

CAYTHORPE AND FRIESTON PARISH COUNCIL

MEETING NUMBER 4

MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 9th November 2022

Present:

Councillors: Fritzsche (Chairman), Crawley, Roberts, Allen, Spackman, Sandy, Graham & Milne

There were 3 members of the public

Clerk: Mrs D Manderfield

Item 1 – Apologies for absence

Councillors: Lee, Betts, Hall. Cllrs Maughan & Linforth had informed the clerk that they may be late and joined the meeting later

Item 2 – Declaration of Interests under the Local Government Act

Cllr Crawley expressed a declaration of interest as a committee member of the Playing Field Committee

Item 3 –**Approval of Minutes of meeting number 3 held on 28th September 2022**

It was **Resolved** to accept the minutes as a true record of events. They were signed by the chairman, Cllr Fritzsche

Approval of Minutes of the Finance Committee meeting on 4th October 2022

It was **Resolved** to accept the minutes as a true record of events. They were signed by the chairman, Cllr Fritzsche

Item 4 – Parish Clerk's Update on Matters Arising Since Last Meeting

Church clock: I have tried a number of places to try and acquire a funding grant for electrification of the church clock. I was advised by the Church of England via the Diocese of Lincoln to try the Benefact Trust. I have begun the application form but have been advised by the trust that it could be weeks before we get an answer. In the meantime, a parishioner has come forward and volunteered to wind the clock. The PCC have been in touch with him. We currently have 2 quotes and are waiting on a third. *The clerk added that a third quote had been received, and that a second parishioner had volunteered to help wind the clock in the interim*

Elections: I have been advised by SKDC to add £1600 to the budget in the event that the Parish is held as a stand alone election and is contested.

EROB: The Form of Assignment that was voted on at the last meeting has been sent to the parishioners, this will need to be completed before the PC can make the refund agreed

Insurance: The estimated reinstatement value of the war memorial has been reduced to £100,000. I am checking with Gallagher how this will affect our insurance for next year. *The clerk added that the reinstatement assessments for the buildings had been received. The Village Hall increased by 108% and the Hammond Pavillion 145%*

Action: Clerk

Item 5 - Financial Matters

5.1 Authorisation of BACS/Cheque payments.

Councillors considered the list, previously circulated, and **Resolved** to accept the payments
Please see Appendix A below

5.2 Review and Approval of CFPC accounts

Councillors considered the bank reconciliations and the management accounts, previously circulated, and **Resolved** to approve both reports
Please see Appendix B below for management accounts

5.3 Update from Finance committee Chair

Cllr Fritzsche updated the Councillors on the outcome of the Finance Committee meeting on 4.10.22 see finance committee meeting minutes for details

5.4 Clerks Appraisal

After ascertaining from LALC the understanding of the wording of the clerks contract of employment and the chairman carrying out the clerks appraisal, it was **Resolved** to increase the clerks pay scale by 1 point to SCP 13. This will be paid retrospectively from 1.6.22. *The clerk added that the 22/23 NJC pay scales had recently been published and that this would be paid retrospectively from 1.4.22. a balancing payment will be made in the November and December pay run. LALC had replied to the interpretation of the clerks contract, but this was not understood by the chairman and requires further information*

5.5 Proposed Budget 2023/24

The chairman had previously distributed a paper to all councillors and explained that as the budget stood, and to complete all the projects required by the council would mean utilising a substantial amount of our reserves. However, he did explain that grants for some of the projects were being sourced. Cllr Fritzsche went on to explain that the Parish Council were required to resolve this issue at the January meeting.

5.6 Proposed Precept 2023/24

The chairman had previously distributed a paper to all councillors and reminded them that it was recommended by the Finance Committee at the recent meeting that the precept be raised by 5%. This would result in an increase of £3.23 per household and an increase to the precept of £1758.42. Cllr Fritzsche went on to explain that the Parish Council were required to resolve this issue at the January meeting.

