

SOUTH KELSEY & MOORTOWN PARISH COUNCIL

Email: Clerk@southkelseyandmoortown-pc.gov.uk

Final Minutes of the Parish Council Meeting

held in the Village Hall on Monday 8 September 2025 at South Kelsey Village Hall

Approved and signed as a correct record by the Chair at the meeting held on 13 October 2025

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

Absent: District Cllr Peter Morris

In attendance: County Cllr James Bean, Christine Major (Clerk)

Update from County Councillors:

LCC Cllr James Bean: Cllr Dickinson enquired whether Highways plans to do anything to improve the road to Brandy Wharf from Snitterby, but Cllr Bean advised there were no plans at present. After discussion, Cllr Bean offered to investigate the possibility of signs and precautionary speed limits for the area.

Cllr Bean advised the parish council that the Highways Volunteer Scheme is ongoing, if there are any requests. Cllr Hall suggested painting the bridge at Moortown and Cllr Dickinson suggested clearing the overgrown pathway into Moortown and will forward images. Cllr Smith also suggested the South Kelsey noticeboard, which requires some attention. It was RESOLVED to complete the application and forward it to Cllr Bean. Cllr Bean also drew the council's attention to the Repaint Scheme, which offers free paint, and Tattershall Reuse Scheme to sell unwanted items.

District Cllr Peter Morris: Cllr Suddaby reported she has been in contact with Cllr Morris about Watermill Park and their planning application for an additional 90 static caravans. The PC submitted comprehensive objections, but West Lindsey District Council stated the issues raised 'weren't finely balanced enough for them to consider' at Planning Committee. Cllr Bean pointed out that a Biodiversity Net Gain assessment should be completed prior to work commencing, and Cllr Bean will look at that part of the issue through the Environment Department.

Formal Parish Council Meeting commenced; Standing Orders invoked:

25/090 **To receive apologies and reasons for absence:** District Cllr Peter Morris sent apologies as he was required to attend a Full District Council Meeting. Apologies accepted.

25/091 **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.

25/092 **To approve draft minutes of the Meeting of the Parish Council held on Monday 14 July 2025:** It was RESOLVED that the minutes detailed be accepted as a true record and duly signed by the Chair.

25/093 **Finance Summary and Accounts for Payment:**

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

Ref	Invoice Date	Invoice Ref	Supplier/payee	Details	VAT	Total Payment	Verified (initial)	
1	7.7.25	16084	LALC	Internal Audit Paid 31.7.25 to Ratify	£ 35.00	£ 210.00	☐	☐
2	7.7.25	873320	Equip Global Supplies Ltd/G Dickinson	Padlock for the park	£ 1.97	£ 11.82	☐	☐
3	19.7.25	249592	Cloud Next	Annual Domain payment (-pc.gov.uk)	£ 10.00	£ 60.00	☐	☐
4	24.7.25	1490	George Coletti Tree Services	South Kelsey Park tree maintenance Paid 31.7.25 to Ratify	£ 256.00	£ 1,536.00	☐	☐
5	11.8.25		Christine Major	Clerk Pay July 2025 25 hrs + WFH Paid 31.8.25 to Ratify		£ 313.50	☐	☐
6	31.7.25	10687	AJ Williams	Grass Cutting 30.6.25 + 14.7.25 Paid 31.8.25 to Ratify	£ 26.60	£ 159.60	☐	☐
7	17.8.25	5430	Ironcraft/MTS Engineering and Utilities Ltd	Manufacture and fit SK Park main gate Paid 19.8.25 to ratify	£ 420.00	£ 2,520.00	☐	☐
8	8.8.25	9869	PlayQuest Adventure Play Ltd	Phase 1 of balance - play equipment at SK Park Paid 12.8.25 to ratify	£ 3,338.33	£ 20,030.00	☐	☐
9	12.7.25	1111302983	HP Instant Ink/C Major	Ink 11.6.25-10.7.25 Paid 31.8.25 to Ratify	£ 1.08	£ 6.49	☐	☐
10	12.8.25	1113111388	HP Instant Ink/C Major	Ink 11.7.25-10.8.25 Paid 31.8.25 to Ratify	£ 1.08	£ 6.49	☐	☐
11	11.9.25		Christine Major	Clerk Pay August 2025 27.5 hrs + WFH		£ 341.83	☐	☐
12	30.8.25	10742	AJ Williams	Grass Cutting 1,13,27 August 2025	£ 39.90	£ 239.40	☐	☐
13	12.7.25		Timpson/C Major	Keys for park Paid 31.8.25 to Ratify		£ 9.00	☐	☐
14	31.7.25		Unity Bank	Charges for July 2025 DD		£ 6.00	☐	☐
15	31.8.25		Unity Bank	Charges for August 2025 DD		£ 6.00	☐	☐
16	31.7.25	10738	South Kelsey Village Hall	Hall hire 14.7.25 2 hours		£ 16.00	☐	☐
17	31.8.25	10740	South Kelsey Village Hall	Hall hire 13.8.25 2 hours		£ 16.00	☐	☐
18	5.8.25	586	EJ Building and Groundworks Ltd	Park paths	£ 3,170.00	£ 19,020.00	☐	☐
19	24.7.25		HMRC	Quarterly pay deductions DD		£ 139.40	☐	☐
TOTAL						£ 44,647.53		

