

SOUTH KELSEY & MOORTOWN PARISH COUNCIL

Email: Clerk@southkelseyandmoortown-pc.gov.uk

Draft Minutes of the Parish Council Meeting held in the Village Hall on 10 March 2025 at South Kelsey Village Hall

Present: Cllr N Hall (Chair), Cllr Garry Dickinson (Vice Chair), Cllr Amanda Suddaby, Cllr Peter Smith, Cllr Sandra Evans

Absent: Cllr J Todd

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

Update from County Councillors:

WLDC Cllr Peter Morris: Advised that 2.99% increase in the budget for 2025-26 had been passed. Plans for devolution were ongoing and elections to be held on 1 May. Food waste collection service for commercial businesses will commence 24 March.

LCC Cllr Tom Smith: Advised that 2.99% increase in LCC's budget has been passed. Cllr Smith advised he is attending a debate on devolution on Thursday and the elections in May. He outlined the strict rules around purdah to ensure any actions are not seen as electioneering. There had been complaints about Fix my street, where the website states it is complete when it isn't, which Cllr Smith was addressing and endeavouring to resolve to everyone's satisfaction. Cllr Hall expressed concern about the roadworks through Moortown as there was no lighting at the junction and Cllr P Smith raised the issue of the A1284 road South Kelsey to Brandy Wharf, where there were a number of bad potholes including a particularly large one in the middle of the road. Cllr Smith agreed to investigate both issues, but confirmed any repairs would not be completed this year.

Formal Parish Council Meeting commenced; Standing Orders invoked:

25/021 **To receive apologies and reasons for absence:** Cllr Todd sent apologies which were accepted.

25/022 **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.

25/023 **To approve draft minutes of the Annual Meeting of Parish Council held on Monday 10 February 2024:** It was RESOLVED that the minutes detailed be accepted as a true record and duly signed by the Chair.

25/024 **Finance Summary and Accounts for Payment:**

- a. Accounting Statements & Unity Trust Bank Statement: After review, it was RESOLVED that the Accounting Statements for be approved as true record, and that the Unity Trust Bank list of transactions dated 28 February 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.

| Invoice Date | Invoice Ref | Supplier/payee | Details | VAT | Total Payment |
|--------------|-----------------|---------------------------|---|--------|---------------|
| 19.2.25 | 264 | The Man That Can | Fit new signage to South Kelsey Park - parts and labour Paid - to ratify | | £ 180.00 [|
| 5.2.25 | GB-T12500422754 | Microsoft / Clerk | 365 20.1.25-19.2.25 Paid - to ratify | £ 2.06 | £ 12.36 [|
| 11.2.25 | IUKDN1102181304 | HP Instant Ink / Clerk | Instant Ink 11.1.25-10.2.25 Paid - to ratify | £ 0.92 | £ 5.49 [|
| 1.3.25 | Feb 10712 | South Kelsey Village Hall | February Hall hire | | £ 16.00 [|
| 16.12.24 | 15452 | LALC | LALC and NALC subscription 1.4.25 1 year | | £ 191.90 [|
| | | SK&MPC | LALC | | £ 162.00 [|
| 27.2.25 | February | C Major | Clerk's pay (22hrs+4hrs OT+20miles+WFH) | | £ 391.72 [|
| 27.3.25 | March | C Major | Clerk's pay (22 hrs+WFH) | | £ 327.84 [|

- c. Incoming Payments: There were no incoming payments during February.

25/025 **Clerk's report on matters outstanding and correspondence**: no further action required.

25/026 **Emergency Plan**: Cllr Hall had been incontact with neighbouring councils and Keelby PC had kindly shared their Emergency Plan, which offered a good format. However, there were many details needed to be able to complete, which would require reaching out to the community to establish what facilities could be included. After discussion it was RESOLVED to form a working party to progress the plan. Cllrs Smith, Dickinson and Hall volunteered, and the matter would be discussed further in May.

25/027 **Three-year plan**. Cllr Smith presented a draft copy of a survey to present to the community in order to create an effective Plan. After discussion, it was apparent that more input was required and it was RESOLVED to reform the working party as Cllrs Dickinson, Hall and Smith. The working party agreed to meet and report back at the May PC meeting.

25/028 **Social Media**: After discussion, it was RESOLVED to review how the PC uses social media to reach more parishoners.

25/029 **South Kelsey Village Hall Committe**: As there was now no PC representation on the South Kelsey Village Hall Committee, after discussion it was RESOLVED that Cllr Evans, who had kindly offered, would fill that role. Clerk to contact SKVH Committee to confirm.

25/030 **South Kelsey Park Project**:

- a. **COF update**: the Grant Contract was received and circulated by Cllr Hall. After discussion, it was RESOLVED to accept the agreement, and it was signed by Cllr Hall during the meeting.

- b. **Draft design approval:** after discussion, it was RESOLVED to accept and approve the draft design for South Kelsey Park.
- c. **Equipment specification:** after discussion, it was RESOLVED to accept and approve the equipment specification included in the Tender document.
- d. **Tender approval:** the draft tender, produced by Cllr Hall and the Clerk, was circulated, and it was RESOLVED to approve the tender. It was also RESOLVED for the Clerk to publish the tender on Find a Tender, as required by the Procurement Act 2023.

25/031 **Park Opening Group:** as the date of the opening was changed to early September to allow for the anticipated next phases of work on the park project, after discussion, it was RESOLVED add this item to the agenda in May.

25/032 **Culvert outside South Kelsey Park:** due to the possible high costs involved in obtaining quotes for work involved in repairing culverts, after discussion, it was RESOLVED that Cllr Dickinson would make initial investigations regarding the extent of the damage and report back.

25/033 **Litter Pickers:** Cllr Hall was contacted by a member of the public who felt we should do something to acknowledge the hard work of the volunteer litter pickers. After discussion, it was RESOLVED to formally and publicly thank litter pickers.

24/159 **Agenda items for the Parish Council Meeting to be held on Monday 14 April 2025:**

None noted.

Parish Council meeting closed at 8.13 pm.

Date and Time of Next Meeting

to be held at the Village Hall, South Kelsey
on Monday 14 April 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