5.7 Burial Ground Terms & Conditions – EROB Refunds – amendment to wording on the certificate

After discussion it was **Resolved** to offer refunds of 75% of the amount paid. The clerk pointed out that change of ownership will only be legal after Form of Assignment had been completed and that only at this point can a refund be made. The EROB certificate will be amended to add the caveat: *'If the individual named on this certificate wishes to reassign the plot covered by this EROB back to Caythorpe & Frieston Parish Council, a Form of Assignment will need to be completed by the owner prior to Caythorpe & Frieston Parish Council refunding the full amount paid less 25% for administration costs'*

Action: Clerk

5.8 Fireworks

This is an ongoing issue. There will be no decision made until all facts are known to the council. Cllr Crawley did point out that the social club have historically provided refreshments, and that this would need to be clarified.

Cllrs Maughan and Linforth joined the meeting

Item 6 Registers

6.1 Risk Register – this was distributed previously.

After amendments, and updating on the website, It was **Resolved** to approve this document

6.2 Maintenance Register – this was distributed previously and reviewed.

After amendments It was **Resolved** to approve this document

Item 7 - Project Register Update

7.1 Neighbourhood Plan

Please see full update below

It was **Resolved** that this project is ongoing

Action: JA

7.2 EV Charging Points

This will be discussed at the next meeting when the budget is Resolved.

7.3 Ownership of The Village Hall

It was **Resolved** that this project is ongoing, Cllr Spackman to contact Chattertons for expedition

Action: DS

7.4 Glebe Field

Cllr Milne reported that SKDC were waiting for the appointment of a new enforcement officer before the questions of well capping and prior planning could be addressed.

This project is on hold

7.5 Frieston Path

LCC have now added this area to their annual strimming program and will be cut 3 times a year. This project is now closed

7.6 Firework Display

There will be no decision made as to whether this project is viable until all facts are known

7.7 Sunrise Club Bench

The bench has been ordered and a delivery date of 22nd November suggested. Cllr Fritzsche will confirm with the supplier *(Now delivered)*

Action: NF

7.8 BESS

Cllr Maughan reported that he had spoken recently with the fire chief and was assured that all involved had received training and that the community risk management plan identified such structures. *(Letter now received from the Fire Chief)*

7.9 Footpath Frieston Upper Green

It was also discussed and determined that a footpath around Frieston Green was not viable. Cllr Graham agreed to feed back this information to the parishioner concerned.

Item 8 - New Proposals.

8.1 Village Hall Grant

There was much discussion surrounding this proposal and comments made by a member of the public during the open forum were also considered. The year-end accounts from the Village Hall Committee were discussed. It was **Resolved** that the grant of £3500 be awarded

Action: Clerk

8.2 Playing Field Grant

The year end accounts had not been presented to the PC so this proposal will be postponed until the next meeting. Cllr Crawley to present the audited accounts to the PC prior to the next meeting

Action:AC

8.3 Election

As 2023 is an election year and there are new councillors currently sitting on the Parish Council Cllr Fritzsche explained the procedure. If more than 11 applicants an election will take place, if 11 or less apply there will be no contest and people may need to be co-opted. The clerk will obtain packages for the councillors and any prospective candidates.

Item 9 – The Parish Environment

9.1 Frieston Path – Letters

It was **Resolved** that Cllr Graham would write to all residents that border Frieston Path and request that they cut any overhanging vegetation. These will be delivered in March. Help was proffered to any residents who may be incapable for any reason.

Action: AG

9.2 Other Planning Issues

There were no additional planning issues

9.3 Report from Cllr Spackman – Planning Committee Chair

Applications to be determined.

S22/1622 2 Hall Farm Barns , Church Lane, Caythorpe

Additional first floor internally within the existing barn space. Replacement of existing two storey old timber extension on the north elevation with new single storey entrance. The erection of solar panels on separate adjustable frame to be located in the open area of land to the north

Status Pending consideration - No objection from the PC

S22/1911 Denver House, 10 Frieston Green.

Repair and draught seal 6 original vertical sliding sash window frames, renew the sliding casements to pattern and fit 12mm slimline double-glazed units

Status Pending consideration - No objection from the PC

S22/2042 65 High Street Caythorpe Lincolnshire NG32 3DP

Repair and draught seal 6 original vertical sliding sash window frames, renew the sliding casements to pattern and fit 12mm slimline double-glazed units

Status Pending consideration - No objection from the PC

Applications approved since last report.

S22/1217 Land Adjoining 9 Waterloo Road Caythorpe.

