

# Kirkby La Thorpe Parish Council

Minutes for Ordinary Parish Council Meeting held on 27 August 2024 at 7.00 PM

Location: Longwater Stadium, Eslaforde Park, Boston Road, Sleaford, NG34 9GH

## MINUTES

Welcome and open the meeting.

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The meeting was opened by the Chair at 7.02pm.

- Present: Cllrs Phil White (Chair), Andy Parker, Angela Bailey, Wendy McConnell, Ken Hanslip; Dermot Daly (Clerk); No members of the public.

**062/24** To receive and approve any apologies for absence.

- It was noted that Mickey Glithero was absent.

**063/24** To receive disclosures of interests from Councillors on matters at this meeting.

- None.

**064/24** To agree the co-option to the position of Councillor for the casual vacancy and complete relevant documents.

- No applicants; there remains a casual vacancy.

**065/24** To suspend Standing Orders and allow for Parishioner Questions and Observations.

- No members of the public were present.

## **MEETINGS**

**066/24** To approve the Minutes for the Parish Council meeting held on 17th June 2024.

- It was RESOLVED unanimously to approve the Minutes as circulated.

## **FINANCE**

**067/24** To present the period accounts and sign the bank reconciliation.

- There was a question on the imbalance of the current account figure reported in respect of the bank statement figure – the Clerk clarified that the August HMRC PAYE figure had been paid but had not hit the bank statement at time of printing.

- There was a question about emergency payment for replacement laptop - the old laptop, purchased 7 years ago for £380 had run out of storage and was running very slow; the Clerk had contacted the Chair for emergency approval and purchased a replacement for £280. The item will be brought to the next meeting for explicit approval by Council.

- The accounts were unanimously accepted as circulated.

**068/24** To present and approve the accounts for payment, including 25% of the SLCC membership.

- There was a question about the PlaySafety safety check report that appears to have been sub-standard. There is at least one item that has been copied from the previous year, about kite flying signage. Payment will be held pending satisfactory response to challenge.

- It was RESOLVED unanimously that everything else can be paid.

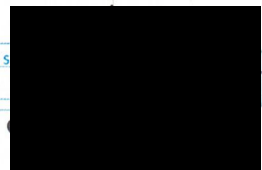
## **POLICY & PROCESS**

**069/24** To approve the Terms of Reference for the Staffing Committee and the members of that Committee.

- It was RESOLVED unanimously to approve the Terms of Reference of the Staffing Committee.

- It was RESOLVED that the committee members will be Cllrs Andy Parker, Angela Bailey, and Ken Hanslip.

Authorising Signatory  
Name: \_\_\_\_\_ Date: \_\_\_\_\_





- 070/24** Review and agree the current asset list.
- The Clerk clarified that each asset has two values, one is the original purchase value (or £1 if donated or purchase value unknown) and the other is the insurance replacement value).
  - The Clerk reported a previous request to estimate the fence replacement for the Play Park would be around £5,000 plus removal of old fencing/posts, fitting of new fencing, and gates at around £500 each. The Chair is to obtain a quote to compare/check the estimate (for 186 metres of fencing).
  - It was RESOLVED that the Clerk is to review the asset list and suggest replacement values as separate column to be presented to subsequent meeting for discussion and approval.

**GENERAL**

- 071/24** To agree to the terms for the transfer of the two public defibrillators to Sleaford SHOCK and remove the items from the Asset List.
- It was RESOLVED unanimously to transfer the two defibrillators on Church Lane and Mount Lane to Sleaford SHOCK.
- 072/24** To discuss and agree what response if any to make to the Minerals and Waste Local Plan consultation.
- It was RESOLVED unanimously to make no comment.
- 073/24** To agree replacement of two waste bins either side of the A17 bridge.
- The Council believe that the bins are not owned by the Council and date back to when the lay-bys were bus stops, and that they belong to the County Highways.
  - It was RESOLVED unanimously that the County Highways should be contacted as to whether they are to replace/repair the bins, as requested by the District Council waste collection service.
- 074/24** To discuss and agree steps in creating a Biodiversity plan, policy, or statement.
- It was RESOLVED for the Clerk to locate examples and circulate/present to subsequent meeting.
- 075/24** To discuss and agree whether to pursue a Rural England Prosperity Fund grant to create a village nature reserve.
- It was RESOLVED that there is no land available so the idea is not an option currently.
- 076/24** To provide an update, discuss, and agree actions relating to local flooding issues.
- It was RESOLVED that Cllr Phil White complete the list of landowners to contact by using land registry checks by 19th September.
  - It was RESOLVED that the Clerk to write to landowners to ask them to ensure dykes are kept clear in the area to the North of the village. The letter should be polite and explain the flooding issues, causes, and recommendations to avoid future overspill of surface runoff into the sewer system.
  - Cllr Phil White left meeting at 8.26pm; Vice Chair Andy Parker took over as Chair of the meeting.
  - It was RESOLVED that the Clerk contact Anglian Water for update on the actions agreed at the site meeting.
  - It was RESOLVED that the Clerk chase NKDC regarding an investigation of whether the old ditch had been culverted under access to new houses.

Authori  
Name: \_\_\_\_\_ Date: \_\_\_\_\_



077/24

To review the annual safety report for the Mount Lane play area and agree any repairs and other works.

- It was RESOLVED unanimously for Cllr Angela Bailey to seek a quote for the following actions raised for review at a subsequent meeting...  
*contacts for*
- Problem with gate latch – need to tighten.
- Gate hinge locking pins to be fitted.
- Jet wash of play equipment.
- Top soil to build up the embankment under slide to cover the supports.
- Swing crossbar: sand back and re-paint.
- Install the two benches and noticeboard including postcrete.
  
- Approval of a handyman to be on the next agenda.
- Training: update the previous action to allow multiple councillors to attend online training up to the value previously agreed at the last meeting.
  
- No kite flying sign was in place – the Clerk to check with PlaySafety whether it was in wrong location.
- The Clerk to arrange with grounds maintenance contractor to address the ivy, etc. on either side of entrance.
  
- There might be a desire to apply for a grant for new play equipment and outdoor gym equipment.  
– agenda item on the next meeting to discuss.

#### NEXT MEETING

078/24

To note further agenda items and arrangements for the next meeting(s) (currently planned for 16th September 2024 and 18th November 2024).

- It was RESOLVED unanimously to set the next three meeting dates as 21st October (including budget draft), 2nd December (including budget finalisation), and 20th January (including precept approval).
- Co-option; PlaySafety report result; asset list insurance value review; update on bins replacement/repair; Biodiversity policy example review; flooding issues update; quotes for handyman work; update on safety check training.

Meeting Close

- There being no further business the meeting was closed at 9.14pm.

Authorising  
Name: \_\_\_\_\_ Date: \_\_\_\_\_

