

# South Kyme Parish Council

Minutes for Ordinary Parish Council Meeting held on 19 June 2023 at 7.15 PM

Location: Coronation Hall, High Street, South Kyme

## MINUTES

- i. Public Comment.
- There was discussion on funds and the respective management of those funds relating to an organisation outside the remit of the Parish Council.
  - There was discussion on water and waste outlets into the river.
  - Councillors were asked if they could speak up during meetings.
- ii. Report from District Councillor Mervyn Head. - Apologies had been received from the District Councillor and no written report was supplied.
- Present: Cllrs Carole Chapman (Chair) Carly Clayton, Peter Goode, Tim Kerr, Donna Langley, Craig Midgley, James Nadin; Dermot Daly (Clerk); 7 members of the public.

Welcome and opening of the formal meeting. The meeting was opened at 19:33.

- 23/24/041** To receive and agree apologies for absence. None.
- 23/24/042** To receive disclosures of interests and applications for dispensation from Councillors on matters considered at this meeting.
- Cllr Jim Nadin highlighted his involvement in the Community Speed Watch (CSW).
- 23/24/043** To determine which items on the agenda, if any, require the exclusion of public and press.
- None.

### **PLANNING**

- 23/24/044** o discuss and agree response to other Planning matters. - There were no planning matters to discuss.

### **INITIATIVES**

- 23/24/045** To discuss and agree alterations to the Footpath Maintenance initiative, together with other related actions.
- It was RESOLVED to take note of the public comments raised at the Parish Meeting on 3 June and to focus the footpath maintenance as follows "to upgrade the access to the footpath at New Bridge; improving accessibility from New Bridge to Coy bridge; and improving accessibility from Coy Bridge to Church Bridge - improving the path structure, prioritising the New Bridge to Coy Bridge in terms of safety, followed by its accessibility, then the Coy Bridge to the Church section."
- 23/24/046** To discuss and agree changes to the design of the Canoe Portage initiative to allow for differing water levels.
- It was reported that the Clerk has written to planning authority regarding how to approach any potential changes to the existing planning approval, is awaiting response, and will chase for progress.
- 23/24/047** To discuss and agree actions relating to speed reduction proposals from the Community Speed Watch Group.
- Cllr Jim Nadin identified options for speed reduction and some of the issues surrounding them.
- The meeting was closed at 19:47 for public comment.
  - The meeting was re-opened at 19:49.
  - It was RESOLVED to ask if Cllr Andrew Key might attend the next meeting to provide information on speed reduction initiatives.
  - It was reported by the Clerk that no response had yet been received from the Assistant Chief Constable's office.

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**23/24/048** To discuss and agree any recommendations from the Biodiversity Working Group.  
Cllr Carly Clayton reported on the Biodiversity Working Group's activities and that of the South Kyme Community Biodiversity Group. The community group had held a nature walk and that there will be another event (a Bug Picnic) in July.

- There are no current recommendations proposed.

**23/24/049** To provide an update on the Riverbank Acquisition.

- The Clerk reported that the latest estimate for completion of the task by Land Registry is 10th October 2023.

- It was RESOLVED that the Clerk circulate to Councillors the map of the affected area.

#### **GENERAL**

**23/24/050** To discuss and agree content and format for the next half-yearly newsletter.

- It was RESOLVED to go to a home printed approach with higher quality paper for double-sided printing. The content is to include Community Speed Watch, the riverside pathway, biodiversity, councillor biographies, and the canoe platform. The content is to be coordinated through Cllr Chapman prior to the next meeting.

**23/24/051** To discuss and agree the disposal of the remaining Coronation memorabilia and related actions. - It was RESOLVED to offer the remaining 25 medals to over-18's in the village and that the remaining wildflower seed be used within the village.

**23/24/052** To discuss and agree actions relating to No Parking on the Grass and other village signage.

- It was RESOLVED for Cllr Peter Goode to check with Lincolnshire County Council (LCC) Highways department as to how close posts can be placed to the highway on High Street between the white fence and the road bridge.