2 x 5 bed properties and barn conversion - Approved conditionally

S22/1389 Craggs Farm , 29 Church Lane, Caythorpe, Lincolnshire, NG32 3DU

(Hard and Soft Landscaping Details), and 7 (Sustainable Building Measures) of S21/2135 (Erection of 1(no) 3-bed self-build dwelling) Status Approved RESERVED BY CONDITION

Applications refused since last report.

S19/2107 Land at side of St Vincent's House, Old Lincoln Rd –

Application. Erection of a single dwelling Status – Appeal dismissed .

Other matters to discuss -

Mid UK

LCC will sanction an independent noise report TBC – ? update required

There were additional reports of noise disturbance . September 2022. Simon Pattison from Mid UK agreed to further investigate, but his initial response suggested they thought had resolved this with cladding !

Item 10 - Neighbourhood Plan – Report by Cllr Allen

The plan has now completed its 6 week public consultation, and I have received the following from Jake Horton, SKDC planning officer for neighbourhood plans.

Email from Jake Horton:

Dear Jean

Just an update to say that Andrew has formally began examination the Caythorpe and Frieston Neighbourhood Plan.

I have attached the proposed timetable, of which we are looking to be in receipt of the final examination report before Christmas.

Andrew will be conducting his visit next week, but as mentioned – this will be unaccompanied.

My next correspondence will be the clarification note in which Andrew will be asking several questions around the Neighbourhood Plan in which SKDC & The Neighbourhood Plan group will need to respond too.

Finally, the comments to the consultation will be uploaded onto the Caythorpe and Frieston Neighbourhood Plan page on Friday.

Caythorpe & Frieston NDP Proposed Timetable

w/b 31 October

Background reading

w/b 7 November

Visit to the neighbourhood area

Preparation of the clarification note

w/b 14 November

Preparation of elements unaffected by the clarification note

w/b 21 November

Preparation of elements unaffected by the clarification note

w/b 28 November

Receipt of answers to the questions in the clarification note and completion of the report

w/b 5 December

SKDC and the Parish Council to fact check the report

w/b 12 December

Despatch of final examination report

Andrew Ashcroft Independent Examiner

31 October 2022

The responses have been put on the SKDC website, as promised. Most are either 'No comment' or a generic reply. See: [Caythorpe and Frieston Development Plan \(southkesteven.gov.uk\)](https://www.southkesteven.gov.uk) drop-down menu accessed under 'Responses'.

There are 2 which may require alterations to the NP:

Forestry Commission. They haven't read the plan but their generic response might suggest to the examiner that we need to be more specific about the tree planting programme. "Any planting considered by the plan should require healthy resilient tree stock to minimise the risk of pests and diseases and maximise its climate change resilience, a robust management plan should also be put in place."

SKDC have responded with a lot of minor alterations/corrections, which should, I feel have been dealt with in their previous long drawn out reviews of the NP. The only significant change requested/suggested refers to the ridge and furrow field behind Millfield Crescent, LGS7, which they feel does not meet the criteria of a Local Green Space. We will have to wait to see what the examiner thinks about it.

Item 11 - Community Safety.

In July there were 6 reports of 'violence & sexual offences' and 2 'other' crimes reported

Meeting number 4-11/22

In August there were 5 reports of 'violence & sexual offences'
In September there have been no crimes reported

Item 12 – Community Activities by Portfolio Councillor – the following are reports written by the individual councillors.

12.1 Report by Cllr Crawley

12.1.1 Litter Picking and the Big Clean

The litter picker employed by the Council continues to assist in keeping the villages clean.

The Big Clean team will be attending the village w/c 28/11/22. If anyone would like them to target a specific area, then please let me know.

12.1.2 Environmental Sustainability

The replacement trees planted around the battery storage facility on Caythorpe Heath Lane that have died as a result of lack of water – I have been in touch with the company responsible regarding planting of further replacement trees and am awaiting a reply regarding when this will take place. Many of the trees around the site have taken and are establishing.

About 30 new trees have today been planted along the A607, down Love Lane, and on Frieston Lower Green and the footpath between Frieston Lower Green and Hough Road. These are native trees that have been raised by me and local residents and were planted with valuable assistance from Steve Atkins. I also took the opportunity to clear the footpath between Frieston Lower Green and Hough Road with the new brush cutter which worked well.

I have ordered and received 50 new tree stakes that will be used for staking of trees planted around the villages.

