

SOUTH KELSEY & MOORTOWN PARISH COUNCIL

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**Draft Minutes of the Parish Council Meeting
held in the Village Hall on 7 August 2023 at 7pm**

Present: Cllr Nicola Hall, Cllr Craig Marriott, Cllr Alan Niven, Cllr Carol Niven and Cllr Harry Felstead-Solley

Absent: Cllr Tina Wiles, District Cllr Peter Morris and County Cllr Tom Smith

In attendance: Gina Andrews (Clerk) and five members of the public

Public forum for parishioners to ask questions:

Residents raised concerns regarding the following:

Park Group: Cllr Marriott confirmed that the Park Group is ongoing and that a meeting is to be arranged in due course.

Neighbourhood Plan: Cllr Marriott confirmed that the Neighbourhood Plan is ongoing and will be discussed during the meeting.

Dog Fouling: Dog fouling in the playing field continues to be of concern. Cllr Marriott confirmed that reports could be made to Environment Health where a statement can be given and that Environmental Health have the power to issue fines to perpetrators. Cllr Marriott confirmed that additional signs have been requested from WLDC. Questions were also asked whether this issue could be raised with the District Dog Warden and whether a Dog Warden with delegated power could be appointed for the Parish. It was also noted that the gate in the play area does not close properly raising concerns about dogs entering this space.

Flooding: Drains continue to flood on Waddingham Road outside the Church. Clerk to confirm to Cllr Smith issue requires chasing. The Clerk reported that the issue raised during previous meeting regarding a member of the public's property being damaged by flooding, is being chased with Highways by Cllr Smith. **ACTION GA**

Speeding: Residents noted speeding through the village continues. It was noted that Speed Watch is to be discussed during the meeting.

Formal Parish Council Meeting commenced; Standing Orders invoked:

102/23 Election of Chair:

After the resignation of Cllr Juliet Coleman-Scott members nominated, seconded and voted to elect Cllr Tina Wiles as the Chair and it was RESOLVED that Cllr Wiles sign the Declaration of Acceptance of Office at the meeting on 4 September 2023.

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As Cllr Wiles was not in attendance, members proposed, seconded and RESOLVED that Cllr Marriott preside over the meeting.

Due to Cllr Wiles being the Vice Chair members nominated, seconded and RESOLVED that Cllr Craig Marriott being appointed the new Vice Chair and the Declaration of Acceptance of Office of Vice Chair was signed by Cllr Marriott and witnessed by the Clerk. This is to be retained by the Clerk.

103/23 To receive apologies and reasons for absence:

It was proposed, seconded and RESOLVED to note apologies from Cllr Tina Wiles with valid reasons for absence accepted.

104/23 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

105/23 To approve draft minutes of the Parish Council held on 3 July 2023:

It was proposed, seconded and RESOLVED that the minutes of the Parish Council Meeting held on 3 July 2023 be accepted as a true record and duly signed by the Vice-Chair.

106/23 Clerk's Report on Matters Outstanding and Correspondence:

The Clerk presented her report and summary of correspondence received to the meeting.

It was noted that a damaged flower tub was removed by Cllr A Niven after the issue was raised by a member of the public.

The Clerk reported back that dialogue with Lloyds Bank to address the change in mandate and failed and proposed changing bank accounts. The Clerk confirmed they had been contact with:

- Barclays Bank, who confirmed there was a 7 week wait to be appointed a Business Manager to deal with new accounts; and
- Unity Trust Bank, who were recommended by numerous other Clerks with Councils switching to Unity for ease of online banking arrangements and updating mandates.

It was noted with both banks the ability to switch would require signatories from the current Lloyds mandate to complete paperwork, which is very difficult. However, new bank accounts could be opened with funds then transferred.

The Clerk reported that the Notice of Casual Vacancy was posted on 28 July 2023 with WLDC to confirm after 17 August if the Council could proceed to co-opt to fill this vacancy.

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Policies for Review

Draft policy documents were circulated to members the week prior to the meeting.

After discussion, it was proposed, seconded and RESOLVED that the:

- Financial Regulations be approved and adopted with the following updates:-
 - changes to the figure of £5,000 to £1,000 as follows “4.1. Expenditure on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget. This authority is to be determined by: the council for all items over £1,000”;
 - item 6.22 be removed as the Parish Council has no petty cash; and
 - all other square brackets be removed with existing wording to remain.
- Complaints Procedure be approved and adopted;
- Complaints Appeal Procedure be approved and adopted;
- Social Media Policy be approved and adopted; and
- Communications Policy be approved and adopted

108/23

Finance and Accounts for Payment:

It was proposed, seconded and RESOLVED that the following accounts payable be settled:

- South Kelsey Village Hall invoice for June and July - £20 each
- Anglian Water charge Apr-Jul 2023 - £17.32

The following contractual obligations were noted (such payments resolved to be settled during the meeting of 3 April 2023 in accordance with the Financial Regulations item 5.6):

- Clerks wages/expenses, June 2023 - £276.42/£38.45 TOTAL £314.87
- AJ Williams grass cutting July 2023 - £159.60

After discussion, it was proposed, seconded and RESOLVED that a finance catch up be arranged and to report back to the next available Council meeting with any recommendations for resolution. **ACTION GA**

109/23

Planning:

PL/0040/23 - County Matter Mineral Application. It was noted that comments regarding the transport assessment were sent on 10 July 2023.

145870 - Received 26 June 2023. Amends from application received February 2023 (no comments from PC). Planning application for change of use from pasture land to touring caravan site including a laundry unit, shower/toilet block, office/reception unit, electricity unit, raised embankments and the creation of an

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access. Land off Station Road Moortown Market Rasen LN7 6HZ. It was noted that comments have now closed and that the application has been approved with conditions.