- Cllr Jim Nadin reported that when the authorities had been approached about placement of double yellow lines the response was that the Parish Council need to submit the application, which it had. Cllr to follow up with Highways.

**23/24/053** To discuss and agree actions relating to abandoned vehicles and vehicles parked on Council land.

- It was reported by Cllr Jim Nadin that a Statutory Off-Road Notice vehicle is parked on LCC Highways land and that he intended to report the offending vehicle to the police.

**23/24/054** To discuss and agree maintenance work on the Noticeboard.

- No restorative action was identified for the noticeboard.

**23/24/055** Clerk's Correspondence. (for information only) The Clerk reported the following correspondence:

- Public Rights of Way grass cutting report received (to be circulated to Councillors),

- Action to order a recommended bleed kit: received and to be added to the Coronation Hall first aid kit,

- Annual Governance and Accountability Return (AGAR) returns sent to the External Auditor,

- Letter sent to Assistant Chief Constable,

- Various Lincolnshire Association of Councils (LALC) newsletters, training bulletins, town & parish news, and chief executives bulletin circulated,

- Star Council Awards notice circulated,

- Notice of LALC Summer Conference circulated,

- Seeking advice from Local Planning Authority on potential changes to canoe platform planning approval,

- Sle Navigation informed of new working group members,

- Any requirements for electoral register applications, and - Coronation Hall booked for 2023-24 meetings.

The meeting was closed at 20:29 for public comment.

The meeting was re-opened at 20:34

**23/24/056** Councillor Reports. (for information only)

- Cllr Jim Nadin: identified overhanging hedges are a current problem and approaching households may work.

Cllr Tim Kerr: identified the Staffing Committee completed – minutes to be circulated – next committee meeting is 20th July.

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Cllr Peter Goode: provided an update on the river. He said he had contacted the Environment Agency regarding weed cutting, fishing signs (now in place) and to establish an ideal river level rather than the constant variations. The EA had also been approached regarding mink in the river although it was unlikely that they are to be controlled

Cllr Carole Chapman: The family of the late John Caswell had been approached to identify whether the family would like a memorial dedicated to John due to his support and long service to the village. Cllr Tim Kerr had been in contact with Ecotricity and the Clerk with Low Carbon – an invitation is expected from Ecotricity for a standalone meeting (including biodiversity expert).

#### **POLICY AND PROCEDURE**

**23/24/057** To modify the Standing Orders to remove the three minutes restriction to individual public comment and allow reference to the terminology of 'Chair' rather than 'Chairman'.

- It was RESOLVED to agree to the removal of the 3-minute public speaking restriction in Standing Orders.

- It was further RESOLVED to approach LALC regarding the use of the term 'Chair' vs. 'Chairman' and the potential need for a Standing Order to link with legislation.

**23/24/058** To discuss and agree a replacement Volunteer Policy.

- It was RESOLVED to accept the new Volunteer Policy as circulated

#### **MEETINGS**

**23/24/059** To receive the Minutes of the Annual Meeting of the Parish Council on 18 May 2023 for approval.

- It was RESOLVED to accept the Minutes as circulated with written amendments dictated at the meeting

#### **FINANCE**

**23/24/060** To present the Budget Monitoring Report and approve the Bank Reconciliation for the current financial period.

- It was RESOLVED to accept the Budget Monitoring Statement as circulated and to approve the Bank Reconciliation.

**23/24/061** To approve the Accounts for Payment for the current financial period. - It was RESOLVED to approve the Accounts for Payment as circulated.

**23/24/062** To discuss and agree budget virements relating to modified spending actions. - There were no movements identified to the budgetary values.

**23/24/063** To discuss and agree actions relating to the Clarke Donation reserve.

-It was RESOLVED for the Clerk to email the Clark family to request confirmation (under Section 137) they support the donation of the £50 (Clarke Donation) toward a village children's pantomime.

**23/24/064** To note further agenda items and arrangements for the next meeting (20 July 2023).

- Asset write-offs

- Renovation of the Kingfisher sculpture

- Terminology in documents – plain English

- Up-keep of the village memorial

- Approval of Councillor training

#### **Meeting Close**

- There being no further business the meeting was closed at 21:44.

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