



Pinchbeck Parish Council

Minutes of the Parish Council meeting held 19:30hrs, Monday, 29 April 2024, at Pinchbeck Community Hub & Library

Present: Cllr James Avery (chair), Cllr Emma Beavis, Cllr Audrey Gregory, Cllr Sam Jeffery, Cllr Terry Moore, Cllr Peter Ruysen, Cllr Ann Savage, Cllr Ben Sear, Cllr John Smith, Cllr Phil Tweddell, District & County Cllr Sneath, Mr Robert Smith (clerk), two members of the public.

Absent: Cllr Lynne Andrew, Cllr Andy Chamberlain, Cllr Geoff Garner, Cllr Dean Roizer, Cllr Oliver Wood.

Unless otherwise stated actions are to be undertaken by the clerk.

- 24.062. Apologies for absence were received from Cllr Andrew, Cllr Garner, Cllr Wood.
- 24.063. There were no declarations of disclosable interests, nor requests for dispensation.
- 24.064. Members of the public made the following representations.
01. On behalf of the Pinchbeck Community Land Trust (CLT), Mr Stuart Wright proposed setting up a youth club to be held monthly at the Pinchbeck Community Hub & Library, ready for the summer holidays. CLT had £5k available to kick start a programme through the YMCA. The community would then take over the club after training. It was envisaged that there would be two age groups: 8 -11 years 5pm to 6.30pm; 12-14 years 6.30pm to 8pm. It was hoped that use of the hub could be provided by the Parish Council free of charge for an initial period. Also, space made available for a storage container.
 02. The idea received general approval from councillors. It was **resolved** that Cllr Smith would involve himself with the Community Land Trust's working group in putting together a formal proposal and implementation plan for further consideration by the Parish Council.
- 24.065. It was **resolved** to approve the minutes of the Parish Council meeting held 25 March 2024.
- 24.066. Chairman's report.
01. Thanks were given to Cllr Tweddell for putting up new 30mph and 40mph signs.
 02. Thanks were given to Cllr Smith for sourcing a UK Shared Prosperity Fund (UKSPF) GRASSroots grant of £21,515.10 for the improvement of the Community Hub & Library.
- 24.067. Clerk's report / matters arising not on the agenda.
01. Planning comments had been submitted to SHDC, as resolved.
 02. Information on the Parish Council's website had been updated.
 03. The precept for 2024-25 had been received.
 04. The final quarter VAT claim for year to 31 March 2023 had been submitted.
 05. The clerk was attending remote cemetery training on 30/04/2024 and 01/05/2024.
 06. Invitations to access the Council's new email addresses had been sent out to all members. It was important that all councillors set up and use these addresses for Council business. Any councillors having problems with the new addresses to contact the clerk.
 07. Works for the installation of new fire alarm sounder for the back room were pending.
 08. The fitting of the defibrillator outside the hub and library was awaiting landlord's approval from LCC (Lincolnshire County Council) Corporate Property Team.
 09. Permission from LCC for the installation of the Barbara Camps memorial bench had been received.
 10. LCC had confirmed that they would be remarking the car park.
 11. LCC had agreed a specification for repainting and renovation of the outside of the hub. This was now going out for tender and likely to be actioned around June 2024.
 12. Cllr Beavis reported:
 - i. South Holland Parish Voluntary Car Service was seeking much needed volunteer drivers.
 - ii. The Village Hall Committee was seeking clarification about Parish Council representatives.

It was **resolved** to appoint Cllr Avery and Cllr Beavis as the Council's representatives on the Committee. One vacancy for Parish Council representative remained.

