

SOUTH KYME PARISH COUNCIL
Coronation Hall, High Street, South Kyme

29th July 2024

NOTICE IS HEREBY GIVEN, and Members are summoned to attend the meeting of South Kyme Parish Council to be held at the Coronation Hall, High Street, South Kyme on **Thursday 8th August 2024 at 7.30 p.m.**

Prior to the commencement of the meeting there will be a public forum for a maximum of 15 minutes when members of the public may ask questions or make short statements to the Council.

James Nadin

J Nadin
Parish Clerk

A G E N D A

24. Apologies for Absence.

To receive and accept apologies where valid reasons for absence have been given to the Parish Clerk prior to the meeting.

25. 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.

26. To approve as correct records the Minutes of the Previous Parish Council meeting held on 16th May 2024 and to authorise the Chair to sign the official minutes.

27. To receive **brief reports** from Cllrs, the Parish Clerk, representatives of the council and of outside bodies (tabled):

| Representative | Body | Description |
|-----------------------|-------------------------------|--|
| Cllr A Key | LCC | LCC update |
| Cllr M Head | NKDC | NKDC update |
| Parish Clerk* | SKPC | Update on correspondence sent and received |
| Parish Clerk* | SKPC | Outstanding Resolutions |
| Cllr T Kerr* | SKPC RFO | Update on RFO issues |
| Cllr C Clayton* | SK Village Biodiversity Group | Village Biodiversity Group Update |
| Cllr J Nadin* | SK Community Speed Watch | Community Speed Watch Update |
| Mr A Chapman* | SKPC IT Manager | Update on IT issues |

28. To discuss and agree amendments to the Biodiversity Action Plan.

29. To discuss and agree the funding and support of children's activities at the South Kyme

* Standing agenda reports.

Golf Club.

30. To discuss the allocation of funding and format of the wreath laying event, run by Mr R Howes, to be held on Remembrance Day.
31. To discuss and agree actions relating to a potential speed reduction on Low Road.
32. To discuss and agree actions relating to the lack of appropriate action of some residents to the request to cut back hedges alongside pavements, thereby making them unsafe for pedestrians.
33. To discuss and agree actions relating to the removal of the vehicle parked on public land adjacent to the Slea Nav Monument.
34. To discuss and agree actions relating to seeking information about the ex-South Kyme Football Club funding that is currently held by external trustees.
35. To discuss the allocation of funding for:
 - a) Repairs to the ride-on lawnmower.
 - b) One personal body-camera for the protection of CSW voluntary personnel whilst on duty.
 - c) Repairs to the village noticeboard and to discuss and agree actions to take forward those repairs.
 - d) Mr L Morris to cut the churchyard grass whilst the council's mower is undergoing repairs.
36. To present the Budget Monitoring Report and approve the Bank Reconciliation for the current financial period.
37. To authorise the signing of Accounts for Payment for the current financial period.
38. To discuss and agree actions relating to the provision of an annual volunteer/good citizen award.
39. To receive any further reports from Councillors.
40. To note further agenda items and arrangements for the next meeting (19th Sep 2024).

CHAIR TO SIGN COPY.

SOUTH KYME PARISH COUNCIL
MINUTES OF A MEETING OF THE PARISH COUNCIL
Held on 8th August 2024

Present: Cllr C Chapman (Chair)
Cllrs C Clayton P Goode T Kerr
C Midgley J Nadin

Absent: None

In attendance: None

Also present: 3 members of the public

The Chair welcomed all present to the meeting and the public session was opened.

A resident advised that the planned works to upgrade the riverbank footpath between New Bridge and the footbridge was due to begin in Oct and that materials would be stored locally. He queried exactly what works were going to be carried out as there appeared to be some uncertainty as to what works would be done and the sequencing of events. The Chair agreed that LCC should be approached to gain further details of the works including their scope and sequencing.

A resident stated that the village had previously been awarded the Best Parish Council in Lincolnshire and that there had been a presentation to the council of some kind. He stated that it would be appropriate for this accolade to be publicly presented for all to see the achievements of the council and requested that it be determined where the award was now and if it could be placed in a community space, like the Coronation Hall. The Chair agreed that the Clerk at that time should be contacted and a request made to regain the award for public display.

