

# South Kyme Parish Council

Minutes for Annual Parish Council Meeting held on 18 May 2023 at 7.00 PM

Location: Coronation Hall, High Street, South Kyme

## MINUTES

Present: Cllrs Mervyn Head (Outgoing Chairman), Carly Clayton, Carole Chapman, Peter Goode, Tim Kerr, Donna Langley, Craig Midgley, James Nadin; Dermot Daly (Clerk); <sup>6</sup>3 members of the public.

Welcome from outgoing Chairman.

- The outgoing Chairman Mervyn Head made a short statement and opened the meeting at 19:02.

### STATUTORY ITEMS

23/24/001 The Clerk to receive Acceptance of Office forms from Councillors.

- Relevant forms were received and signed.

23/24/002 Election of Chairman and the Clerk to receive the Acceptance of Office form.

- It was RESOLVED that Cllr Carole Chapman be recognised as the Chairman of South Kyme Parish Council.

- It was further RESOLVED that the position be referred to as "Chair" ~~wherever possible.~~

### POLICY & PROCESS

23/24/003 To suspend Standing Orders, take Public Comments, and reinstate Standing Orders.

- Council Standing Orders were suspended at 19:05.

- There was a recommendation that Standing Orders be modified to remove the 3 minute limit on individual public comments.

- There was a suggestion that Correspondence be raised as a regular agenda item.

- It was reported that a new lockable noticeboard is to be sited on the Coronation Hall.

- It was suggested that there be a regular section on the agenda for Councillors to provide feedback and reports.

- It was suggested that Parish Council meeting dates be advertised on South Kyme Friends FaceBook site and on the two noticeboards.

- There was nothing to report from the District Councillor Mervyn Head.

- Apologies were received from the County Councillor Andrew Key.

- Council Standing Orders were reinstated at 19:22.

23/24/004 Welcome from incoming Chairman.

- The Chair thanked Councillors and the public for their confidence <sup>in</sup> her being able to carry out the role.

- Councillors stated they would provide the necessary support.

23/24/005 To receive and agree apologies for absence.

- There were no apologies for absence.

23/24/006 To receive disclosures of pecuniary and non-pecuniary interests (pursuant to section 31 of the Localism Act 2011) and applications for dispensation from Councillors on matters considered at this meeting.

- Cllr Jim Nadin highlighted his involvement with CSW.

23/24/007 To determine which items on the agenda, if any, require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) and resolve to exclude public and press for these items.

- None.

23/24/008 Election of Vice Chairman.

- It was RESOLVED that Cllr Tim Kerr be recognised as the Vice Chairman of South Kyme Parish Council.

23/24/009 To re-adopt the NKDC Code of Conduct.

- It was RESOLVED to re-adopt the NKDC Code of Conduct.

23/24/010 To review and approve the Complaints Procedure.

- It was RESOLVED to accept the Complaints Procedure as circulated.