24.068. Financial matters.

01. It was **resolved** to approve the March 2024 bank reconciliation and bank transactions (see appendix 1)
02. It was **resolved** to approve payments to 29 April 2024 (see appendix 2).
03. It was **resolved** approve the accounts for the y/e 31 March 2024.
04. It was **resolved** that the dates for the exercise of public rights were to be from 3 June to 12 July 2024.
05. It was **resolved** to approve the Council's Annual Investment Strategy 2024-25, as recommended by the Finance Committee, and to resolve to open new bank accounts with The Unity Trust Bank and the Co-operative Bank.
06. It was **resolved** to add an earmarked reserve of £77,434.45 to the budget for unspent S106 receipts. This was for the provision of new or additional facilities for community, sports, leisure, recreation uses and/or open space in the parish of Pinchbeck, to be spent by 2031-32.

24.069. Correspondence.

01. It was noted that the Outer Dowsing Offshore Wind Project's application for a Development Consent Order had been accepted.
02. Regarding a resident's request in connection with land once owned by the Parish Council, it was resolved that the Council would make no comment.
03. A poster on Police Cadet recruitment would be published on the Council's website.
04. Information on the neighbourhood policing teams (NPTs) accessible plans was noted. A link to Lincolnshire Police's Neighbourhood Newsletters was available on the Council's website under Parish Information.
05. It was resolved for the chairman to reply to a letter of complaint about the Parish Precept level, in which the chairman would address inaccurate statements.
06. It was **resolved** for Cllr Smith to attend the Police Engagement Session on Tuesday 2nd July 2024 on behalf of the Parish Council.
07. A poster about Public Consultation on National Grid's Eastern Green Link would be published on the Council's website.
08. A poster promoting LCC Roads Survey ending 3 May 2024 was noted. Several councillors had submitted individual responses.
09. A D-Day commemoration service would be held at the War Memorial, 7pm Thursday 6 June 2024. The chairman would be attending and laying a wreath on behalf of the Parish Council.

24.070. Planning applications.

01. H14-0366-24: Rear of Egmond, Glenside South, PE11 3NP. Details of boundary treatments. It was **resolved** to support the proposals as appropriate for the application.
02. H14-0350-24: 7 Spalding Road, PE11 3UD. Works to Trees in Pinchbeck Conservation Area. It was **resolved** to support the application as required works.
03. H14-0325-24: Land East of Surfleet Road. Details of written scheme of archaeological investigation. It was **resolved** to support the proposals as appropriate.
04. H14-0328-24: West End Lodge, 88 Knight Street, PE11 3RB. Details of window frames. It was **resolved** to support the proposals as in keeping with the application.
05. H14-0314-24: Edina, Fengate Road, PE11 3NE. Proposed single storey side extension. It was **resolved** to support the proposals as in keeping with the street scene.
06. H14-0303-24: The Anglia Business Centre, Mill Green Road, PE11 3PU. Details of external lighting & external CCTV cameras. It was **resolved** to make no comment.
07. H14-0291-24: Cecil Francis Business Park, Bear Lane, PE11 3XA. Amendments to bedroom 1 roof. It was **resolved** to support the proposals as in keeping with the application.
08. H14-0292-24: 14 Viceroy Drive, PE11 3TS. Single storey rear extension, garage conversion, front porch alterations & internal alterations. It was **resolved** to support the application as in keeping with the street scene.