A resident stated that he wished to remind cllrs why the later agenda item had been raised to discuss the wreath laying ceremony due to take place on Remembrance Day. He stated that he felt Mr Howes did an excellent job of organising the event and that the unfortunate situation that arose at last years event had been totally unnecessary and for which he had received a full and emotional apology; something for which he was very grateful but disappointed that the apology had not been made publicly so that further inappropriate and inaccurate accusations from parties not even involved, could have been avoided. He looked forward to this year's event but sought some reassurance that the council would try to ensure that personal prejudices not be allowed to sully the public event once again.

A resident highlighted the issue of rubbish from certain residents on Low Road that continued to overflow their bins and was causing significant issue to other residents and landowners. It was agreed that the Clerk would write to NKDC (Housing) to raise the issue.

The meeting commenced at 7.30 p.m.

24. **Apologies For Absence.**

There were no apologies for absence.

25. **To Receive Declarations Of Interest Under The Localism Act 2011.**

There were no declarations of interest.

26. **To Approve As Correct Records The Minutes Of The Previous Council Meetings And To Authorise The Chair To Sign The Official Minutes.**

Date 19/09/24

18 - 24

Chair of SKPC



The minutes from the meetings held on 16th May 2024 were approved as a correct record of the previous meeting.

It was proposed, seconded and

Resolved: That the Chair be authorised to sign the official minutes for the 16th May 2024.

27. **To Receive Brief Reports As Tabled:**

The Clerk gave an update on correspondence sent and received. A request had been received from the SK Womens Institute (WI) asking for volunteer organisers to assist with their proposed Spring Fayre in 2025. The Clerk advised that it would be inappropriate for the Council to direct cllrs to be volunteers, however they were perfectly at liberty to volunteer themselves if they so wished. He stated that he would respond to the WI to this effect. A reservoir planning update had also been received. A notification had also been received advising the council that they were a statutory consultee on works to upgrade the national grid. It was agreed that the council had no comments at this time, however the PC should remain a consultee to be further advised as the process continues. The Clerk advised that he had sent a letter of thanks to Mr L Morris for cutting the churchyard, at no cost, whilst the council mower was still in for maintenance.

The Clerk advised that the following Resolutions were still outstanding:

- 18-24-25 Identifying and putting out to tender, works to repair the village noticeboard. (Cllr Chapman agreed to take this forward)
- 185-23-24 The council funding of DBS checks. (Ongoing)
- 185-23-24 The sum of £60 for the WI Spring Fayre event. (Now completed)
- 98-23-24 The purchase of a flymo skirt for £106. (Cllr Midgley agreed to take this forward)

The Chair requested an update on a previously agreed action to respond the NKDC Climate Action Champion on a survey. Cllr Clayton apologised that she had been unable to respond as yet due to other commitments and Cllr Chapman agreed to assist with the response.

The RFO gave an update on financial issues. The final payment of £1000 had now been received from the Canoe Foundation for the canoe platform construction and expenditure had been made to LALC for trg course fees and audit costs. He advised that there were more than sufficient reserves to cover mower repairs. He also stated that access had finally been regained to HMRC and that VAT reclaims could now be continued. The late penalty fees that HMRC had charged the council were also being waived and could now be claimed back; it was agreed that there should be more than one individual with access to HMRC and Cllr Nadin agreed to become the 2nd individual with access. He stated that reserves were currently in good shape and that a higher interest account should be considered at the end of the financial year.

Cllr C Clayton gave an update on the South Kyme Village Biodiversity Group. There was a lengthy discussion on the cutting of the riverbanks. It was agreed that the VTG were trying to maintain the banks as directed by the council where possible, however it appeared that sometimes local residents were also assisting on areas close to their properties and there was little could be done to prevent or control exactly what these individuals were doing. It was agreed that the compromises for all parties should continue to be pursued for the benefit of all residents.

Cllr J Nadin gave an update on South Kyme Community Speed Watch (CSW). He advised that the CSW teams had been stood down for a number of weeks after a team had been assaulted by a passing driver. After discussions with the Lincolnshire Road Safety Partnership (LRSP) it was agreed that the teams would resume if a bodycam were worn for personal protection. The camera had been purchased by the CSW team and was now successfully in use and could be used for evidential purposes should that be necessary in the future. After 3 events it was clear that there was still a clear need for the CSW volunteers as the levels of speeding had clearly continued.

Date

19 – 24

Chair of SKPC ...

The IT Manager gave an update on IT issues. He stated that the LALC Webmaster had advised that anyone using Kaspersky Anti-Virus and Security software should stop doing so, uninstall it and change to another anti-virus software for computers that are used to access council information. The software has been banned for use due to security concerns and its origins in Russia.