There is no progress regarding Air Source Heating, PV Panels and Battery Storage at the Playing Field pavilion or the Village Hall.

A decision on the possible provision of electric vehicle charging points from Lincolnshire County Council is still awaited.

Sites for new tree planting are sought as I have a number of trees that have been raised by myself and volunteers that currently have no destination.

Playing Fields

The last DASH raised £750 for the playing field. The next event will be on 26th March 2023.

I have successfully applied for 150 trees from a charity to supplement those already planted around the storage containers and screening the rear of the playing field from the A607. These are due to be delivered in December and I will appeal for volunteers to assist in planting nearer the time.

Meeting number 4-11/22

12.2 Report by Cllr Hall

Finance report £42,139 balance and £67 to be kept as a float.

Still awaiting approval for PC grant – details of accounts/balance sheet sent to Parish clerk on 27/10/22 following last PC meeting, which needs to be agreed on tonight

New Village Hall logo sign. Currently looking for a firm to produce a sign for the front of the VH

Breakfasts November much better attended than October – takings for Oct £250.85. Nov's breakfast total not provided as yet. Next one booked for 4th December

Back to the 80's quiz 12th November

Pantomime Alice in Wonderland booked for December

Scouts now a regular booking

12.3 Report by Cllr Fritzsche**News & Views Update November 2022**

The main event we have supported financially is the Gala and we have also purchased sweets for our distributors ready for Christmas, as without them we wouldn't be able to do what we do! Our contribution to the Gala went towards providing the entertainment for the day.

We are currently running a Quiz Night purely to raise funds for the Gala. I am very conscious that sponsorship may be hard to source next year and with increased paper costs for News & Views, we may not be able to contribute as much financially. When the editorial team works, it work with all of their village hats on, N&V, Gala, Playing Field and Village Hall and the next event we have coming up is an 80's Disco mid January (proceeds of which will be split between the VH and Gala and a Sequel to our 80's Quiz Night in February as there is just too much good stuff in the 80's to cram into 1 night!!

Our circulation is static at between 1100-1200 copies a month and as mentioned previously, due to increasing paper costs, we may reduce the paper quality slightly (from the current 130gsm Gloss to 115gsm Silk) to enable us to keep costs static for our advertisers as much as we are able. We will be looking at paper samples first to ensure the quality is high enough and have been told it's not a huge quality difference but will save some cost.

Advertising is doing well and advertisers come to us rather than us going out to find companies to support the magazine.

12.4 Report by Cllr Graham

Number 1 bus

The timeliness of the Number 1 bus, specifically the 07.51 service, was raised with Stagecoach and it was requested that they monitor it themselves. It was reported back that the service was on average 9 mins late getting to Caythorpe and 17 mins late getting to Grantham bus station. This issue was '...forwarded to our commercial team for further review on this service'. This was on the 29th of September and we await a response.

Frieston Path

I see the Frieston Path is on the agenda, but I've not got an update on this in advance of the meeting, other than to say that the path has been added back on to the LCC maintenance plan and will be trimmed three times a year going forwards. That is for the ground level plants though, not the overhanging vegetation. We will need to decide what to do in advance of next spring/summer when the vegetation will grow back.

12.5 Report by Cllr Sandy

Now that the Sherwood Centre is not needed by the sunshine club and has been standing unused for months but maintained and inspected regularly by SKDC and we have pressure on local housing, we asked our councillor, Mrs Penny Milnes, to come and meet Andy and me there so she could see what a great waste of building it is and asked her to find out if SKDC would convert it into Sheltered housing. Also, we showed her the dilapidated SKDC garages next to it and asked her to find out what can be done with them and also why work has stopped on the Eastcliffe square project to provide a new parking area. All that has happened is that the garages were demolished, and the rubbish removed and fenced off. This has resulted in creating a secure rubbish dump!

Again nothing has been done for months. We look round the Burial Ground every week, the water tank tap was vandalised, repairs are in hand, we are considering just having an open top tank to dip vessels into, because the tap is often broken off.

12.6 Report by Cllr Lee

Nothing to Report, there have been no complaints or requests

12.7 Report by Cllr Betts

I have no new updates to report in respect of highways other than I have chased Lincolnshire Highways for dates of repairing Arnhem Drive and have also raised a couple of defects which have become apparent on the new stretch of road which was laid last year at the bottom of Gorse Hill Lane. If anyone else has seen any other road defects on the roads you live on or surrounding, let me know and I will raise repair tasks on fixmystreet.com.