19/6/23

- 23/24/011** To review and approve the Financial Regulations.  
- It was RESOLVED to accept the Financial Regulations as circulated.
- 23/24/012** To review and approve the Standing Orders.  
- It was RESOLVED to accept the Standing Orders as circulated.
- 23/24/013** To agree the Ordinary meeting dates for 2023-24.  
- It was RESOLVED to accept the circulated meeting dates and to add further dates for June and August.  
- It was further RESOLVED to move the meetings to the smaller Meeting Room.
- 23/24/014** To review the terms of reference and members for the Staffing Committee.  
- It was RESOLVED to accept the Staffing Committee Terms of Reference.  
- It was further RESOLVED that Cllrs Jim Nadin, Donna Langley, and Tim Kerr are the nominated members of this Committee.  
- It was further RESOLVED that Cllr Tim Kerr be nominated as the Chair of this Committee.
- 23/24/015** To review the terms of reference and members for the Kyme Eau Working Group.  
- It was RESOLVED to accept the Kyme Eau Working Group Terms of Reference.  
- It was further RESOLVED that Cllrs Carly Clayton, Peter Goode, and Craig Midgley are the nominated members of this Committee.  
- It was further RESOLVED that the Clerk inform Slea Navigation of these changes.
- 23/24/016** To review the terms of reference and members for the Biodiversity Working Group.  
- It was RESOLVED to accept the Biodiversity Working Group Terms of Reference.  
- It was recognised that the independent ~~Village~~ Biodiversity Group is good value for the village, managing assets, and has secured a grant from NKDC. *South Kyme Community*  
- It was recognised that there is still value in retaining the Biodiversity Working Group to work alongside the ~~Village~~ Biodiversity Group. *South Kyme Community*  
- It was further RESOLVED that Cllrs Carly Clayton and Carole Chapman are the nominated members of this Working Group.
- 23/24/017** To review and agree the Asset Register.  
- It was RESOLVED to accept the Asset List as circulated.  
- It was further RESOLVED that location for all valid assets are identified by Cllr Carole Chapman and provided in W3W format so the Clerk may update the list.
- 23/24/018** To review and agree the Insurance cover.  
- It was RESOLVED to renew the Insurance with Zurich for £230.07 on the basis of the quotation as circulated.
- 23/24/019** To declare and adopt the General Power of Competence as provided under the Localism Act (2011) and relevant to the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012  
- It was RESOLVED to declare the General Power of Competence.
- 23/24/020** To approve regular payments and standing orders for the financial year 2023-24.  
- It was RESOLVED to approve the regular payments as circulated.

#### MEETINGS

- 23/24/021** To receive the Minutes of the Ordinary Meeting of the Parish Council on 23rd March 2023 for approval.  
- It was RESOLVED to accept the Minutes as circulated.  
- Cllr Carole Chapman will draft a new Volunteer Policy and send around all Councillors for comment and then present to the next meeting.

#### FINANCE

- 23/24/022** Presentation of the Year-End Accounts for 2022-23.  
- It was RESOLVED to accept the Accounts as circulated and duly signed.  
- Cllr Tim Kerr is to source the commemorative Oak Tree for the Clerk to pay. It is sensible to source and plant toward the Autumn.
- 23/24/023** Presentation of the Bank Reconciliation for 2022-23.  
- It was RESOLVED to accept the Bank Reconciliation as circulated and duly signed.

- 23/24/024 Presentation of internal audit report for 2022-23.
  - The Clerk presented the Internal Audit report from LALC.
- 23/24/025 To review and agree the 2022-23 Certificate of Exemption for the Annual Governance and Accountability Return (AGAR).
  - It was RESOLVED to accept the Certificate of Exemption as circulated and duly signed.
- 23/24/026 To review and agree the 2022-23 Annual Governance Statement (AGAR Part 2 Section 1).
  - It was RESOLVED to accept the Annual Governance Statement as circulated and duly signed.
- 23/24/027 To review and agree the 2022-23 Accounting Statements (AGAR Part 2 Section 2).
  - It was RESOLVED to accept the Accounting Statements as circulated and duly signed.
- 23/24/028 Presentation of the 2022-23 accounting variances.
  - The Clerk presented the Accounting Variances for the External Auditor.
- 23/24/029 To present the Financial Accounts and approve the Bank Reconciliation for the current financial period.
  - It was RESOLVED to accept the Accounts as circulated and duly signed.
- 23/24/030 To approve the Accounts for Payment for the current financial period.
  - It was RESOLVED to accept the Accounts for Payment as circulated and duly signed.

**PLANNING**

- 23/24/031 DCO EN010123 - HECKINGTON FEN SOLAR PARK DEVELOPMENT CONSENT ORDER - NOTICE OF ACCEPTANCE OF AN APPLICATION FOR A DEVELOPMENT CONSENT ORDER BY THE PLANNING INSPECTORATE (ON BEHALF OF THE SECRETARY OF STATE) UNDER SECTION 56 OF THE PLANNING ACT 2008 (Response due 9th June 2023)
  - There was general Council support for solar power generation in the local area but some concern was voiced over the use of prime agricultural land.
  - The Council would like more information and to have engagement with the local Biodiversity group in respect of the biodiversity plan and the nature trail.
  - There was a question about whether parking was being considered for visitors to the nature area.
  - Concerns over the volume of heavy traffic for the build phase and the heavy vehicles should be restricted to the major roads.
  - The Council would like to invite the developer to speak/present to the Council and the village.
  - Are there any educational opportunities?