28. **To Discuss And Agree Amendments To The Biodiversity Action Plan.**

Cllr Chapman proposed that the Biodiversity Action Plan (BAP) be amended to include, data on species received from various outside bodies and authorities. She also wished to remove the area under the Slea Nav Monument as it was an area now determined as unsuitable for planting.

It was proposed, seconded and

Resolved: That the Biodiversity Action Plan amendments be incorporated or removed as discussed.

29. **To Discuss And Agree The Funding And Support Of Children's Activities At The South Kyme Golf Club.**

There appeared to have been little interest from the young people of the village to take part in the proposed Golf Club summer activities at this time. However, the Golf Club were still welcoming the children to utilise their land for playing football and allowing access to their facilities for the purchase of sweets and drinks. A change to their licensing has now allowed the children to access facilities unaccompanied.

30. **To Discuss The Allocation Of Funding And Format Of The Wreath Laying Event, Run By Mr R Howe, To Be Held On Remembrance Day.**

It was discussed and agreed that the wreath laying event run by Mr R Howes was both appropriate and well organised. The council agreed that the events of last year had been unfortunate, but that further support was fully justified and that the wreaths should be purchased by the PC. To ensure that the situation that had previously arisen did not reoccur, it was agreed that the money be given on the proviso that the Chair of the PC (or their nominated deputy) present the wreath on behalf of the village, as has always been the precedent. The Clerk was requested to write to Mr Howes to confirm that he was happy with this caveat.

It was proposed, seconded and

Resolved: That the council purchase three wreaths for the wreath laying ceremony organised by Mr R Howes.

31. **To Discuss And Agree Actions Relating To A Potential Speed Reduction On Low Road.**

There was a lengthy discussion on village speed limits and the national campaign of '20's Plenty' and its benefits. It was agreed that a speed reduction throughout the village would be a positive step however, the council understood that a blanket reduction could be difficult to attain. There were suggestions that the speed reduction could be applied across the village, singularly to Low Road or that a speed reduction be solely applied to HGV's. All of these concepts would be an improvement to resident safety. It was agreed that the Clerk would write to LCC (Highways) to determine whether any of these options could be applied for or implemented.

It was proposed, seconded and

Resolved: That the Clerk would write to LCC (Highways) to determine whether the 20's Plenty principles could be requested for the village.

32. **To Discuss And Agree Actions Relating To The Lack Of Appropriate Action Of Some Residents To The Request To Cut Back Hedges Alongside Pavements, Thereby Making Them Unsafe For Pedestrians.**

Date

20 – 24

Chair of SKPC



Although a number of residents had been asked to cut back hedges that were intruding onto pavements, the necessary cut back had not been made to allow full access to the pavement. It was agreed that, although ultimately an LCC (Highways) issue, it was prudent for the PC to ask residents to make the necessary maintenance before involving the controlling authority. It was therefore agreed that a notice be published to advise residents of their obligations and visits made to those whose hedges currently did not comply. If action was then not taken by the residents it was agreed that LCC (Highways) would then be advised. Where this issue has arisen in South Parade where the houses are publicly owned, the issue would be advised to NKDC (Housing) for resolution.

It was proposed, seconded and

Resolved: That The Chair and the Clerk would visit those properties where their hedges failed to comply with current regulations and would request that the situation be resolved. Should no action be taken by those residents than they would ultimately be reported to LCC (Highways).

33. **To Discuss And Agree Actions Relating To The Removal Of The Vehicle Parked On Public Land Adjacent To The Sleavon Monument.**

It was discussed that the vehicle in questions owner lived at number 83 High Street. It was also determined that the land where the vehicle is parked belongs to LCC and is therefore publicly owned. It was agreed that the owner may be having difficulty in removing the vehicle and that the council should approach and offer assistance for its removal. If the resident refused to remove the vehicle then further legal action may be required.

It was proposed, seconded and

Resolved: That the Cllrs Chapman and Nadin were to visit the resident at 83 High Street to discuss the removal of the inappropriately parked vehicle.