- 24.071. The Council noted the following South Holland Planning decisions.
01. H14-0341-24: Pinchbeck Hall, Knight Street, PE11 3RB. Works to Trees in Pinchbeck Conservation Area. Approved.
- 24.072. Highways matters
01. Cllr Sear raised a feasibility study on the 'Spalding to Pinchbeck (*sic*) Active Travel Scheme' which had been received under a freedom of information request from LCC. The County Council had previously been awarded £1.8m to improve the cycle corridor between Pinchbeck and Spalding as part of the Active Travel Fund. Councillors expressed their disappointment at what was thought to be a very poor report. It was **resolved** for the chairman to contact LCC on behalf of the Parish Council about the matter. Cllr Sneath would be submitting her own comments, as would the Spalding Action Cycle Group.
 02. Cllr Sear proposed the installation of bicycle racks on Knight Street beside Bee Fresh Flowers. Some issues were brought up relating to businesses being able to load/unload near the premises. The matter was to be raised by the chairman at the next meeting with LCC Highways.
 03. Individual Reports downloaded from the Parish's Speed Indication Devices (SIDs) were circulated. Indications were that 30% of traffic passing the devices were not adhering to the speed limit. This confidential data was to be collated and feedback given at the next meeting with LCC Highways. A modification had been made to the SID at Six House Bank which was expected to fix previous problems with this device.
 04. The required road closure to connect the entrance to the new Blue Gowt Lane Cemetery to the Highway could not occur until 09 September 2024, due to other works on the highway. This would put back the completion of the cemetery by about two and a half months. The contractor would be producing a new plan of works.
- 24.073. Committees
01. Open Spaces & Assets Committee
 - i. The minutes of the last committee meeting were noted.
 - ii. It was **resolved** to authorise the clerk to increase the working hours of the outside operative to allow for weekly routine play equipment inspections.
 - iii. It was **resolved** to ratify tree works on the Glebe Field @ £2,607.25.
 02. Community Hub & Library Committee
 - i. The minutes of the last committee meeting were noted.
 - ii. It was **resolved** to amend item 2.2 of the Committee's Terms of Reference to read: "The Parish Council may appoint up to one named non-council member onto the committee with voting rights. Any other non-council member co-opted by the Parish Council onto the Committee will not have voting rights."
 - iii. It was **resolved** to appoint Cllr Sneath as a co-opted member of the committee with voting rights.
 - iv. For reasons of hygiene and public safety, it was **resolved** to ratify a policy of only allowing support dogs inside the hub and library, with no dogs being allowed in the kitchen.
 - v. It was **resolved** to delegate to Cllr Smith in conjunction with the clerk, expenditure for works of up to £21,515.10 for the improvement of the hub and library, as provided for by the UK Shared Prosperity Fund (UKSPF) GRASSroots grant.
- 24.074. It was **resolved** to adopt a Parish Council Safeguarding Policy as circulated. This was to be sent out to councillors for acceptance and signature.
- 24.075. It was **resolved** to subscribe to Parish Online Mapping @ £252.00 + VAT p.a.
- 24.076. It was **resolved** that the Annual Parish Council meeting was to be held in the Community Hub & Library, 19.30hrs Monday, 20 May 2024. Cllr Beavis and Cllr Tweddell gave their apologies as they would be unable to attend.
- 24.077. It was **resolved** to move into closed session on the grounds of confidentiality in accordance with the Public Bodies (Admission to Meetings) Act 1960 s.1(2).
- 21:20 hrs Two members of the public and Cllr Sneath left the meeting.**
- 24.078. Quotes received.
01. Cllr Ruysen would source an alternative quote to that provided by LCC for 30 mph signs.

- 02. It was **resolved** to approve works for the renovation of the Cherry Holt Lane Cemetery gate and railings @ £6,350.83 plus VAT.
- 03. It was **resolved** to approve works for the renovation and replacement of the Council's outside benches @ £4,012.50 plus VAT.
- 04. It was **resolved** to issue works to seed the grass at the Cherry Holt Lane Cemetery within budgeted amounts.
- 24.079. The clerk informed councillors about a recent verbal complaint received about outside work undertaken by Parish Council staff. An account of the incident was being written up.
- 24.080. Parish Council land
 - 01. A presentation by Pinchbeck United Football Club had been arranged for the 24 June 2024 Parish Council meeting.
 - 02. It was **resolved** to approve a Maples Solicitors LLP search with Anglian Water for adopted sewers in the vicinity of the War Memorial @ ~£33.00 to assist with Land Registration.
- 24.081. It was **resolved** to implement new staff pay rates as previously budgeted.

The chairman closed the meeting at 21:40 hrs.