*question was asked whether*

- 23/24/032 DCO EN010151 - Beacon Fen Energy Park - Application by Beacon Fen Energy Park Limited for an Order granting Development Consent for the Beacon Fen Energy Park (Response due 18th May 2023)
  - It was RESOLVED to state that the Council do not support this development based on the incremental effect on the locality and the reduction in farmland. This is exacerbated by the plans for the local Reservoir.

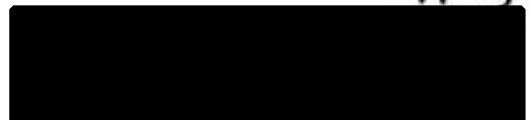
- 23/24/033 To discuss and agree response to other Planning matters.
  - The new Central Lincolnshire Local Plan has been accepted as sound.
  - There was some discussion regarding Caravan Park; the meeting was closed for input from the public (20:51) and then re-opened (20:52); even though the local planning authority is not consulting the parish council on the matter, under GPC the Parish Council is to respond about concerns on the ingress/egress to the site, the health and safety of foot traffic to/from village, visual impact to the village, concerns by the CSW (backed up by a LRSP report on road safety issues - arranged by Cllr Nadin).

*because it falls under permitted development*

**GENERAL**

- 23/24/034 To discuss and agree the formation of a Grants Representative position, the associated responsibility, and allocate a Councillor to the position.
  - It was RESOLVED not to elect a specific Grants Representative but that each initiative raise appropriate funding and grants.

*an individual would be identified on a case by case basis to apply for*



*19/6/23*

- 23/24/035 To discuss and agree actions relating to speed reduction proposals from the Community Speed Watch Group.
- Higher speeds are being seen in the village.
  - It was RESOLVED to write a letter to Assistant Chief Constable Chris Davison about lack of uniform presence, no police support, becoming frustrating, losing members - with a copy to County Councillor Andrew Key.
  - It was further RESOLVED to write a letter to County Highways (Mr Graham Butler) on a suggested proposal to reinstate the rumble strips, installation of white village entrance gates, coloured road markings, and further warning signs – including reference to the fact that there are more visitors with children using water for sport activities (high risk) and parking on grass verge; also there was a recent speed related accident where car demolished a wall.

- 23/24/036 To discuss and agree any recommendations from the Biodiversity working group.
- The South Hymers Community based Biodiversity Group has been setup.*
- A grant has been awarded by NKDC to the local Biodiversity Group.
  - Following a meeting in March the Council has RESOLVED to meet with VTG to *meet with the VTG to* identify compromises over *identify areas that could be used for rewilding and the promotion* differences. *of Biodiversity*
  - There is an Anglian Water grant being investigated for re-wilding and biodiversity in wetland (£2k-10k).
  - An action plan is being developed based on a template which will be brought back to the Council.

- 23/24/037 To discuss and agree content for the next half-yearly newsletter.
- It was RESOLVED to defer this item until the next meeting and to investigate options of format/layout.

#### INITIATIVES

- 23/24/038 To discuss and agree a memorandum of understanding for the Footpath Maintenance initiative, together with other related actions.
- It was RESOLVED to investigate options to change the scope of the works for the associated grant and to defer the item to the next meeting.
- 23/24/039 To discuss and agree status and related actions for the Canoe Portage initiative.
- It was RESOLVED for Cllr Craig Midgley to take the existing planning application and identify any alterations to make the platform more usable with different water levels that could be put to the local planning authority.

#### CLOSE

- 23/24/040 To note further agenda items and arrangements for the next meeting (19th June 2023).
- Standing Orders change
  - New Volunteer Policy
  - Canoe Portage next steps
  - Footpath alterations and associated grant scope
  - Newsletter options
  - Biodiversity report/actions
  - CSW report/actions
  - Correspondence
  - Councillor reports
  - Disposal of remaining Coronation memorabilia and photos
  - No parking on grass sign and other village signage to be decided, sourced and placed
  - Vehicles parked on Council land

Meeting Closed at 21:42.