

**Minutes of the Bi-Monthly Meeting of Knaith Parish Council held in the
Village Hall on Monday 15th May 2023**

Present: Councillor D. Belton (Chairman)
Councillor A. Morphet
Councillor S. Breeze
Councillor D. Randall
Councillor E. Bailey
Councillor W. Stanser
Mrs E. Coulson (Clerk)

1/5/23. Declaration of Acceptance of Office

All Councillors present signed the Declaration of Acceptance of Office which was witnessed by The Clerk.

2/5/23. To Elect a Chairman

It was proposed by Councillor Randall to Elect Councillor Belton as Chairman, seconded by Councillor Stanser. Councillor Belton accepted the position and signed the Declaration of Acceptance of Office as Chairman.

3/5/23. To Elect a Vice-Chairman

It was proposed by Councillor Breeze to elect Councillor Morphet as Vice Chairman, seconded by Councillor Belton. Councillor Morphet accepted the position and signed the Declaration of Acceptance of Office as Vice-Chairman.

4/5/23. Apologies for absence

Councillor Bowdler was absent, no apologies have been received.

5/5/23. To receive any declarations of interest in accordance with the Localism Act 2011 and to receive any applications for Dispensation. Members may make declarations at this point but also make them at any point during the meeting

There were no declarations at this time.

6/5/23. To approve the Minutes of the last meeting on 13th March 2023

Minutes have been circulated and it was proposed by Councillor Randall, and seconded by Councillor Breeze and **resolved** to sign as a true record.

7/5/23. Governance Documents

- a. Standing Order – There was no change required to this policy.
- b. Financial Regulations – There was no change required to this policy.
- c. Code of Conduct – There was no change required to this policy.
- d. Complaints Procedure – There was no change required to this policy.
- e. GDPR – There was no change required to this policy.

8/5/23. Review and confirm arrangements for Insurance Cover in respect of all Insured Risks

The Clerk informed Councillors that the renewal from Zurich was at a cost of £244.24. It was **resolved** that the Clerk should go ahead with the renewal and the Risk Assessment was checked and signed.

9/5/23. Clerk's report on Outstanding Matters

- Highways & Ditches

Blocked Drains and Dyke Issues - The Clerk emailed Councillor Butroid and had received a response:

- 'I have chased this up this morning, I must apologise for the lack of response, and I will update ASAP.'

The Council has asked that The Clerk chase this up again. **Action EC**

Overgrown Hedges and Trees – The hedge along the public footpath (Station Road to Willingham Road) is starting to encroach on the path. This belongs to the bungalow which is currently vacant and

up for sale. It was agreed that the Clerk would write to the owner asking if this could be addressed.
Action EC

Councillor Breeze highlighted that the trees at the end of this public footpath are overgrown and overhanging. Councillor Breeze will check whether it's Railway, Council or Private land and report back. **Action SB**

- Website – The Clerk and Councillor Bailey started to update the website and I have continued to update and tweak. All statutory information is now uploaded.
- Dog Attack – PCSO Melanie Goodwill responded to the complaint about the dog attack.

'We have visited the person of the details given however they state their dogs are always on a lead. The owner reports that a couple were extremely intimidating and rude about the owner and the owner's dogs. The owner has nothing to answer for the dangerous dog act.'

No further action.

10/5/23. Correspondence

- a. Crime Reports for March and April – Circulated. Councillor Morphet highlighted that there has been an attempted robbery in Knaith during the day. A gang with balaclavas climbed over the back gate of a house. The resident saw them and when the group saw the resident they ran off. It appears they were dropped off but it is unknown how they escaped. The incident was reported to the police and happened about 2 weeks ago.
- b. General Correspondence – List circulated.
As the Public Rights of Way Grass Cutting schedule was circulated, Councillor Breeze made an observation that the field in between Norbury Hills and New Plantation Woods has been planted with potatoes where the footpath across normally is. It was noted that this normally happens when a new crop is planted and then the walkers walk across and create the path again.

11/5/23. Financial Matters and Grant Considerations

- a. Internal Audit January to March 2023 – Circulated, approved and signed by Councillor Bailey and The Clerk.
- b. Financial Statement to May 23 – With payments totalling £540.24 and receipts of £3,936.30 It was **resolved** that the Chairman would sign the statement for the record.
- c. Grant/Annual Cost Considerations – Councillors Bailey and Stanser Declared an Interest as they both sit on the Village Hall Management Committee. All proposed Grants and Annual costs were read out by The Chairman. It was proposed by Councillor Belton, seconded by Councillor Morphet and **resolved** that these costs remain the same for the year 2023/24.

