

**Minutes of the Keelby Parish Council Meeting  
Held in the Village Hall on Tuesday 7<sup>th</sup> February 2023**

**Those Present :** Councillors S Knight, (Chair), T Wright (Vice Chair) T Bentham, P Wilks, R Dannatt, S North, K Stark, H Davidson, M Turner

**In Attendance:** Cllr A Lawrence, Cllr O Bierley. Cllr T Smith & 2 members of the public

**1. Apologies**

Cllrs M Wright, M Riggall

**2. To receive declarations of interest under the Localism Act 2011 – being any pecuniary or on-pecuniary interest in agenda items not previously recorded on Members' Register of interest Ref 23/16** - none received

**3. Public Question Time Ref 23/17**

Mr Lovatt raised the issue of dogs in the new play area and asked if there could be a sign. Cllr T Wright agreed to arrange this. There are also tree cuttings left by the handyman so it was agreed to put the possible purchase of a wood chipper on the agenda for the next meeting. As a temporary solution Cllr S North agreed to take them to Cllr T Bentham's for disposal.

**4. District Councillors Report Ref 23/18**

This was circulated beforehand. Cllr A Lawrence raised the point that photo ID will be required at the next election. It was agreed that this fact should be publicised.

**5. County Councillors Report Ref 23/19**

Cllr T Smith – list of priorities for jobs to be forwarded to council members

**6. To approve the minutes of the Parish Council Meetings held on 3<sup>rd</sup> January 2023. Ref 23/20**

The minutes were accepted as a true record. Proposed by Cllr T Wright and seconded by Cllr R Dannatt. All in favour.

**7. Clerks Report Ref 23/21**

- Electronic election posters will be used no hard copies required
- Cllr K Stark to find out about the copying of the old documents for the next meeting
- Mower training – All quotes should be obtained on a proper basis as per our standing orders. Cllr T Wright proposed that we go with Morton Training. Seconded by Cllr R Dannatt. All in favour.
- Servicing of garden machinery. A quote of £936 + VAT has been received from Caistor Farm & Garden machinery for a service and required repairs. At Greenstripe the service was estimated to be £500 but this was estimated without seeing the mower and the level of repair needed. Only the Clerk should arrange the bookings. Handyman to be contacted with regard to damage to the lawnmower. Cllr T Wright proposed that the work be done at Caistor. This was seconded by Cllr S North. All in favour.  
A price of £202.50 for a cutting attachment has been obtained. Investigations needed to establish if this is the best price before purchase. Proposed by Cllr R Dannatt and seconded by Cllr T Bentham. All in favour.  
Cllr R Dannatt proposed that a number of small items need to be purchased to maintain small equipment (trimmer line, oil etc) This was seconded by Cllr P Wilks. All in favour
- Cllr R Dannatt to fix the plaque to the bench to commemorate the Queens Platinum Jubilee when it is sited

- Corporate credit card – still ongoing. £100 in compensation has been received as a result of the clerk making an official complaint about the service.
- Feeder post for Christmas tree lights – Cllr R Dannatt awaiting a response
- Thank you letter and voucher given to Mr & Mrs Hague for the use of their electricity for the Christmas lights
- Cllr T Smith to arrange for a visit from the Council tree man to report on the trees on Caddle Road and Pelham Crescent
- Green bins for the Cemetery – these are £39 a year each. It was agreed to continue with 2 bins and monitor the situation. Cllr R Dannatt has the signs for the bin area and will fix them when the weather is better.
- Risk assessment for Handyman – Cllr R Dannatt to complete for next meeting
- Cemetery tap – thanks were expressed to Cllr R Dannatt and Cllr P Wilks for the swift repairs to the tap. The replacement was supplied free of charge and a spare is now in stock. A special note of thanks to Cllr R Dannatt for all the work he has done for the Council.
- Barton Street – Nothing further can be done by Keelby Parish Council. Cllr T Smith stated that the job was in a long queue but West Lindsey are putting in extra funding to address the back up.
- The Clerk and Cllr T Smith are meeting with Ellie from the Cllr Volunteer Scheme on 15<sup>th</sup> February regarding our application for help with painting the play park railings and bus shelter.
- Cllr Riggall signed the bank reconciliation to the end of December at the January meeting but was missed from the minutes. Cllr T Wright proposed that it be put on the February minutes. This was seconded by Cllr T Bentham. All in favour

#### **8. Correspondence Ref 23/22**

- A letter had been received from Lives requesting a donation. Cllr T Wright proposed a donation of £80 should be made to them. This was seconded by Cllr T Bentham. All in favour
- An email had been received asking if any further work was planned for the cemetery. Council confirmed that nothing was planned.
- An email had been received from a resident in Manor Close expressing concerns about an overhanging tree from The Manor dropping leaves and fruit onto the footpath making it slippery and dangerous. It was agreed the Clerk should write a letter to the residents of the Manor asking for assistance with the overhanging branches bearing in mind a possible TPO.

