



Pinchbeck Parish Council

Minutes of the Parish Council meeting held 19:30hrs, Monday, 20 May 2024, at Pinchbeck Community Hub & Library

Present: Cllr Lynne Andrew, Cllr James Avery (chairman), Cllr Emma Beavis, Cllr Geoff Garner, Cllr Audrey Gregory, Cllr Terry Moore, Cllr Dean Roizer, Cllr Peter Ruysen, Cllr Ann Savage, Cllr John Smith, Cllr Oliver Wood, District & County Cllr Sneath, Mr Robert Smith (clerk), 33 members of the public.

Absent: Cllr Andy Chamberlain, Cllr Sam Jeffery, Cllr Ben Sear, Cllr Phil Tweddell.

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

24.082. It was **resolved** to elect Cllr Avery as chairman for the year. Cllr Avery signed his acceptance of office.

24.083. It was **resolved** to elect Cllr Savage as vice-chair for the year. Cllr Savage signed her acceptance of office.

24.084. Apologies for absence were received from Cllr Chamberlain, Cllr Jeffery, Cllr Sear, Cllr Tweddell, District Cllr Slade.

24.085. There were no declarations of disclosable interests, nor requests for dispensation.

24.086. Members of the public made the following representations.

01. Objection to planning Application H14-0088-24: Marriott Farm, Black Hole Drove, West Pinchbeck, PE11 3QL. Change of use from domestic dwelling to children's residential home.

There were around 20 members of the public present who wished the Parish Council to object to the planning application on grounds that included:

- The unsuitability of the development in what was an isolated location.
- Highways safety.
- Sustainability.
- Impact on the community and locality.
- Lack of community benefit.
- Public safety.

The chairman stated that the Council would consider the matter later in the meeting.

02. Around ten members of the public present wished the Parish Council to support the campaign to extend the 30mph zone to the whole of Six House Bank.

Cllr Moore reported that he had just received notification that this request, also supported by the Parish Council, had been accepted by the County Council and the extension of the 30mph would be implemented.

03. A request was made to replace the Parish Council's Speed Indicator Device (SID) on Six House Bank. This had been out of commission for a significant period since its installation.

Cllr Moore reported that the device had recently been given a software modification, which had temporarily resolved the problem. The manufacturers had been recontacted and a further modification was required which would be implemented along with the replacement of the SID's batteries. If this did not resolve the problem, then the Parish Council would consider replacement.

24.087. The chairman moved agenda item on planning application H14-0088-24 for early discussion.

It was **resolved** for the Parish Council to submit an objection to the application on the grounds discussed. It was delegated for Cllr Savage to collate and draft a response (see appendix 1).

20:15hrs 29 members of the public left the meeting.

24.088. It was **resolved** to approve the minutes of the Parish Council meeting held 29 April 2024.

24.089. Chairman's report.

01. The chairman gave thanks for the support that he had received over the last year from Council members and the clerk and for the confidence expressed in his re-election. He said that he felt privileged to represent the Parish Council as both a member and as chairman and would continue to do so to the best of his ability for the next 12 months.
 02. The chairman reported that given the requirement for the District Council to introduce separate food waste recycling collections, it would be undertaking a survey on the current system and how changes might be implemented.
 03. A letter had been sent to the Herring Lane Bakers thanking them for providing for the Barbara Camps memorial bench.
 04. The chairman had sent a response addressing misapprehensions contained in a letter of complaint about the Parish Precept, as received at the last meeting.
- 24.090. Clerk's report / matters arising not on the agenda.
01. Planning comments had been submitted to the District Council (SHDC), as resolved.
 02. Invitations to access the Council's new email addresses had been sent out to all members. Any councillors having problems with the new addresses to contact the clerk.
 03. Works for the installation of a new fire alarm sounder for the back room were pending.
 04. The fitting of the defibrillator outside the hub and library was awaiting landlord's approval from LCC (Lincolnshire County Council) Corporate Property Team.
 05. As resolved at the last Parish Council meeting, a subscription to Parish Online geospatial mapping had been taken out.
 06. The clerk reported that an urgent safety notice had been received affecting the Parish Council's defibrillators. These were to be checked for faults.
 07. The clerk reported that proposed car park works on Six House Bank had been delayed, due to weather. The contractor stated that works would certainly begin by the end of July 2024.
 08. A meeting with SHDC's dog warden had been requested by the clerk. A review of the parks' rules and renewed signage would await feedback from this meeting.
 09. The new accounting package Scribe was being utilised as from 01 April 2024. Cancellation of the QuickBooks subscription was pending.
 10. Entries onto the new Scribe Cemetery System was due to start later this week.
 11. A PPL/PRS Music Licence had been taken out to cover for public performances in the hub.
 12. After receiving an alternative quote obtained by Cllr Ruysen, LCC had been re-contacted about the supply of 30mph signs and had offered to supply 10 signs free of charge alongside an order of 20 signs @ £20 each. The order was proceeding.
- 24.091. The Council **resolved** to make the following appointments to committees and working parties.
01. Finance Committee: Cllrs Andrew, Avery, Beavis, Chamberlain, Jeffery, Moore, Ruysen, Tweddell.
 02. Personnel Committee: Cllrs Garner, Gregory, Jeffery, Savage, Smith.
 03. Hub & Library Committee: Cllrs Andrew, Beavis, Gregory, Roizer, Sear, Smith. Distr. & Cty Cllr Sneath was co-opted as a voting committee member.
 04. Cemetery Committee: Cllrs Avery, Beavis, Moore, Ruysen, Savage, Wood.
 05. Open Spaces & Assets Committee: Cllrs Avery, Chamberlain, Garner, Moore, Roizer, Ruysen, Savage, Sear, Tweddell, Wood.
 06. Community Speed Watch Working Party: Cllrs Moore, Smith, Tweddell.
- 24.092. The Council **resolved** for the following councillors to be its representatives on outside bodies.
01. Pinchbeck Village Hall Committee: Cllrs Avery, Beavis. One vacancy remaining.
 02. Police Parish Council Engagement: Cllr Smith.
 03. South Holland Voluntary Car Service: Cllr Garner.
- 24.093. Financial matters.
01. It was **resolved** to approve the April 2024 bank reconciliation & cash book (see appendix 2).
 02. It was **resolved** to approve payments to 20 May 2024 (see appendix 3).
 03. It was **resolved** to adopt revised Financial Regulations as circulated with the agenda.

