



**Minutes of Witham St Hughs Parish Council meeting held on Wednesday 16th November 2022
at 7.30pm at the village hall.**

<https://witham-st-hughs.parish.lincolnshire.gov.uk/>

Present Cllr Danny Bell - Vice Chairman, Cllr Spencer Hall, Cllr Charlie Strickland & Cllr Derek Fletcher.

4 members of the public

District Councillor Peter Overton.

Cllr Overton made comment that grants are still available for various projects from the District Council. The Council are still aiming to be Net Zero by 2030.

Apologies were received from Cllr Marianne Overton

Cllr Overton & members of the public left the meeting at 7.25pm.

Agenda Items

1. Welcome and Apologies.

The Vice Chair welcome everyone to the meeting.

Apologies were received from Cllr Harrison & Cllr Winsor; it was **Resolved** to accept the reason for absence & the apology. All agreed – show of hands.

In the absence of the Chair, Cllr Bell chaired the meeting.

2. TO RECEIVE DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011 AND OUTLINED IN THE COUNCILS CODE OF CONDUCT – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interest and any written requests for dispensations.

None

3. Health & Safety brief.

a. The Clerk made comment that the audit had been received rated as 'Low risk'.

b. The annual costing for the Health & Safety advisor is £600 this includes all reports & risk assessments during the year. After discussions it was **Resolved** to approve the costing. All agreed – show of hands.

4. Notes of the Parish Council meeting held on Tuesday 18th October 2022 to be approved as minutes.

It was **Resolved** to accept the notes as minutes – all agreed by a show of hands, signed by the Chairman.

5. Notes of the Extra-ordinary Parish Council meeting held on Saturday 22nd October 2022 to be approved as minutes.

It was **Resolved** to approve the notes as minutes – all agreed by a show of hands, signed by the Chairman.

6. Clerks Update & Correspondence, and to Resolve to approve any subsequent actions.

The Clerk made comment that the field behind the hall was still under the responsibility of the VEC, a handover meeting was still required once the field had been cleared of the bonfire ash.

The recruitment poster for a new parish councillor has been sent to the distributor, due out second week in December.

Strawsons Holdings have agreed to pay for Juniper Park to be included in the quarterly inspections by Kompan, invoice has been sent for their contribution.

PAT testing has been carried out – no faults highlighted.

7. Finance

- a. To Authorise the signing of orders for payment, list previously circulated.

It was **Resolved** to accept the list of payments – All Agreed, show of hands

- b. To receive the Bank Reconciliation as at 31.10.2022

The bank reconciliation as at 31.10.2022 was presented to council, showing the accounts balanced – signed by Cllr Hall.

- c. To approve the purchase of 3 extra bins for the village.

The clerk made comment that the 2 bins on the patio were broken, and the litter picker had requested that a new bin be installed along Camp Road/Ravens View turning.

North Kesteven District Council would install the one along Camp Road and add to the emptying round.

It was **Resolve** to approve the quote of £680.88 + VAT to purchase the new bins. – All agreed, show of hands.

- d. To agree to accept the new rolling contract for the Urban Highway Grass cutting on behalf of Lincolnshire County Council from April 2023.

The clerk made comment that LCC would be implementing a rolling contract for the grass cutting with either party able to cancel, giving 2 months' notice. After discussion it was **Resolved** to accept the new contract. All agreed, show of hands. Clerk to advise.

8. Allotments

- a. To Resolve to appoint members to the Allotment Committee.

After discussions it was **Resolved** to appoint Vicky Trotter & Electra Pearce to the Allotment Committee. – All agreed, show of hands.

- b. To consider the revised Allotment Plot fees for the year 2024/2025

The Allotment committee proposed the following fees with effect from 01.04.2024

Half plot £ 25

Full plot £45

Deposit £60

After discussions it was **Resolved** to approve the proposal – All agreed, show of hands.

9. To review the following policies.

- a. Pay Policy

- b. Anti-fraud & Corruption Policy

After discussions it was **Resolved** to review the policies, amendments were made to both policies, revised copies to be added to the website. All agreed, show of hands.

Action Clerk.

10. To agree costs to repair the play equipment at Oak Tree/Hedge Lane Park.

Deferred to the next meeting – awaiting further quotes.

Action Clerk.

