

SOUTH KELSEY & MOORTOWN PARISH COUNCIL

Email: Clerk@southkelseyandmoortown-pc.gov.uk

Draft Minutes of the Annual Parish Council Meeting held in the Village Hall on Monday 12 May at South Kelsey Village Hall at 6.30 pm

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

Absent: District Councillor Peter Morris

In attendance: County Cllr James Bean, Christine Major (Clerk) and one member of the public

Update from County Councillors:

Cllr Hall, as Chair, represented the parish council by formally thanking Cllr Tom Smith, who attended virtually every parish council meeting, and offered much advice and information to the parish councillors. Notably, he played a major role in achieving the resurfacing of Station Road through Moortown.

A warm welcome was extended to County Councillor Bean, who was elected 1 May 2025.

County Cllr Bean advised, as he has only recently been elected, it is too early to give any actual information or reports, but he is working hard to get up to speed on local matters of concern and was looking forward to serving as County Councillor in our area.

Formal Parish Council Meeting commenced; Standing Orders invoked:

- 25/045 **Election of the Chair 2025/26 and signing of Declaration of Acceptance of Office**
Members RESOLVED to elect Cllr Nicola Hall as Chair for the year 2025/26 and the Declaration of Acceptance of Office was duly signed by Cllr Hall and the Clerk.
- 25/046 **Election of the Vice-Chair 2025/26 and signing of Declaration of Acceptance of Office**
Members RESOLVED to elect Cllr Garry Dickinson as Vice-Chair for the year 2025/26 and the Declaration of Acceptance of Office was duly signed by Cllr Dickinson and the Clerk.
- 25/047 **Apologies for absence and acceptance of any reasons given.** Apologies received from Cllr Peter Morris and accepted.
- 25/048 **Declarations of interest in accordance with the Localism Act 2011.** None noted.

25/049 **To approve draft minutes of the Annual Meeting of Parish Council held on Monday 14 April 2025:** It was RESOLVED that the minutes detailed be accepted as a true record and duly signed by the Chair.

25/050 **Finance Summary and Accounts for Payment:**

- a. **Accounting Statements & Unity Trust Bank Statement:** After review, it was RESOLVED that the Accounting Statements for 30 April 2025 be approved as true record, and that the Unity Trust Bank list of transactions dated 30 April 2025 reconciles 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.

**SOUTH KELSEY AND MOORTOWN PARISH COUNCIL
SCHEDULE OF PAYMENTS 12.5.25 REF. 25/050B**

Invoice Date	Invoice Ref	Supplier/payee	Details	VAT	Total Payment	Checked & Verified (initial)	
9.4.25	1907025433	WLDC	Defibrillator Maintenance 25/26 Skipworth Arms	£ 18.33	£ 110.00	<input type="text"/>	<input type="text"/>
9.4.25	1907025432	WLDC	Defibrillator Maintenance 25/26 SKVH	£18.33	£ 110.00	<input type="text"/>	<input type="text"/>
5.4.25	T12501228074	Microsoft / C Major	Office 365 20.3.25-19.4.25	£ 2.06	£ 12.36	<input type="text"/>	<input type="text"/>
30.4.25	10523	AJ Williams	Grass Cutting 9+23 April 2025	£ 26.26	£ 159.60	<input type="text"/>	<input type="text"/>
12.4.25	11UKDN1105892636	HP Instant Ink / C Major	Printer Ink 11.3.25-10.4.25	£ 0.92	£ 5.49	<input type="text"/>	<input type="text"/>
5.5.25		C Major	Pay for April 22hrs + WFH		£ 267.64	<input type="text"/>	<input type="text"/>
30.4.25	12-May	South Kelsey Village Hall	Kerr Room hire 24.4.25 3 hrs		£ 24.00	<input type="text"/>	<input type="text"/>

- c. **Contractual Payments List:** After review, it was RESOLVED to approve the payments included in the Contractual Payments List.
- d. **Incoming Payments:** After review, it was RESOLVED that incoming payments were correct.

25/051 **Clerk's report on matters outstanding and correspondence:** no further action required.

25/052 **Annual review of Parish Council Policies, Forms and Terms of Reference:** As per the Schedule of Policies, it was RESOLVED to accept all policies, excluding the new Financial Regulations, Procurement and Social Media and Electronic Communications Policies, which required amendments and will be formally adopted at the June meeting. A draft of the updated policies to be sent out to councillors prior to the meeting.

25/053 **South Kelsey Park Project:**

COF update: funds were received 1 May. Cllr Hall reported that the first report had been completed and that monthly reports with photos were required. It was RESOLVED that Cllr Evans would provide before photos.

Cllr Hall also reported that she is working on the required Exit Strategy which needs to be submitted to the Ministry of Housing, Community and Local Government in June. This will be presented at the June meeting before it is submitted

It was also noted that a specific plaque and publicity is required for the park to acknowledge the huge contribution of the fund to the project. It was RESOLVED that Cllr Dickinson would take responsibility for the plaque and the Clerk would take responsibility for publicity when required.

The contract was awarded to the successful tenderer on 1 May by email, order forms were completed and the deposit paid. After discussion, it was RESOLVED to order the pig and horse springers for the toddler area of the play park. The clerk would advise the contractor.

Fencing and pathways. Three quotations were received for pathways and the culvert. After discussion it was RESOLVED to award the contract. Clerk to contact company to arrange for mid-July.

- 25/054 **Three-year Plan:** Cllr Hall advised she had reached out to another council in respect of community engagement but hadn't yet received a response. After discussion, it was RESOLVED that Cllrs Dickinson, Hall and Smith will arrange to meet to discuss.
- 25/055 **Drainage on Station Road, Moortown:** after discussion it was RESOLVED to ask Cllr Bean to take the matter up with Highways and report back.
- 25/056 **Use of South Kelsey Park by local football club:** after discussion, it was RESOLVED to approve the use of the park by a local Under 9s football club, subject to the organisers receiving and acknowledging the Parish Council Safeguarding Policy.
- 25/057 **Use of South Kelsey Park by dog walkers:** to discuss how the park could be arranged so that it can be fully enjoyed by all parishioners including dog walkers, without disturbing others, after concerns had been expressed by a parishioner in respect of an issue involving a dog-walker in the park. Two Councillors had also experienced dogs jumping up at them. A discussion was held regarding the best way to handle this issue, recognising that South Kelsey Park must remain available to the whole community.

Concern was expressed that people exercising their dogs in the park may feel ostracised and unwelcome if rules are introduced. Also, rules would be difficult to enforce and would rely on park users taking personal responsibility. Cllr Evans agreed to try to gauge park users' perspective on this and feedback at the next meeting.

- 25/058 **Agenda items for the Parish Council Meeting to be held on Monday 9 June 2025**

Park opening group
Dog walkers
COF project
Update on park tree work, gate and sign
Council Policies
Three-year plan and questionnaire

The Lincolnshire Armed Forces Covenant Partnership

Parish Council meeting closed at 8.22 pm.

Date and Time of Next Meeting

to be held at the Village Hall, South Kelsey at 7pm on Monday 9th June 2025

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