Appendix 1

**PINCHBECK PARISH COUNCIL
BANK RECONCILIATION**

Month Ending:

31 March 2024

Prepared by: Robert Smith
Clerk

Date: 24/04/2024

Balance per bank statements as at 31 March 2024

		Balance	Total
Community	4238	£ 104,948.39	
Library	1517	£ 61,427.62	
Capital Receipts	1857	£ 204,692.68	
Savings	4246	£ 10,659.54	
Community	7251	£ 1,770.00	
			<hr/>
			£ 383,498.23

Less unbanked payments at 31 March 2024:

£ -

Add unbanked cash at 31 March 2024:

£ -

TOTAL - NET BALANCES AS AT 31 March 2024

£ 383,498.23

CASH BOOK (receipts and payments schedules)

Opening Balance:	£ 408,967.18
Add: Receipts in the month	£ 36,016.24
Less: Payments in the month	£ 61,485.19

CLOSING BALANCE PER CASH BOOK AS AT 31 March 2024

£ 383,498.23

Payments & Receipts March 2024

Date	Acct	Type	Description	Amount
Payments				
01/03/24	4238	Direct Debit	BETTER WASTE HT64QCZ DDR□	-£ 54.24
04/03/24	4238	Direct Debit	BRITISH TELECOM VP42223770Q03501 DDR□	-£ 306.84
07/03/24	1517	Bill Payment	EASTERN SHIRES PUR 1005850 BBP□	-£ 910.07
07/03/24	4238	Bill Payment	SSE ENERGY SUPPLY 8700064300 BBP□	-£ 475.47
07/03/24	4238	Bill Payment	LINCOLNSHIRE ASSOC 14605 BBP□	-£ 30.00
07/03/24	4238	Bill Payment	WEST YORKSHIRE PEN P30104 BBP□	-£ 1,013.34
07/03/24	4238	Bill Payment	UK SAFETY MANAGEME INV. 963768 BBP□	-£ 203.98
07/03/24	4238	Bill Payment	MCLAREN TREE SERVI INV. 397717 BBP□	-£ 3,360.00
07/03/24	4238	Bill Payment	GUNNS + ROSES LTD INV. GAR-0929 BBP□	-£ 18,371.78
07/03/24	4238	Bill Payment	ANGLIAN WATER BUSI 88889050751 BBP□	-£ 164.77
07/03/24	4238	Bill Payment	ANGLIAN WATER BUSI 88889050751 BBP□	-£ 173.77
07/03/24	4238	Bill Payment	ROBERT DOUGHTY CON INV. 14154 BBP□	-£ 840.00
07/03/24	4238	Direct Debit	BCARD COMMERCIAL 5312141024566287 DDR□	-£ 20.98
15/03/24	4238	Bill Payment	UKSAFETY STORE 166996 BBP□	-£ 11.70
15/03/24	4238	Bill Payment	WICKSTEED LEISURE PINC01 INV. 824329 BB	-£ 57.42
18/03/24	4238	Direct Debit	INTUIT LIMITED 0001WLFDF3Q9-00RU DD	-£ 45.60
21/03/24	4238	Bill Payment	GUNNS + ROSES LTD CERT. 18-03-24 BBP□	-£ 21,055.50
25/03/24	1517	Direct Debit	BCARD COMMERCIAL 5476761029463487 DDR□	-£ 44.69
27/03/24	4238	Bill Payment	Staff Salaries	-£ 4,710.58
27/03/24	4238	Bill Payment	HMRC PAYE/NIC SHIP 475PC001051662412 BBP	-£ 4,277.98
27/03/24	4238	Bill Payment	WEST YORKSHIRE PEN PINCHBECKPC P30104 BB	-£ 1,013.34
27/03/24	4238	Bill Payment	ROBERT MICHAEL COL EXPENSES BBP□	-£ 134.80
27/03/24	4238	Bill Payment	GREENWICH LEISURE SI-273480 BBP□	-£ 13.13
27/03/24	4238	Bill Payment	LINCOLNSHIRE ASSOC PINCHBEC 14479 BBP□	-£ 1,013.66
27/03/24	4238	Bill Payment	EASTERN SHIRES PUR 116283/001 7266996 BB	-£ 58.50
27/03/24	4238	Bill Payment	STARBOARD SYSTEMS INV. 5574 BBP□	-£ 1,784.40
27/03/24	4238	Bill Payment	LINCOLNSHIRE ASSOC 14668 BBP□	-£ 188.00
27/03/24	4238	Bill Payment	D + R SIMMONS LTD PINC01 INV 828 BBP□	-£ 207.60
27/03/24	4238	Bill Payment	RENTOKIL INITIAL U Z0040894 35031864 BBP	-£ 206.75
27/03/24	4238	Bill Payment	EASTERN SHIRES PUR 1005850 G1274706 BBP□	-£ 736.30
Total payments				-£ 61,485.19
Receipts				
01/03/24	4238	Counter Credit	PPLA- LINCOLSHIRE 23-24 166 BGC□	£ 120.00
04/03/24	4246	Credit Payment	INTEREST PAID GROSS EOR PERIOD 4DEC/ 3MAR	£ 36.86
04/03/24	4246	Credit Payment	INTEREST PAID GROSS EOR PERIOD 4DEC/ 3MAR	£ 765.50
12/03/24	4238	Counter Credit	PINCHBECK UNITED L GLEBE FIELD BGC□	£ 275.00
19/03/24	4238	Counter Credit	HMRC VTR XTV126000100085 BGC□	£ 33,978.88
25/03/24	4238	Counter Credit	PINCHBECK UNITED L GLEBE FIELD BGC□	£ 750.00
28/03/24	4238	Counter Credit	PPLA- LINCOLSHIRE 23-24 191 BGC□	£ 90.00
Total receipts				£ 36,016.24
Total payments				-£ 61,485.19
Net receipts				-£ 25,468.95

