

**Minutes of the North Kelsey Parish Council held at 7.00 pm  
at the Village Hall on 12 December 2023**

**Present:** Cllr D. Waite (Chair) Cllr S. March (Minutes) Cllr J. Cundill, Cllr P. Jackson, Cllr J. Waite, Cllr M. Williams, Cllr P. Bryan, Cllr J. Slater.

In attendance: Cllr. Peter Morris (WLDC)

Members of public present: 1

**1. Welcome from the chairman and public session.**

Cllr D. Waite welcomed everybody. As no interim Clerk was in attendance, Cllr S. March nominated herself to take the minutes.

One member of the Public thanked the council for the supply of Daffodils for North Kelsey Moor. Update on the NKPC Notice Board. Cllr. M Williams suggested that the Notice Board could be placed where the old telephone box was. Also, requested that a seating bench be installed at North Kelsey Moor. Cllr Morris will be taking this forward with Caistor Lions. Suggested the bench could be installed near the NKPC Notice Board.

Speeding through North Kelsey Moor, especially along Station Rd was raised and suggested an Electronic Speed Sign be installed. To be C/F to January 2024 meeting. Speed bin signs were allocated. Update was given by Cllr. Morris regarding the Planning Permission of the Queens Head conversion to residential. No final planning permission decision has been given and there is an extension to the end of Jan 2024.

**2. Reports from Unitary Councillors.**

Cllr. Morris (WLDC) reported that LCC and WLDC had lost the Scampton Refugee Housing appeal with the scheme to go ahead in January 2024.

He thanked the NKPC for the work they did for Remembrance Sunday

Cllr. Morris gave his apologies and left the meeting 19:20pm

**3. Apologies and reasons for absence – Ref: 401**

Cllr T. Smith (LCC), Cllr R. Hunt.

**4. To receive declarations of interest under the Localism Act 2011 - being any pecuniary or nonpecuniary interest in agenda items not previously recorded on Members Register of Interests – Ref: 402**

None

**5. To approve the draft minutes of the Council meeting held on 14/11/23 – Ref: 403**

It was resolved to approve the minutes as a true record.

Proposed: Cllr M. Williams Seconder: Cllr J. Waite. All in favour

**7. Requirement for a new clerk – Ref: 404**

LALC have been approached are in the process of looking for a Locum Clerk replacement until a new Clerk is appointed.

Proposed to advertise for the new Clerk more widely across Lincolnshire and suggested the Indeed online job site at a cost of £60. Also, advertise the position on Facebook and NALC.

Proposed: Cllr D. Waite. Seconder: Cllr J. Cundill. All in favour

**8. Finance Report – Ref: 405**

**These are draft minutes and have not been formally approved and adopted**

**Kommentar [sm1]:** This was the number on the agenda - it didn't run to order

**a) Accounting statements for period ending 31/11/23**

**b) Schedule of payments**

Still awaiting access to the Financial Reports from previous Clerk – Carl Thomas.

**c) Estimated budget for 2024/25**

Estimated budget has been forwarded by previous Clerk – Carl Thomas. To be circulated to all for January 2024. Precept – scheduled for Jan 2024.

**9. To receive any reports from external organisations – Ref: 406**

None received,

**10. Village Hall revised constitution – Ref: 407**

If North Kelsey Village Hall Association was to become unviable in maintaining the Village Hall then the question was raised would North Kelsey Parish Council take on the responsibility

Proposed to keep Paragraph 9 on the of the North Kelsey Village Hall Association AGM agenda with a note that the statement is subject to Parish Council approval.

Proposed to review the wording in the Village Hall covenant regarding who becomes responsible if the Village Hall Association ceased operations and gain further legal information.

Proposed: Cllr M. William Seconder: Cllr D. Waite. Favour: 5. Abstained: 2 Against: 1

**11. Parish Plan Update – Ref: 408**

**a) Parish Council Newsletter**

Next edition is schedule for January 2024. Cllr. P. Bryan nominated as the newsletter Editor.

**b) Playing Field**

Mitchells Timber Works to commence Fencing work in January 2024

Brookland Tree Surgery Ltd awaiting a date to carry out tree works in the playing field.

Agree to go ahead with the EC Surfacing Ltd Tarmacking quote if original the Tarmacking Quote is still valid.

Proposed: Cllr J. Waite Seconder: Cllr D. Waite. For: 7 Against: 1

**Playing Field equipment**

A number of outstanding repairs to the playing field equipment is required following the Playing Field Equipment inspection.

Proposed to seek quotes for a Handyman to undertake the playing field equipment repairs.

Proposed: Cllr S. March. Seconder: Cllr J. Waite. All in favour.

**Molehills:** There are number of molehills in the playing field that need dealing with. Need to review if current Mole Removal Contract has expired.

**c) Litter Picking**

The litter picking schedule has not gone ahead due to poor weather conditions. Plan is to advertise ad-hoc litter picking times when the weather has improved.

The Commonwealth War Graves Signage request form for the Cemetery Gate was sent on the 11/12/2023. No date has been given for its installation.

**12. Parish Matters – Ref: 409**

**a) Review tracking report**

Nothing to report

**13. Next meeting will be Tuesday 09/01/24 at 7 pm**

Meeting moved into closed session 8.20pm.

**15. Clerk Resignation – Ref: 413**

**These are draft minutes and have not been formally approved and adopted**

Needs NKPC logo

North Kelsey Parish Council  
c/o Church Farm  
Church St  
North Kelsey

A briefing was given on issues regarding the Clerk's resignation.

Proposed to extend the Clerks allocated hours from 6 hours per week to 8 hours per week and then review after 12 months.

Proposed: Cllr S. March Seconder: Cllr J. Cundill. All in favour.

**16. Access to Clerk emails – Ref: 414**

Access to the Clerk emails resolved.

**17. North Kelsey Parish Council Banking and Assets – Ref: 415**

North Kelsey Parish Council Bank Signatories to be updated

Approach the previous Clerk for the paper copies of banking statement for the previous 7 years.

The assets/property to be collected by the Chairman to be handed over to the newly appointed Clerk.

**18. To approve the draft minutes of the Council CLOSED meeting held on 14/11/23 – Ref: 416**

No responses received to the paper circulate following the 14<sup>th</sup> of November 2023 meeting.

Proposed that the matter to be closed.

Proposed: Cllr P. Jackson Seconder: Cllr D. Waite. Favour: 6. Against: 0. Abstain: 2.

To approve the minutes of the CLOSED meeting held on 14/11/23 as a true record.

Proposed: Cllr D. Waite. Seconder: Cllr S. March. Favour: 3. Against: 3. Abstained: 2.

The Chair's casting vote in Favour – motion carried.

**19. Resignations – Ref: 417**

Cllr J. Cundill resigned as Vice Chair of the Council and from the Personnel Committee. Cllr M. Williams resigned from the Personnel Committee.

Nominations for Vice Chair to be carried forward to the 9<sup>th</sup> of January 2024 meeting.

Cllr J. Waite and Cllr J. Slater agreed to become Personnel Committee members.

Proposed: Cllr M. Williams Seconder: Cllr D. Waite. All in Favour.

Meeting closed - 9.09pm.

**These are draft minutes and have not been formally approved and adopted**