

**Draft Minutes of the Keelby Parish Council Meeting
Held in the Village Hall on Tuesday 7th March 2023**

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

In Attendance: Cllr A Lawrence, Cllr T Smith arrived late & 2 members of the public

1. Apologies

Cllrs M Riggall, Cllr S North, Cllr O Bierley

- 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 23/31** - Cllr T Wright and Cllr M Wright declared an interest in the football club development plan at item 11

3. Public Question Time Ref 23/32

Mr Lovatt asked if there any progress on when the footpath repairs are likely to be completed. Cllr S Knight advised that they are prioritised and on a list of jobs to be done. The jobs listed as a priority have already been completed. Mr Lovatt advised that the footpath on Broadway has timber edging and requested permission to clear it back. It was agreed that Mr Lovatt should work with the handyman on this.

A resident advised that the footpath on Manor Street needed clearing. This has already been requested by the resident of The Manor and WLDC had agreed to carry out this work. The heap of cut branches on the playing field was raised, this is to be discussed in the meeting. The resident also raised the issue that posters were not removed from lamp posts and telegraph poles when out of date. Lamp post no 15 had been reported but not repaired, Cllr T Smith agreed to chase this up.

4. District Councillors Report Ref 23/33

This was circulated beforehand. Cllr O Bierley has permission to accept electoral papers on behalf of residents. It was decided to advertise that the forms should be taken to the Clerk before 27th March who would then deliver them to Cllr O Bierley. Cllr A Lawrence reported that there was a budget meeting last night which was approved so the Council Tax bills will soon be issued.

5. County Councillors Report Ref 23/34

Cllr T Smith advised that the Council Tax budget had been approved.

Cllr T Smith thanked Cllr P Wilks for his help looking at roads and pavements. It is likely that some of the jobs for the roads are on this month's job list completed before the end of the financial year. He has raised multiple areas of pavements that require repair. Residents should be encouraged to report issues with pavements and should be done via the clerk who will collate them and pass onto either Cllr Smith or Cllr Bierley.

6. To approve the minutes of the Parish Council Meetings held on 7th February 2023. Ref 23/35

With the amendment of item 23/25 to read that the figure had not been verified by the clerk, the minutes were accepted as a true record. Proposed by Cllr R Dannatt and seconded by Cllr M Turner. All in favour.

7. Clerks Report Ref 23/36

The clerk advised that the corporate credit card has now been received.

Cllr K Stark emailed to say it was not a good option for her contact to copy the archive documents. The Clerk had made some enquires and suggested that she completes the archive request form and if the documents are accepted she would get them copied by the reproduction team there at the time they are taken. All in favour of this. Cllr M Turner suggested that photos are taken before the documents are handed over.

Mower training for the handyman. The clerk advised that there was still no date for mower training but there was a bush cutter course on 30th March. It is mandatory that he attends this training as per his contract and to comply with Health & Safety regulations. The handyman will be paid for the hours and mileage. Cllr T Bentham proposed that he is booked onto the brush cutter course. This was seconded by Cllr M Turner All in favour. Cllr S North to check with the handyman that he is available before the booking is made.

Cllr R Dannatt agreed to obtain a price for the feeder post for the Christmas lights for the next meeting so a decision could be made as to whether or not it is an option giving that it is only used once a year.

Cllr T Smith will chase a response from LCC on the trees on Caddle Road and Pelham Crescent. Dog sign is organised and will be fitted with the rest.

Clerk requested clarification on the hours to be paid to the handyman and holiday hours. Cllr T Wright to clarify this with the clerk outside the meeting.

Quotes have been obtained for the cutting attachment and extension. Cllr T Wright proposed that we go ahead with the quote of £275. Cllr T Bentham seconded this. All in favour. Clerk to order these items.

It was found that there was a need for further repairs on the mower. The additional spend of £504.57 was proposed by Cllr T Wright. Seconded by Cllr P Wilks. All in favour.

8. Correspondence Ref 23/37

An email from residents of the Manor regarding the leaves on the footpath on Manor Street had been received. Cllr T Wright advised that Council had requested that the clerk write a letter to appeal to all residents community spirit rather than the formal approach of it being reported to WLDC. It was agreed that a social media post be done to advise that footpath clearing is the responsibility of WLDC and for residents to contact them directly.

Cllr S North raised the issue of cut branches on the playing field. Cllr T Bentham agreed that one more load of cuttings could be taken to his house for disposal but after that an alternative solution needed to be found. Cllr R Dannatt proposed that an fenced area is made at the Sports Centre between the containers where brush could be stored prior to disposal. One option for disposal would be to either purchase or hire a wood chipper. Cllr P Wilks seconded this and advised that this work could be completed within a budget of £50. Cllr T Wright proposed that the KSA are consulted before any decisions are made. There was no seconder for this proposal.

A vote was taken on the first proposal - 5 in favour and 3 against so this proposal was accepted.

An email was received from LCC regarding the salt bins and that we would need to break up the salt ourselves. Cllr T Smith advised that LCC are looking into this as there may need to be an amendment in the contract to enable them to be able to do this for us in the future.

Cllr S North proposed a music festival could be organised to raise money. Cllr T Wright advised that there is a lot of work involved in organising one. There was no seconder for this proposal.

