

## SOUTH KELSEY & MOORTOWN PARISH COUNCIL

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### Draft Minutes of the Parish Council Meeting held on Monday 9 June 2025, at South Kelsey Village Hall

**Present:** Cllr N Hall (Chair), Cllr Amanda Suddaby, Cllr Julie Todd, Cllr Peter Smith, Cllr Sandra Evans

**Absent:** Cllr Garry Dickinson (Vice-Chair)

**In attendance:** County Cllr James Bean, District Cllr Peter Morris, Christine Major (Clerk)

#### **Update from County Councillors:**

**WLDC Cllr Peter Morris:** as there is no overall control in the district council now, this is affecting committees and decision making. Cllr Morris will keep the parish council informed when things are more certain. Cllr Morris was asked about alerts for planning applications which are of interest to the parish but outside the parish boundaries, and Cllr Morris agreed to follow this up.

**LCC Cllr James Bean:** advised that LCC voted to withdraw from the nuclear power plant last week. Several other issues are currently being progressed, and Cllr Bean will keep us advised. The issue of the bus shelter in Moortown was raised, which is sinking, regarding whose responsibility it is. Cllr Bean advised he would investigate and report back. Regarding available bus services, Cllr Bean suggested contacting the Mayor, as she is working on improving services as a priority.

#### **Formal Parish Council Meeting commenced; Standing Orders invoked:**

25/059 **To receive apologies and reasons for absence:** Cllr Garry Dickinson sent apologies, which were accepted.

25/060 **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.

25/061 **To approve draft minutes of the Annual Meeting of Parish Council held on Monday 12 May 2025:** It was RESOLVED that the minutes detailed be accepted as a true record and duly signed by the Chair.

#### 25/062 **Finance Summary and Accounts for Payment:**

- a. **Accounting Statements & Unity Trust Bank Statement:** After review, it was RESOLVED that the Accounting Statements for 31 May 2025 be approved as true record, and that the Unity Trust Bank list of transactions dated 31 May 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.

SCHEDULE OF PAYMENTS 9.6.25							
Ref	Invoice Date	Invoice Ref	Supplier/payee	Details	VAT	Total Payment	Checked & Verified (initial)
1	7.5.25	9808	PlayQuest	25% Deposit SK Park Phase 2 and 3 Paid - to be ratified	£ 2,247.50	£ 13,485.01	<input type="checkbox"/>
2	31.3.25	10472	AJ Williams	Grass Cutting 11,26 March 2025 Paid 6.6.25 to be ratified	£ 26.60	£ 159.60	<input type="checkbox"/>
3	13.6.25	10580	AJ Williams	Grass Cutting 7,19 May Paid 6.6.25 to be ratified	£ 26.60	£ 159.60	<input type="checkbox"/>
4	31.5.25		C Major	Pay 27.5 hrs and WFH May Paid 6.6.25 to be ratified		£ 342.25	<input type="checkbox"/>
5	11.5.25	IUKDN1107659311	HP Instant Ink/C Major	Ink 11.4-10.5.25 Paid 6.6.25 to be ratified	£ 0.92	£ 5.49	<input type="checkbox"/>
6	31.5.25	10728	The Committee of South Kelsey Village Hall	Kerr Room 12.5.25 3 hours Paid 6.6.25 to be ratified		£ 24.00	<input type="checkbox"/>
7	31.5.25	Statement25	Unity Bank	Bank Charges DD 30.6.25		£ 6.00	<input type="checkbox"/>
			TOTAL		£2,301.62	£ 14,181.95	<input type="checkbox"/>

25/063 **Clerk's report on matters outstanding and correspondence:** included an email communication from a member of the public, expressing concerns over planning applications at a local farm. Cllr Morris offered to look into the matter, and it was RESOLVED to add the item to the next agenda.

#### 25/064 **Planning Application**

PLANNING REFERENCE: PL/0024/24

DEVELOPMENT: FOR THE PHASED EXTRACTION OF SAND AND GRAVEL WITH REVISED RESTORATION TO INCLUDE 2NO WATER BODIES WITH SURROUNDING ACID GRASSLAND, MARGINAL AREAS OF ROUGH LONG GRASS, WATER BODY EMBANKMENTS AND SURROUNDING NEW NATIVE WOODLANDS, NATIVE SEDGES, RUSHES AND REEDS, INCLUDING ANCILLARY ACTIVITIES, ASSOCIATED INFRASTRUCTURE AND NEW ACCESS FROM NORTH KELSEY ROAD

LOCATION: LAND SOUTH OF NORTH KELSEY ROAD, CAISTOR

GRID REFERENCE: 509984 401250

After reviewing the application and the parish council's previous comments, clarification of the details of the application, particularly the arrangements for transport and the amount of heavy traffic through Moortown, is required. It was RESOLVED that Cllr Suddaby will investigate the matter further and, if necessary, an addendum will be added to the parish council's previous comments.

