, the Anti Fraud policy, previously circulated was RESOLVED, and it was also RESOLVED to review policies as part of a rolling programme throughout the year for completion and approval/resolution at the Annual Meeting.

25/020 **Agenda items for the Parish Council Meeting to be held on Monday 10 March 2025:**

Emergency Plan

3-year plan

Social Media

SKVH Committee

South Kelsey Park Project:

COF update

Draft Design approval

Equipment specification approval

Tender approval

Park Opening Group

Parish Council meeting closed at 8.15 pm

Date and Time of Next Meeting

to be held at 7.00 pm on Monday 10 March 2025 at the Village Hall, South Kelsey

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