

Minutes of the Annual Keelby Parish Council Meeting

Held in the Village Hall on Tuesday 7th October 2025 commencing 7:00pm.

Those Present: Councillors T Wright (Chair), M Turner, R Bedwell, K Beedham, T Benthams, E Darwood, R Dannatt, and M Soar

In Attendance: Cllr Bean, Cllr, Bierley. 2 members of the public were present.

- 1. To receive apologies and reasons for absence – Ref 25/144 – Cllr A Lawrence**
- 2. To receive dispensations and 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 interest - Ref 25/145 - none**
- 3. Public Question Time – Ref 25/146**
- 4. County Councillor's Report - Ref 25/147**

Cllr Bean advised that he is still waiting for a response from the tree officer at West Lindsey regarding the trees on Riby Road, a reply is due by 27th October. Cllr Bean asked for clarification on the ownership of the verge on South Street where the self-set trees are located. This verge is the responsibility of Highways so Cllr Bean to ask if the verge can be cut back to the fence line so that we can maintain it. Cllr Bean will also ask if LCC will remove the self-set trees. Cllr Wright asked if all the newly surfaced roads are going to be topped to seal in the gravel. Cllr Bean advised that he was under the impression that all the roads should have this top dressing. Cllr Bean to follow this up. It was also mentioned that the lines and cats' eyes have not been replaced after the resurfacing of Stallingborough Road. Cllr Bean to follow this up. Cllr Bean is still following up on the clearance of the drains. Cllr Bean advised that some residents had contacted him regarding the parking around the junction of Cissplatt Lane. Cllr Wright advised that a mirror is being fitted at this junction and as Highways have visited the site on a couple of occasions and said that in their opinion there were no issues with the parking there is no need for Cllr Bean to action this further.

5. District Councillor's Report - Ref 25/148

The report from Cllr Bierley had previously been circulated. Cllr Bierley advised that West Lindsey District Council's new chief executive Paul Burkinshaw has started and in time he will be conducting ward tours. Cllr Bierley highlighted the Warm Home grant scheme which is a government backed scheme which families on a low income can claim for energy saving improvements. Cllr Bierley is hoping to get the latest village newsletter out before the Village Hall open Day on 1st November. If anyone wants an article in the next issue of the village newsletter to contact him straight away.

6. Councillor vacancies/ Co-option of councillor – Ref 25/149

Council voted unanimously to Co-opt James Cowie onto the council. The acknowledgment form was signed, and Mr Cowie joined the meeting as a councillor.

7. To approve the minutes of the Parish Council Meetings held on 2nd September 2025 - Ref 25/150

It was noted that the price for the pollarding of the tree on the village green was agreed for £600 but on the payment schedule it states £720. The difference is the VAT on the price. In future it will be made clear if the price is net of VAT or inclusive. The draft minutes stated that there were no members of the council present which should have read no members of the public present, but this has been corrected on the minutes to be signed.

8. Clerk's Report – Ref 25/151

Clerk advised that the memorial testing has been completed at the cemetery. 3 stones have been found to be unsafe and have been laid down. The clerk has written to the memorial stone owners who have all either died or moved from the address we have on record. The clerk advised that she had obtained a quote for the repairs which was £304+VAT for each stone. It was resolved that the clerk would write to the one who has responded to say the owner has passed away to advise them that the memorial stone is going to be left laying down. There is nothing we can do about notifying relatives for the other two who have moved, and we have no forwarding addresses.

The refurbishment of the Cenotaph has been completed, and a lot of positive comments have been received regarding it.

We have been advised that we can apply for a 1-ton bag of salt. It was resolved to apply for this and get it delivered to the compound at the KSA. Cllr Wright will also check the existing salt bins and report any that are empty.

Two requests have been received for burials at Keelby from people who are not residents. At present our policy does not accommodate such requests. It is thought that an update of our policy is required and will be covered in agenda item 10.

The handle of the mower at the cemetery has broken again and our handyman is struggling to use it. It was resolved to try and get a complete replacement handle for it. Cllr Turner to investigate this. Cllr Wright advised that the company who maintains the ride on mower has advised that this mower may also need to be replaced soon.

The handyman has been approached asking if we want the hedge removing from the corner of the cemetery. It was resolved to take the resident up on this kind offer.

Clerk advised that she has met with the farmer regarding the dead tree removal at the KSA. The tree is too large for them to remove so they are getting further advice.

9. Re-allocation of councillor's duties - Ref 25/152

Cllr Cowie agreed to take on responsibility of the allotments. All in favour

10. Approve updated cemetery policy – Ref 25/153

It was resolved to accept the change to the policy regarding to include the reservation of cremated remains plots as discussed at the last meeting. Cllr Wright suggested that section 3.1 should also be reviewed considering the recent requests from non-residents. It was proposed and seconded that the following wording should be included. a) Those whose home address, at the time of their death, was in Keelby or had moved away to receive health care. b) those whose home address, at the time of their death, was not in Keelby but who have proof of residency in Keelby of 10 years or more within the last 20 years before their death, or have a close relative already interred or ashes buried in Keelby Cemetery. c) At the discretion of the Parish Council, other non-residents may be interred or have ashes buried; these will be considered on a case-by-case basis. A vote was taken 8 for and 1 abstained.

It was proposed and seconded to re-instate the charge for non-residents to £900, increase the interment fees for residents to £600 and remove the 'Interment of cremated remains in a new full-size grave' charge in the policy. A vote was taken 8 for and 1 abstained. Cllr Turner noted that paragraph 2.7 should also be updated as the water supply is now on the left-hand side.