A letter had been received from the Councillor Volunteer Scheme advising that the railings round the play area and the bus shelter would be painted spring/early summer under this scheme. They asked if there were facilities available for them to use and the Sports Pavilion was suggested.

A letter has been received from the Arboricultural officer at LCC confirming the previous report on the leaning tree on the playing field.

9. Elections Ref 23/38

Clerk advised that she had some applications forms for the Councillors and intends to keep posting on social media.

10. Review of policies Ref 23/39

The Complaints Procedure & Handling Policy had been circulated beforehand. Cllr T Wright suggested that an additional line be added to say that the Outcomes of the hearing will be sent to the complainant and a report given at the next Parish Council meeting. Cllr T Wright proposed this and Cllr M Turner seconded it. All in favour

11. Reports from external organisations Ref 23/40

- **Sports Association** – Cllr M Turner delivered a Development plan from Keelby Football Club which had been circulated beforehand. It was advised by Cllr T Wright that the concerns raised in 2021 had been addressed and that they were now looking for approval from KPC that they could go ahead. It is a multi-phase plan but this proposal is for the whole plan to be approved. This is proposed by Cllr M Turner and seconded by Cllr T Bentham. A vote was taken – 2 for, 4 against and 3 abstained so this proposal was rejected. Nothing further to report.
- **Community Speed Watch** – Mr Lovatt advised that no sessions had taken place this month and it has now been a year since they started the sessions in the village. He advised that the sign on the lamp post sign opposite Saddle Way had been smashed. This has now been removed. Cllr T Wright shared the figures from the Speed Signs. The report covered 1st January 2023 to 3rd March 2023 the average speed was 31mph and the maximum speed 55mph. An email has been received from Simon Hart giving details of the recent Archer survey on Stallingborough Road starting on 25th January for 7 days. The report showed that they had used the average speed of cars travelling in both directions. Cllr T Wright said that he was disappointed with this as traffic would be slower leaving the village especially after turning out of South Street. Cllr T Wright proposed that the Council write a letter advising of this. This was seconded by Cllr T Bentham. All in favour
- **Village Hall** – 1 club had moved to the Chapel but there was still good support
- **Library & Youth Club** – There has been a problem with the boiler in the Youth Club which LCC are replacing. There is a meeting on the 8th to do the annual check of the building. Both are well supported.
- **Allotments** – Cllr S North not present

12. Financial Matters Ref 23/41

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| Multimedia | Broadband | £43.91 |
| Wave | Water charges Allotments | £57.82 |
| Wave | Water charges Cemetery | £26.84 |
| Village Hall | Donation | £3113.00 |
| Keelby Sports Association | Donation for decking | £4320.00 |
| Keelby Sports Association | Ramp for container | £600.00 |
| Lives | Donation | £80.00 |
| Zurich Municipal | Mower insurance | £358.29 |
| Salaries | | £509.12 |
| Caistor Farm & Garden Machinery | Mower service/repairs | £1898.10 |

The schedule of payments had been previously circulated. These have been checked by Cllr H Davidson. The payments were proposed by Cllr H Davidson and seconded by Cllr M Turner. All in favour

Cllr S Knight shared information on the background on why the Alice South charity had been set up to help the poor and needy in the village. The documents confirmed that the Parish Trust (now called the Parish Council) oversee the Charity and appoint Trustees every 4 years. Cllr T Wright proposed that the 2 current Trustees Cllr S Knight and Mr P Briggs be ratified as Trustees for 4 years commencing today. This was seconded by Cllr R Dannatt. All in favour. Cllr T Wright requested that a quarterly report is done to the Council by the Trustees to give a overview of the finances. Cllr T Bentham thought this should be done annually which was agreed. The Clerk will verify the amount owed to the charity from Parish Council funds before the next meeting.

The Asset register is still to be completed. Cllr S Knight asked Cllr P Wilks and Cllr R Dannatt for a list of all the machinery both in the container and building at the Cemetery and asked for it to be noted which items are for disposal. Serial numbers and photographs of the items should be included where possible. Cllr T Wright has passed the KSA asset list to the Chairman.

13. Planning applications Ref 23/42

Application 146169 to be returned with no comments

14. Parish Matters Ref 23/43

- **Play area & Old Tennis Courts Renovations**

Nothing to report

- **Benches** – There is still 1 bench to be fitted near the shops

- **Emergency plan** – Cllr T Wright has circulated the plan but received no comments back from Councillors. Cllr T Bentham proposed that this version of the plan should be accepted. Seconded by Cllr H Davidson. 7 were in favour of this and 1 against. Cllr T Wright said that there were still areas of the plan that were not finalised and needed more detail.

- **Chafer Grub treatment** – as this needs to be done in March - Clerk to arrange.

- **Request to use the Village Green for Christmas fun run** – It was resolved to accept this request

15. Neighbourhood Plan Update 23/44 – Cllr T Wright advised that the external assessor will report back to us on the 16th March

16. Agenda items for the next meeting Ref 23/45

- Parking outside the Church

- Summary of costs following the inspection of Sports Pavilion

17. Date and time of next meeting Ref 23/46

Tuesday 4th April 2023 at 19:00 in the Village Hall

Meeting closed at 21:12