34. **To Discuss And Agree Actions Relating To Seeking Information About The Ex-South Kyme Football Club Funding That Is Currently Held By External Trustees.**

The council raised concerns that finances from the now defunct South Kyme Football Club had remained untouched and effectively unseen for over thirty years. Concerns were therefore that this funding may be lost in the future. Investigations had determined that there were still members of the committee in the area and that there were still 9 remaining trustees. It was agreed that the Clerk would write to the Chair of the Club, through the Secretary, to ask whether arrangements had been made to ensure that the future of these remaining funds would be assured and if not whether the council could assist by offering their banking facilities and continued management.

It was proposed, seconded and

Resolved: That the Clerk would write to the Chair of the Club, through the Secretary, to ask whether arrangements had been made to ensure that the future of these remaining funds would be assured and if not whether the council could assist by offering their banking facilities and continued management.

35. **To Discuss The Allocation Of Funding For:**

a. **Repairs to the Ride-on Lawnmower**

The council discussed the ongoing repairs to the Ride-on Mower. These were expected to be completed in the near future and to be in the order of £2,500. It was agreed that reserves had been held for this purpose and that the mower was an essential item for the maintenance of the village.

It was proposed, seconded and

Resolved: That the sum, not to exceed £2,500 be allocated for the payment of repairs to the Ride-on Mower.

Date

21 – 24

Chair of SKPC



b. One Personal Body-Camera For The Protection Of CSW Voluntary Personnel Whilst On Duty.

The council discussed the purchase of the Bodycam by the CSW team. It was agreed that the materials currently used by the team were funded through the PC and that the purchase of the bodycam should also be.

It was proposed, seconded and

Resolved: That the sum, not to exceed £175 be paid for the bodycam and harness purchased by the CSW team.

c. Repairs To The Village Noticeboard And To Discuss And Agree Actions To Take Forward Those Repairs.

No action had yet been taken to ascertain the works required to repair the village noticeboard. The level of repairs was discussed and agreed, and that Cllr Chapman would proceed to get quotes for the works and report back to the council.

It was proposed, seconded and

Resolved: That Cllr Chapman would proceed to get quotes for repairs to the village noticeboard.

d. Mr L Morris To Cut The Churchyard Grass Whilst The Councils Mower Is Undergoing Repairs.

Mr Morris had agreed to cut the grass for free, so no further action was necessary and a letter of thanks had been sent.

36. To Present The Budget Monitoring Report And Approve The Bank Reconciliation For The Current Financial Period.

The bank reconciliation for the financial period to date was presented by the RFO.

It was proposed, seconded and

Resolved: That reconciliation for the financial period to date be approved and accepted.

37. To Authorise The Signing Of Accounts For Payment For The Current Financial Period.

The accounts for the current financial period were presented to be authorised for payment.

It was proposed, seconded and

Resolved: That the accounts for the current financial period be authorised for signature by the Chair.

38. To Discuss And Agree Actions Relating To The Provision Of An Annual Volunteer/Good Citizen Award.

The council discussed the possibility of an annual award for Volunteer Activity/Good Citizen Award. It was agreed that there were many deserving individuals within the parish and that the award would be well received. Details would need to be determined for the awards criteria and the process to be adopted for the selection of winners. However, a publicly held plaque to display the winners names should be purchased, and it was agreed that the sum of £100 per year be allocated to the process for the purchase of a personal trophy and reward for the individual. The plaque would be displayed publicly in the Coronation Hall and it was agreed that it would be appropriate to name the award after the late Mr John Casswell and be known as 'The John Casswell Good Citizen Award for South Kyme'. The scheme would be announced in the next newsletter and invitations for nominees requested from parishioners, with a view to the first award being made at the Parish Meeting in 2025.

It was proposed, seconded and

Date

22 – 24

Chair of SKPC

Resolved: That the sum of £100 per year be allocated to the process for the purchase of a personal trophy and reward for the individual selected as the winner of the John Casswell Good Citizen Award.

39. **To Receive Any Further Reports From Councillors.**

Cllr Midgley stated that the VTG would like to purchase a pole saw to assist in the maintenance of the village. This would be added to the next agenda.

Cllr Nadin stated that at the LALC conference warning had been issued of potential unannounced Health and Safety Executive (HSE) visits to parishes to ensure compliance with Health and Safety legislation.

40. **To Note Further Agenda Items And Arrangements For The Next Meeting (19th Sep 2024).**

The following items were requested to be added to the agenda for the next meeting, to discuss:

The purchase of a Christmas tree for the village.

The purchase of a pole saw for the VTG.

The meeting closed at 9.10 p.m.

Date

23 – 24

Chair of SKPC