**PINCHBECK PARISH COUNCIL
PAYMENTS 2024 -2025**

Accounts for payment to 29 April 2024

Payee	Detail	Invoice	Type	Net £	VAT £	Total £
South Holland District Council	CHL Cemetery Council Rates	70137451	BP	605.16	-	605.16
Staff	Staff Salaries	45383	BP	4,692.94	-	4,692.94
WYPF	April Pension Contributions	WYPFApr2	BP	1,056.69	-	1,056.69
ESPO	First Aid Kit	7277335	BP	17.30	3.46	20.76
LALC	Internal Audit	14689	BP	320.00	64.00	384.00
South Lincs Plant Hire	Strimmer Service	361485	BP	38.70	7.74	46.44
Black Sluice IDB	Land Drainage Rates	30-2904-8	BP	1,526.79	-	1,526.79
Intuit	Quickbooks Subscription	905703	DD	38.00	7.60	45.60
Test Meter Group	Legionella Temperature Kit	141437	B/card	102.95	20.59	123.54
nPower	Street Lighting	10122137	BP	25.99	1.30	27.29
Wave Water	CHL Cemetery Water Charges	13389676	BP	17.36	-	17.36
Microsoft	Office 365 Subscription x2	806759	B/card	20.60	4.12	24.72
Wave Water	Hub & Library Water Charges	13403002	BP	128.99	-	128.99
WeFixAny	Removal of excess water piping	45394	BP	195.00	39.00	234.00
Timothy the Mole Catcher	Mole catching at CHL Cemetery	4154	BP	164.50	-	164.50
Better Waste	CHL Cemetery Waste Bin Collection	149577	DD	45.20	9.04	54.24
Welland & Deepings IDB	Land Drainage Rates	20-0679-9	BP	1,100.44	-	1,100.44
Robert Collingwood Smith	Travel Expenses	RS240429	BP	85.50	-	85.50
Total				10,182.11	156.85	10,338.96