I have chased Galaxy Fireworks and Rave Fireworks (Lincolnshire Based) for proposals for an organised display on Saturday 4th Nov or Sunday 5th Nov 2023. Once I have both proposals, I will share in a revised proposal paper hopefully which the core event and other aspects and revenue / income fully costed

12.8 Report by Cllr Linforth

Nothing to Report

12.9 Report by Cllr Roberts

Nothing to Report

Item 13 - Items of Urgent Business

There were no items of urgent business

Item 14 - Arrangements for Next Meeting

The next Parish Council Meeting Number 5 of 2022/23

will be held on Wednesday 11th January 2023 commencing at 7.30 p.m. in the village hall.

Open Forum

There were 3 members of the public present at the meeting:

The first expressed concerns around the cost of out sourcing a firework display for the village next year, and whether this would be paid for by increasing the precept. Cllr Fritzsche responded that although he had advertised in News & Views there had been no response for volunteers to organise a firework display. As Cllr Betts was not present, any decision would be delayed.

The second parishioner pointed out that there were to be elections next year and that any budget and project decisions made by the council now would be carried over and implemented by the new council voted in in May. He expressed a concern that not all village committees were so transparent when it came to sharing information with the Parish Council. Cllr Fritzsche responded that the PC have representatives on all village committees and that the full council have access to all year end accounts.

The third member of the public agreed with the first and continued by questioning the ethics behind spending public money on a firework display that maybe not the whole parish agreed with. He also questioned the quotes being expensive. Cllr Crawley responded that after some research he may have found cheaper alternatives and that he had been in contact with Fulbeck PC suggesting a joint venture.

Report from Penny Milne - SKDC

Cllr Milne gave the following report at the end of the public forum. Cllr Milne then left before the meeting proper.

The Glebe Field:

I was expecting an update today following a further visit by enforcement. I will update you when I receive that comment.

Eastfield Garages:

I have no further update – the situation is as it was in July. Priorities.

Planning:

Please feel free to engage with me over any planning issues you may have and well done an achieving the Neighbourhood Plan.

SKDC Planning:

The Council have a 5.22 year land supply – the requirement is 5 years. Good position. Gypsy and Traveller land supply is still an issue and can compromise decision making on planning applications. As part of the LP review a call for sites and a needs assessment has been carried out but no details are available as yet.

S20/0094 The Shoot. This very contentious application is eventually to be heard by the planning committee, after 2.5 years, with possible recommendation for approval - on Thursday 17 November. Caythorpe and Frieston PC objected to the proposal for 150 days residents along the Stragglethorpe Road are affected by noise. As the application is not in your parish you cannot speak as a parish council but can register to speak as an objector – as a member of the public!!

This will be at the discretion of the Chairman. Normally the advice would be to group up and all 5 PC's in ward objected. Stubton PC is currently not operational ... hopefully reset on 15 November; Hough PC has all new councillors since reset 2 November; Fulbeck PC?; Fenton Meeting is the main player.. Chair Dave Rawlins and Celia Derbyshire for the residents. Please liaise with me if someone wishes to attend.

There is great concern that an increase to 150 days from 50 days will impact residents amenity as there is many years experience of noise issues; concerns that the condition may not be robust enough to allow for curtailment of noise or valid complaint to the operator. I will not be sitting on the committee but speaking as ward councillor.

The LP is under review and consultation on policies will start in February/March 2023. The PC will be consulted. Currently Caythorpe is classed as a larger village where development can be supported subject to site and other criteria in the spatial policies SP1, SP2, SP3, SP4 Large solar farms are still being applied for – the debate being between local impact, food security and clean energy security.

Any planning issues of interest you would like to raise tonight?

Dog Fouling

Signs and stickers: Neighbourhoods, Mark Clark, will contact the person who takes this on – let me know contact detail or contact him direct.

Litter Bins: SKDC will not empty new litter bins. SK may have some spare bins. Need to be joint litter and dog poo – stickers available from SK – Mark Clark.

Any further questions?