The 2 requests that we have received will now fall into the b) category.

11. Financial Matters – Ref 25/154

The payment schedule was checked by Cllr T Bentham. It was **resolved** to approve the payments.

Cllr T Wright signed as Chair

Invoice Date	Supplier	Description	Cost	Bank Payee
31/07/25	Groundboss	Grass cutting July	£144.00	
31/08/285	Groundboss	Grass cutting August	£144.00	
02/09/25	Mrs Peacock	Donation to pensioner's party	£250.00	
02/09/25	E-on Next	Electricity charges August	£9.76	
05/09/25	Playsafety Ltd	Annual park inspection	£254.40	
11/09/25	Cloud Next	Annual email hosting	£119.98	
15/09/25	Cloud Next	Gov.uk domain renewal	£60.00	
15/09/25	Society of Local Council Clerks	Membership	£150.00	
16/09/25	Lincolnshire Memorials Ltd	Safety inspections of memorials	£1598.40	
22/09/25	A&L Machinery Ltd	Repairs to Toro mower	£140.00	
29/09/25	Lincolnshire Tree Services	Pollarding of cherry tree	£720.00	
30/09/25	Staff costs	September	£1362.22	
02/10/25	E-on Next	Electricity charges September	£9.45	
01/10/25	Fuel Genie	Fuel for September	£52.19	
05/09/25	North Lincs Tyres	Puncture repair	£35.00	
30/09/25	Groundboss	Grass cutting September	£144.00	
06/10/25	Lincolnshire Memorials Ltd	Cleaning & repair of cenotaph	£1935.74	

- Quarterly bank reconciliation – this was checked and signed by Cllr Beedham
- Asset register review – still ongoing
- Angel Gowns grant application – it was proposed and seconded to provide a grant of £450 to angel gowns to cover the storage items and tables that they need. Angel gowns to provide their constitution. A vote was taken 6 in favour 2 abstained. Receipts for their expenditure must be provided to the council.
- Consider repair of memorial stones – covered previously

12. Parish Matters - Ref 25/155

- **Public Seating area on village green** – Cllr Turner reported that still only 1 quote had been received. Once the prices have been finalised, it is planned to apply for grants to cover the costs. Cllr Darwood suggested that a listening bench may be a nice feature.
- **Alice South Charity** – To be deferred to the next meeting. Clerk to forward to councillors all emails and information she has
- **Poppy display and remembrance service** – it was resolved to purchase an extra 25 lamppost poppies along with the wreath. This will enable us to place poppies down Mill Lane and Pelham Crescent so that all the entrances to the village are covered. It is hoped that these will be covered by our usual donation of £100 in addition to the wreath.
- **RoSPA report** – Cllr Wright has prepared a summarised reviews and an action plan for repairs which has been previously shared. There are still some work to be done on the shrinkage on the surface but other work is minimal.
- **Solar lighting for play park** – Clerk had investigated different options for lighting. It was decided to reply to the resident and advise that this isn't on our list of projects at the current time.
- **Basketball net** – Cllr Wright had obtained some prices for additional nets due to the high costs involved in lowering the existing one. These costs are mainly due to the fact that lifting machinery is required. Cllr Dannatt advised that he will try and get this sorted at a lower cost.
- **Roxton Practice Update** – the update had previously been shared with councillors for information. This update to be shared on Facebook.
- **Street Food event** – Cllr Beedham had been to Caistor food event and spoken to the organiser. There were some stalls there that were interested in coming to Keelby. It was hoped to run an event in the first week of each month to start in the spring. Some of the stalls were interested in coming to the Santa run in December.

13. To receive reports from external organisations - Ref 25/156

- **Sports Association** – A meeting was held on 27th September, and discussions took place regarding moving items from the boiler room. Cllr Turner asked about the Health & Safety manual. Cllr Dannatt reported that the certificates for the gas, the emergency lighting have been received and alarm checks have been done. The work to the bin store is scheduled for next week along with repairs to the water tank. Cllr Dannatt said that there were no signs that PAT testing had been done by the KSA.
- **Village Hall** – Cllr Bentham reported that the meeting is next week.
- **Library & Youth Club** – Cllr Beedham reported that the fire door signage has been done.

14. Correspondence - Ref 25/157

An email has been received asking if the hedge could be cut on the village green. Clerk had obtained a quote which was £640+VAT. The contractor had advised that there wasn't room to get a tractor in so would have to be done by hand. Cllr Bentham to make further enquiries. The self-set cherry tree also needs to be removed.

An email has been received regarding the drainage which is being followed up by Cllr Bean. Litter picking – a resident has asked to borrow some litter picking equipment.

An email has been received regarding an update on the trees on Windsor Close. The clerk had circulated some photos of the hedge which has been cut back to clear the path although the trees still overhang at a higher level. The councillors agreed that it now looked tidy, and the path was clear so there is nothing further that they can do regarding this.

Cllr Bentham had received a complaint from a resident regarding dog fouling in the village and mainly on the footpath behind the new development. Unfortunately, it is a problem in the village but there is little that we can do to police it.

15. Planning applications and decisions received, update on ongoing applications – Ref 25/158

Regarding the parking restrictions outside the church. Further photos have been received which have been sent to WLDC who have put them on file.

Planning application WL/2025/00898 there were no comments to make on this.

16. Items for consideration at the next meeting – Ref 25/159

Alice South

17. Date and time of next meeting - Ref 25/160

Tuesday 4th November at 19:00 in the Village Hall.

The meeting closed at 21:03