12/5/23. Annual Governance and Accountability Return 2022/23

- a. Approval of the Parish Council Annual Internal Audit.
- b. Approval of the Annual Governance Statement
- c. Approval of the Accounting Statements
- d. End of Year Accounts requirements including Public Rights and Publication

The Audit paperwork has been prepared and circulated. All Statements read out, approved and signed by the Chairman, Councillor Bailey (Internal Auditor) and the Clerk.

13/5/23. Solar Projects/Plans

The Chairman and The Clerk have submitted Representations against Gate Burton Energy Park, West Burton and Cottam Solar projects. These are available on the Knaith Parish website.

543 comments were made against the Cottam project and 291 against the Gate Burton plans.

Councillor Breeze shared that the 7,000 Acre group are exploring what direction to take the group to maximise engagement within the community.

A mock-up of a solar panel has been going around the area to demonstrate how big they are.

7 proposed projects are now within Lincolnshire.

14/5/23. Speed Initiatives

Lea Parish Council through Councillor Bailey asked Knaith Parish Council if they are interested in buying a speed indicator as they believe it would be cheaper to buy multiply indicators as opposed to one or two. Councillor Morphet expressed that the Parish Council has sympathy with Councillor Bowdler and with the residents of the Parish who feel strongly about this but the factual information that was gathered on speeding from the Road Safety Partnership installed monitor last year; the findings were reported in the November 2022 minutes. The Parish Council has not changed its position and cannot warrant this spends.

Councillor Breeze has arranged another Speed Gun check on 24th May at 3.30pm.

Councillor Bailey informed the Council that further Speed Gun training is going to be held on 26th May. This will potentially be the last one for a while as the future of the PCSO is uncertain at present.

15/5/23. Village Hall

Councillors Bailey and Stanser Declared an Interest as they both sit on the Village Hall Management Committee.

Councillor Stanser, Bailey and Bowdler have drafted a document of the information they wish to be included in the new document that is to be drawn up. Councillor Stanser will contact Councillor Bowdler for the final copy that will then be sent to the Parish Council for consideration.

Councillor Belton has contacted the solicitor in preparation for discussion about creating the new document. This will be finalised once the Parish Council and Village Hall committee have agreed on the additions. **Action WS**

16/5/23. Broadband

Councillor Bowdler not present to provide an update.

It was noted that some works have been carried out within Knaith Park, with blue rope visible on telephone poles which suggests fibre is to be installed.

Councillor Stanser signed up to Quickline but since then he has not heard from them.

17/5/23. Stag's Head Pub

The owners of the pub have contacted the Clerk with regards the Parish Council's interest.

The Parish Council looked into the possibility of a community pub last year. The following was noted:

1. The owners of the pub reached out the Parish Council to see if a community pub was viable.
2. The Parish Council researched the possibility of a community pub, including community views.
3. The pub was rented out in August 2022.
4. The tenants reached out to The Clerk (August 22) when they moved in and expressed an interest in trying to re-open the pub. The Parish Council were under the impression that this may move forward the re-opening of the pub. The tenants said they were renting the pub out for 12 months. Unfortunately the tenants did not make any further contact, which closed this avenue.
5. In September 2022, the Parish Council agreed to pause any further works due the economic climate and the fact that the owners of the pub had begun to rent out the pub to a couple of families.

It was proposed by Councillor Belton that the Parish Council pursue the ACV again, this was seconded by Councillor Randall. The Clerk will forward the information on to Councillor Belton for completion and then the Clerk will check before submission. **Action DB & EC**

The Clerk will draft a response to the Owners of the pub for the Parish Council's approval. **Action EC**

18/5/23. Items of information to be noted and if necessary dealt with at the next meeting

- 1) The Clerk's Appraisal
- 2) Councillor Bailey has stepped down as internal auditor. It was proposed by Councillor Belton that Councillor Breeze become the new internal auditor, this was seconded by Councillor Stanser.
- 3) The Clerk would like the Parish Council to consider purchasing a Knaith Parish Council Laptop. This would hold only Council business and would belong to the council. This could then be passed on if necessary. The Clerk will research some laptops for the next meeting. **Action EC**

- 4) The Clerk also requested if the Parish Council would consider training the Clerk for the CiLCA qualification. She will include this in her appraisal for consideration.

19/5/23. Date for next meeting

A date was set for the next Bi-Monthly Parish Council Meeting - Monday 10th July 2023 at 6.30 pm.

With all business concluded the meeting closed at 8.20pm

Signed Dated