11. Village Hall Extension – to agree to engage Lindum Construction under the Scape Regional Construction Framework.

After discussions it was **Resolved** to engage Lindum Construction with the first stage of framework process. All agreed, show of hands.

The Clerk made comment that for preliminary plans to be drawn up Lindum's would like a 'wish' list of what is required for the new hall.

Action All Councillors.

12. Planning – to consider the following planning applications.

a. Application Reference: 22/1478/RESM Proposal:

Application for the approval of reserved matters for 187 dwellings (cells 1a, 1b and 1c) comprising details of appearance, landscaping, layout, and scale pursuant to Outline Planning Permission 15/1347/OUT - Erection of up to 1,100 dwellings and 150 care/retirement units (C2/C3), the formation of a roundabout to Camp Road, A46 junction improvement works, public open spaces and associated service infrastructure (outline with means of access) (Erection of 187 Dwellings)

Location: Witham St Hughs Phase Iii Cells 1A, 1B And 1C East of Camp Road and North of Hannah Crescent Witham St Hugh's LN6 9GD

After discussions it was **Resolved** to submit the following comments – All agreed, show of hands.

“The Parish Council note that there appears to be several incidental pockets of grass planting around plots and on the periphery of the site, it is not evident from the landscaping proposals who will be responsible long term.

Where these are alongside properties, we need to see plans which clearly show where they fall under the responsibility of the respective homeowner.

In reference to green areas adjacent plot numbers 111 and 123 where this adjoins the 40m buffer from A46; along with green spaces shown adjacent plots 101, 139, and 138 we do not believe that the areas form part of the overall s106 agreement hectarage for the Phase and need to understand if there will an ongoing maintenance plan in place with appropriate responsibility identified.

There does appear to be several trees planned near to, and in between narrow strips adjacent to parking spaces, we have concerns that these will cause issues long term. Would also need to see that they would again fall under the responsibility of the respective homeowner.

We agree with the comments from the tree officer that the tree species are of a limited mix and would prefer to see a broader mix with biodiversity.

We have concerns relating to visitor parking which on some of the side streets, where access is needed to driveways, that there is limited space for other cars to park.

As with all cells in Phase 3 we would recommend the developer engaging with the Parish Council to understand open spaces, and our long-term requirements”

b. Planning Application Reference: 22/1518/DISCON Proposal:

Application to discharge condition 27 (details of outdoor playing fields) re planning permission 15/1347/OUT (Erection of up to 1,100 dwellings and 150 care/retirement units (C2/C3), the formation of a roundabout to Camp Road, A46 junction improvement works, public open spaces and associated service infrastructure (outline with means of access)

Location: Witham St Hughs Phase III East of Camp Road and North of Hannah Crescent Witham St Hugh's Lincolnshire LN6 9GD.

After discussions it was **Resolved** to submit the following comments – All agreed, show of hands.

“The Parish Council are not experts in drainage and topography and would refer to District Council for their attention and advise.

We would just ask for assurances that when we are expected to adopt the playing fields that they are fit for purpose with no drainage issues as previously experienced.”

c. Open Spaces update within cell 6 Avant Homes.

The Clerk made comment that, further to the meeting held between the parish council and Avant Homes, the Open Spaces within Cell 6 had not been determined. The boundaries or the access to maintain the hedges were still unclear. North Kesteven Planning Dept are to facilitate a meeting between all parties to discuss the open spaces.

*9pm – It was **Resolved** to suspend Standing Orders to allow the meeting to continue to consider the remaining items on the agenda – All agreed, show of hands.*

13. Remembrance Day Service Update.

Cllr Winsor made comment that the service had been a success.

Thanks were passed onto Cllr Winsor for organising the service, thanks were also passed onto the volunteers who served refreshments afterwards.

14. To review the village hall, hire fees and Terms & Conditions.

After discussions it was **Resolved** to increase the hall hire fees w.e.f 01.04.2023 to

Small Hall £10 phr

Large Hall £12 phr

Both Halls £18 phr

All agreed – show of hands.

15. DATE AND TIME OF NEXT MEETING.

Parish Council Meeting Tuesday 20th December 2022 at 7.00pm

Signed

Print

Date

Meeting closed 9.20pm

The Parish Council will then **Resolved** to move into closed session.

Items of a confidential nature to be debated in the absence of the press and public under the Public Bodies (Admission to Meetings) Act 1960.