#### 25/065 **South Kelsey Park Project**

- a. **COF update:** the Exit Strategy was circulate and it was RESOLVED that this will be submitted by Cllr Hall before the deadline. Work is due to commence on 30 June 2025, and Cllr Evans will take photos of the progress for the fund providers.

- b. **Update on park tree work, gate and sign:** two quotes have been received and another quote expected shortly. The clerk confirmed she had been in contact with the arborist and is waiting to hear when he has availability. Cllr Smith added that some trees in the park need attention, and it was RESOLVED for Cllr Hall to contact the arborist and ask him to liaise with Cllr Smith regarding potential additional work required.

25/066 **Park opening group:** Cllr Evans was happy to advise that two parishioners volunteered to help with the park opening, and all councillors expressed their appreciation. The Park Opening committee had not been able to meet, and it was RESOLVED to add this item to the July agenda. Cllr Hall confirmed funds are available in the budget for the event, in Events and Sec. 137.

25/067 **Use of South Kelsey Park by local football club.** The clerk had been in touch with the football club and given permission, subject to accepting the parish council Safeguarding Policy. It was RESOLVED to send the policy, once agreed.

25/068 **Use of South Kelsey Park by dog walkers.** Cllr Evans reported back after collecting information from parish dog walkers after concerns about fouling and dogs running freely in all areas of the park after the refurbishment, which will hopefully attract families and children. Cllr Evans reported all dog walkers had poo bags available, and the waste bins are usually emptied up to twice a week, reflecting their use. The feedback she received consistently reinforced the dog owners' respect for the park and appreciation of a safe, secure field. It is recognised that legislation regarding behaviour is generally ineffective; however, the majority of users are respectful and control their dogs, particularly when other park users are present. It was suggested that the park may be an ideal location for formal dog training classes and its availability for this will be shared on Facebook.

25/069 **Council Policies for review:** after discussion, it was RESOLVED to agree the following: Safeguarding Policy, Complaints and Appeals Policy and Procedure, Social Media and Electronic Communications Policy and the new Financial Regulations.

25/070 **Annual Governance and Accountability Return:**

#### **Internal Audit:**

**Annual Internal Audit Report 2024/25** - Members noted the Assessment of Compliance 2023/24, duly signed and dated by the internal auditor on 26 May 2025.

#### **External Audit:**

**Section 1 - Annual Governance Statement:** it was RESOLVED to approve all statements within the document. The Chair and Clerk duly signed its approval.

**Section 2 - Accounting Statements for 2024/25** - after review, RESOLVED to approve the Accounting Statements, which the Chair and RFO duly signed, as well as the **Bank Reconciliation** and **Explanation of Variances**, completed for submission to the External Auditors.

**Notice - Period for the exercise of Public Rights** - After review, it was RESOLVED to set the dates for the period for the exercise of public rights as follows: Wednesday 11 June – Tuesday 22 July 2025. It was RESOLVED that the clerk will add the unaudited Annual Governance and Accountability Return on the website on Tuesday 10 June 2025.

25/071 **Three-year plan and questionnaire.** The committee was unable to meet prior to this meeting. After discussion it was RESOLVED to add this item to the July agenda.

25/072 **Drainage on Station Road, Moortown**: County Cllr Bean reported back on the issue of flooding on the southern side of Station Road, Moortown, adjacent to a property towards the crossroads. This has previously been raised by a member of the public with former County Cllr Smith. It was reported that any minor flooding was linked to a drainage issue on land associated with a riparian watercourse, and the responsibility of the homeowner. As a gesture of goodwill, Highways had undertaken work to improve drainage in this particular area. No further public money will be spent on this matter. In respect of land on the opposite side of Station Road, Highways are aware that there is damage to drains beneath a section of road. This will be dealt with in the future, but no date can be given as it is low priority. The issue of increased insurance costs associated with flooding, which was also raised by the member of the public, is an entirely separate matter. Flood risk is evaluated by the Environment Agency and any increased risk is generally linked with climate change.

25/073 **Agenda items for the Parish Council Meeting to be held on Monday 14 July 2025:**

Park opening  
 Three-year plan and questionnaires  
 Council policies for review  
 Update on Beasthorpe Farm planning application  
 Mineral extraction application

**Parish Council meeting closed at 8.14 pm**

**Date and Time of Next Meeting**

to be held at the Village Hall, South Kelsey  
 on Monday 14 July 2025 at 7 pm

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**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