- c. Incoming Payments: After review, it was RESOLVED that incoming payments were correct.

25/094 **Clerk's report on matters outstanding and correspondence:** no further action required.

25/095 **South Kelsey Park Project:**

- a. **COF update:** Cllr Hall advised she has completed the latest report. A sign is required before exit plan can be completed, and Cllr Dickinson had obtained a price for an additional sign. After discussion it was RESOLVED to obtain a price for a new sign for the park to compare.
- b. **Construction progress:** parish councillors were advised that the contractor was returning to resolve the teen shelter issues w/c 15.9.25.
- c. **Tree work, gate and sign:** Cllr Evans announced that one of the new gate posts was loose, so the latch doesn't close, and the gate now falls open. Cllr Evans also stated the gate is not fit for purpose as she'd seen a 6-year-old child in the park alone and dogs could run out into the road. Cllrs Hall and Dickinson assured Cllr Evans that the regulations for public gate installations were followed exactly and pointed out that all councillors had been present at the meeting when the quotes received for the gate were discussed. It had not been reported to the clerk in the week since Cllr Evans stated the problem started, so it was not on the agenda for this meeting, and it was feared that the delay in reporting may have caused further damage to the gate. It was RESOLVED to contact the gate contractor to arrange repair.
- d. **Press Release:** Cllr Hall presented a press release to issue on the completion of the park refurbishment. After discussion it was RESOLVED to circulate the press release to all councillors by email for comments or amendments prior to release.
- e. **Park opening:** Cllr Smith presented a leaflet/questionnaire to circulate to all houses in the parish. After discussion, it was RESOLVED to first post the leaflet on the parish council Facebook page to gauge initial response from the parish.

25/096 **Council policies for review:** the current Financial Risk Policy was circulated prior to the meeting by the clerk, with suggested amendments. After discussion, it was suggested that the current policy doesn't meet the requirements, and it was RESOLVED to seek an alternative available policy to update the previous one. Clerk to action.

25/097 **Planning Applications:**

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

ADJACENT PARISH COUNCIL CONSULTATION

After discussion, it was RESOLVED to add no further comments.

Twelve Month Hill Solar Farm. Cllr Suddaby had attended the public consultation at Caistor and also communicated with Cllr Waite of North Kelsey Parish Council, who had called a meeting to discuss forming a working party. He was also trying to obtain further details from the developer. He confirmed that the meeting was poorly attended but some concerns had been raised regarding traffic, disposal of solar panels and battery safety. Cllr Suddaby had been told by the developer that there would be no batteries on site and that the construction traffic would occur over 9-12 months. The developer will not go ahead if there is insufficient connection to the grid and no application has been submitted to date – the consultation was to gauge public opinion.

25/098 **Defibrillator/CPR Training:** an offer to arrange Defibrillator/CPR training had been posted on Facebook, and 8 people expressed an interest. Cllr Hall has sourced a company to provide training during an evening to be arranged. RESOLVED for the clerk to arrange and publicise on Facebook.

25/099 **Internal Audit 2026/2027:** LALC had been in contact to offer a 2-year fixed price audit. After discussion it was RESOLVED to accept this offer. Clerk to confirm.

25/100 **Agenda items for the Parish Council Meeting to be held on Monday 13 October 2025:**

Park update
Code of Conduct
Defibrillator light
Councillor recruitment

Parish Council meeting closed at 8.30 pm.

Date and Time of Next Meeting Monday 13 October 2025 at 7 pm
to be held at the Village Hall, South Kelsey

Meeting Minutes Approval

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

Signed: ____Cllr N Hall____ Dated: __13 October 2025____ Minute Ref: __25/105
Chair of Parish Council