#### **9. Review of policies Ref 23/23**

The Grievance policy had been circulated beforehand. It was agreed to change the word Town Councils throughout to Parish Councils and increase the 5 days response time to 10 days. Version control and a review date should be included on all such documents. All in favour

#### **10. Reports from external organisations Ref 23/24**

- **Sports Association** – A letter had been received expressing thanks for the 50/50 contribution. Sports there are progressing well.
- **Community Speed Watch** – There has been one session on Broadway/Yarborough Road for 45 minutes. Out of 35 cars only 1 was speeding. Report received. 3 vehicles checked had no MOT so the police were made aware. This effort seems to be working.
- **Village Hall** – 1 club has cancelled due to the price increases
- **Library & Youth Club** – all progressing well
- **Allotments** – no meeting has been held so no report

## 11. Financial Matters Ref 23/25

Multimedia	Broadband	£43.91
LALC	Membership	£442.24
DJ Cleaning Ltd	Bus shelter roof	£960.00
Zurich Insurance		£680.68
Cllr R Dannatt	Cemetery tap	£86.88
Salaries	January	£904.32
Clerk expenses		£236.01
LALC	Training scheme	£168.00

The schedule of payments had been previously circulated. These have been checked by Cllr S North. The payments were proposed by Cllr S North and seconded by Cllr R Dannatt. All in favour

Cllr S Knight spoke about the Alice South Charity and requested a payment of £3890 for funds held by Keelby Parish Council. Cllr T Wright asked the chair if the Responsible Financial Officer had verified the detail of the balance sheet presented. Cllr S Knight said that the Responsible Financial Officer had not verified the amount. Once this payment has been made Cllr S Knight confirmed that this would disconnect the Parish Council from the charity. There was discussion about the future governance arrangements. Cllr T Wright requested sight of their terms of reference which should give some assurances on this matter. Cllr O Bierley suggested that maybe a representative from the Parish Council be appointed to the Alice South charity at the next AGM. Cllr S Knight said she would ask.

Cllr T Wright affirms that the liability insurance cover that is due for renewal appears to be appropriate.

The Asset register requires a stock take. Cllr T Wright to ask KSA to revisit their asset register and report back. The equipment in the container and the cemetery shed needs to be included. Cllr S Knight asked if a valuation of the equipment could also be included.

## 12. Planning applications Ref 23/26

None received

## 13. Parish Matters Ref 23/27

### • Play area & Old Tennis Courts Renovations

Cllr T Wright reported that the West Lindsey match funding bid has been withdrawn as new (more relevant) grant scheme will be available soon. £57,000 (including the £35,000 from KPC) funding has been obtained of the £73k total, leaving circ £16,000 to raise. A £1500 donation has been received from Ocean Blue and £1905.75 from Mr & Mrs North.

- **Benches** – There is still 1 bench to be fitted near the shops when the weather is better
- **Emergency plan** – Version 1 is out to all Councillors. Consultations have taken place with WLDC & LCC. Our responsibilities to be co-ordination of emergency services and review of risk assessment. Chair & Vice-Chair to take the lead on welfare issues. Looking for a farmer for possible snow clearing. The Village Hall, Surgery & KSA to be contacted to make them aware we may need to use their facilities. Councillors were asked to review this plan and report back to Cllr T Wright by Friday 17<sup>th</sup> February.
- **Surgery** – We are not represented on the Patient Participation Group but have an awareness of their business. Keelby Practice is a food collection point and a warm space. This to be advertised on our social media. There was some discussion on the need for GP led sessions at Keelby, but it was reported that the Practice believe that there is no demand; clinical and/or nurse practitioner sessions are offered daily at the Keelby site. The Practice state that there is no evidence that locals cannot get to Immingham for appointments. Cllr T Wright suggested we carry out a survey on our Facebook page. Would we support a local travel scheme to Immingham? The Practice have advised that no progress has been made on new Primary Care Centre, but they are still working towards this.

**Neighbourhood Plan Update 23/28** – Cllr T Wright reported on the on-going consultation of our plan; Andrew Ashford has been appointed as our external assessor. He has raised clarification questions. Cllr T Wright shared the detail and advised on proposed responses to the questions; these were noted and agreed by the Council; he further stated that whilst it was unlikely, there may be a need for a hearing to be held before the final version of the Neighbourhood Plan can be published and taken to a referendum. It was hoped that work on this matter would be concluded by early summer.

**14. Agenda items for the next meeting Ref 23/29**

Cllr T Bentham has received a request to use the village green for Christmas fun run.

**15. Date and time of next meeting Ref 23/30**

Tuesday 7<sup>th</sup> March 2023 at 19:00 in the Village Hall  
Meeting closed at 21:00