{Electronically signed}

D Manderfield

Parish Clerk

Meeting number 4-11/22

Appendix A

Invoice Date	Invoice Number	To Whom	Particulars of Payment	Total Amount
14-Sep-22	1487	Brian Wills	empty dog bins & cut church grass	142
04-Sep-22	6465	Westgate Printers	printing News & Views May, June, July, august, september from N&V Account	3865
15-Sep-22	300922	D Manderfield	Clerks Expenses	18.81
23-Sep-22	LMD-351862	Lawnmowers Direct	Brushcutter	415
19-Oct-22	311022	P&L Leeds	N&V Expenses oct, nov & CHOCLates for distributors	230
10-Oct-22	1489	Brian Wills	empty 26 dog bins	117
05-Oct-22	42650	British Hardwood Tree Nursery	50 tree stakes	126
19-Oct-22	email	Groundwork UK	unspent grant funding refunded	1078.33
30-Sep-22		Unity Bank	bank Charges	18
21-Oct-22	311022	D Manderfield	Clerks Expenses	18.81

Appendix B

Caythorpe & Frieston Management Accounts as at 30.10.22

	Actual 2021/22	Budget 22/23	Actual for Period	Forecast	Variance to Budget £
INCOME					
Precept	30039.00	31971.00	31971.20		
News & Views	8674.07	9000.00	4336.77		
Miscellaneous/Donations	1339.06	30.00	2415.62		
Allotment	225.70	226.00	225.70		
Burial ground	2300.00	2000.00	550.00		
SKDC Community Cleanin	926.64	927.00	463.32		
Neighbourhood Plan	7669.00	0.00	0.00		
Community Fund	0.00	0.00	5000.00	5000.00	5000.00
VAT Reclaim	1538.04	1521.07	1521.07		
TOTAL income	52711.51	45675.07	46483.68	5000.00	5000.00
					0.00
Revenue Expenditure					0.00
Burial grounds	3371.06	3900.00	2480.00		
News & Views	6228.77	6452.00	6887.69		
News & Views Expenses	0.00	300.00	552.80		
Allotments	800.00	1026.00	225.70		
Audit	200.00	300.00	300.00		
Staff salaries	7498.62	10945.00	4394.52		
Election costs	0.00	0.00			
Maintenance	3265.93	2234.00	1631.90		
Street Cleaning	1004.28	951.00	432.90		
VH grant	3500.00	3500.00	0.00		
PF grant	3500.00	3500.00	0.00		
S137 Expenditure	425.50		0.00		
S111 Associated Power		100.00	0.00		
Insurance	2578.84	3000.00	0.00	1200.00	1200.00
LALC & SLCC	714.48	490.00	50.00		
Tel,post, stat etc	483.28	470.00	226.25		
PWLB loan	0.00				
Bank Charges		144.00	72.00		
Mole Control	650.00	325.00	0.00		
Defibrillator Pads		1160.00	1030.00		
Church Clock	0.00	140.00	140.00		
Misc					
Sub Total	34220.76	38937.00	18423.76	1200.00	1200.00
					0.00

Capital Expenditure					0.00
Chattertons Legal Costs	100.00	900.00	0.00		
Neighbourhood Plan	6485.89	500.00	1078.33	1078.33	1078.33
Tree Work	5100.00	1750.00	348.00	975.00	975.00
New Trees Planting	301.00	-71.00	126.00	154.00	154.00
Frieston Bench	578.61	0.00			
Conifer Tree		150.00	0.00		
Queens platinum Jubilee	1078.00	1000.00	0.00	0.00	-1000.00
Queens platinum Jubilee (funded)		9725.00	5953.53		
Christmas Trees, lights & holders		550.00	0.00		
Bus Shelter		4500.00	0.00	0.00	-4500.00
Beacon Repairs		1000.00	0.00	0.00	-1000.00
EV Charges		2000.00	0.00	0.00	-2000.00
Replacement Noticeboards		750.00	0.00	0.00	-750.00
Sub Total	13643.50	22754.00	7505.86	2207.33	-7042.67
TOTAL expenditure	47864.26	61691.00	26642.31	3407.33	-5842.67
SURPLUS/(LOSS)	4847.25	-16015.93	19841.37	1592.67	10842.67
Reserves		13338.02	49195.32	30946.62	
Month Number			3.00		
vat to be reclaimed in 22/23		712.69			