146794 - Received 22 June 2023. Planning application for pool for 'open-air' swimming and paddle boarding and erect changing room building. Watermill Farm Station Road Moortown Market Rasen, Lincolnshire LN7 6HZ. It was noted that comments regarding safety were submitted on 17 July 2023 and that Watermill has requested an extension to complete requests from WLDC..

146992 - Received 19 July 2023. Listed building consent for proposed alterations and extension to swimming pool enclosure and changing block. Moortown House Brigg Road Moortown Market Rasen LN7 6JA. After discussion it proposed, seconded and RESOLVED that no objections be made.

147013 - Received 25 July 2023. Application for 65no. static caravans and 29no. lodges, including creation of lake and enlargement of pond 2 being removal of condition 7 of planning permission 142987 granted 2 September 2021 - allow for 12 month holiday occupation of all static caravans and lodges. Watermill Farm Leisure Park Station Road Moortown Market Rasen LN7 6JA. After discussion it proposed, seconded and RESOLVED that no objections be made.

147014 - Received 25 July 2023. Application to vary conditions 2 and 5 of planning permission 121138 granted 08 January 2009 - to allow for the addition of a further 9no. static caravans being removal of condition 7 of planning permission 126399 granted 25 February 2011 - to allow for 12 month holiday occupation of 9no. static caravans. Watermill Farm Leisure Park Station Road Moortown Market Rasen LN7 6JA. After discussion it proposed, seconded and RESOLVED that no objections be made.

147015 - Received 25 July 2023. Application to continue to operate existing caravan site with revised layout incorporating existing static caravan area, late arrivals area and caravan storage area together with revised touring caravan area and associated hardstandings, layout of play area and cafeteria, new camping area and retention of relocated reception building being removal of condition 3 of planning permission 121138 granted 8 January 2009 - to allow for 12 month holiday occupation of 24no. static caravans. Watermill Farm Leisure Park Station Road Moortown Market Rasen LN7 6JA. After discussion it proposed, seconded and RESOLVED that no objections be made.

147016 - Received 25 July 2023. Application to vary condition 12 of planning permission 137785 granted 17 July 2018 re: increase in number of static caravans being removal of condition 9 of planning permission 145541 granted 10 October 2022 - to allow 12 month holiday occupation of the 2no. extra static caravans. Watermill Farm Station Road Moortown Market Rasen, Lincolnshire LN7 6HZ. After discussion it proposed, seconded and RESOLVED that no objections be made.

110/23

Defibrillators:

After discussion it was proposed, seconded and RESOLVED that:-

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- the maintenance code be acquired; **ACTION CM**
- Cllr Hall check the defibrillator at the Skipworth Arms, Moortown on a monthly basis; and
- the Parish Council check the defibrillator at South Village Hall prior to each monthly council meeting taking place.

111/23 Banking - switching accounts:

After discussion it was proposed, seconded and RESOLVED that the Council open a current account with Unity Trust Bank and that the Clerk make the necessary arrangements to complete the application form, setting up all council members as signatories. **ACTION GA**

112/23 Litter Picking Kits - action plan:

After discussion it was proposed, seconded and RESOLVED that the Council make contact with the local litter picking volunteers to discuss the Parish Council getting involved. **ACTION CM**

113/23 Broadband - Openreach Project update:

Cllr Hall reported that Openreach had achieved it's target of getting 191 vouchers pledged for the the Ultra Fast Broadband Project and that Openreach are in the process of meeting with contractors. Cllr Hall clarified that Openreach are in the process of validating the vouchers and confirmed that if the vouchers are not validated and "time out" Openreach will call on the excess vouchers pledged.

114/23 Park Group - upcoming meeting update:

Deferred until next meeting.

115/23 Neighbourhood Plan - upcoming meeting update:

The Clerk confirmed that the Village Hall has been booked for 13 September at 6.30pm for the upcoming Neighbourhood Plan meeting. It was proposed, seconded and RESOLVED that Councillors knock on doors of the local community to talk to them about the Neighbourhood Plan and invite them to the meeting. It was further proposed, seconded and RESOLVED that the Clerk contact Cllr Morris regarding an example flyer that can be posted on the Notice Boards. **ACTION ALL MEMBERS/GA**

116/23 Introduction to the Council with Church Newsletter:

Cllr C Niven reported to the meeting costings for the Church Newsletter and after discussion it was proposed, seconded and RESOLVED that suggestions from council members be forwarded to Cllr Hall to collate and that Cllr A Niven would confirm timings and sizes for inclusion in the next edition.

117/23 Community Speed Watch / Community Funding Application:

Cllr A Niven reported to the meeting their findings regarding Speed Awareness Cameras. After discussion, including the recent Archer Report and subsequent

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email from the Lincolnshire Road Safety Partnership regarding the Unipart Dorman cameras, it was proposed, seconded and RESOLVED that the Community Action Fund grant application be completed and that Cllr A Niven would liaise with Cllr Wiles and Grant White (WLDC Communities Team) on the amount to apply for.

118/23 Planning Enforcement Customer Charter - discussion:

Cllr Hall reported to the meeting that WLDC Planning Enforcement Customer Charter expect the Council to act as a conduit between West Lindsey District Council and the public and that if there are any concerns, for example with planning applications, the Council has a duty to report. This was noted by the meeting and no further action was required.

119/23 Royal British Legions Industries - Discuss ordering statues:

After discussion it was proposed, seconded and RESOLVED that any costs of this nature are to be discussed at the Finance catch up.

120/23 Items for the next Agenda - 4 September 2023:

- Finance recommendations
- Flower bulbs

Parish Council moved to closed session at 21.10 to discuss exempt information

Date and Time of Next Meeting

to be held at the Village Hall, South Kelsey
on Monday, 4 September 2023 at 7pm