04. It was **resolved** to adopt revised Risk Register as circulated with the agenda.
 05. It was noted that s137 expenditure for y/e 31/03/2024 was within the Parish limit.
 06. It was **resolved** to confirm bank mandates and account signatories.
 07. The final internal auditor's report for y/e 31/03/2024 was received. It was noted that there were no outstanding actions brought to the Council's attention that required further action.
 08. The annual internal audit certificate y/e 31/03/2024 was received.
 09. Considering each statement in turn, it was **resolved** to agree and approve responses to the annual governance statement y/e 31/03/2024. There were no negative responses.
 10. It was **resolved** to approve the annual accounting statements y/e 31/03/2024.
 11. It was **resolved** to approve the bank reconciliation y/e 31/03/2024.
 12. It was **resolved** to approve the explanation of variances y/e 31/03/2024.
 13. It was **resolved** to reappoint LALC as the internal auditor for the financial y/e 31/03/2025.
- 24.094. Correspondence.
01. The chairman would circulate an announcement on dates for upcoming Spalding A16 closures on social media.
 02. A 'Meet the Housing Ombudsman' event hosted by the South Holland Landlord service for tenants and leaseholders was noted {this event has since been postponed}.
- 24.095. Planning applications.
01. H14-0442-24: Northgate Farmhouse, Northgate, PE11 3TB. Demolition & replacement of single storey outbuilding to residential ancillary accommodation. It was **resolved** support the application as appropriate for the location and circumstances.
 02. H14-0439-24: 8 Spalding Road, PE11 3UD. Alteration & refurbishment of stables and new boundary fence. It was **resolved** to support the application as appropriate for the location.
 03. H14-0440-24: 8 Spalding Road, PE11 3UD. Alteration & refurbishment of stables & new boundary fence. Listed building consent. It was **resolved** to support the application as in keeping with the building.
 04. H14-0422-24: 1 Forge Crescent, PE11 3TN. 2- storey extension. It was **resolved** to support the application as in keeping with the street scene.
 05. H14-0411-24: Mayflower Farm, Tydd Road, PE11 3QA. Extension. It was **resolved** to support the application as in keeping with the location.
 06. H14-0392-24: Scania Gb, Wardentree Park. PE11 3ZN. Extension to industrial building. Lawful use certificate. It was **resolved** to support the application as supporting employment.
 07. H14-0385-24: 103 Six House Bank, PE11 3QG. Single storey rear extension. It was **resolved** to support the application as in keeping with the street scene.
- 24.096. The Council noted the following South Holland Planning decisions.
01. H14-0350-24: 7 Spalding Road, PE11 3UD. Tree Works in conservation area. Approved.
 02. H14-0399-24: 58 Church Street, PE11 3YA. Tree works in conservation area. Approved
 03. H14-0256-24: J. O. Sims Ltd, Pudding Lane, PE11 3TJ. Replacement of buildings. Approved.
 04. H14-0252-24: Land East of Surfleet Road. Landscaping condition. Approved.
 05. H14-0224-24: Cecil Francis Ltd. Bear Lane, PE11 3XA. Water disposal condition. Approved.
 06. H14-0221-24: 75 Church Street, PE11 3YA. Lawful Use Certificate. Approved
 07. H14-0223-24: 75 Church Street. PE11 3YA. Modification of opening hours condition. Refused.
 08. H14-0189-24: Land off Crossgate Lane, PE11 3XW. Condition compliance. Approved.
 09. H14-0176-24: 82 Surfleet Road, PE11 3XY. New vehicular access. Approved.
 10. H14-0162-24: Nunnerley House, Leaveslake Drove. Listed building alterations. Approved.
 11. H14-0141-24: Keston Nurseries, Mill Green Road. Condition Compliance. Approved.
 12. H14-0065-24: Anglia Business Centre, Mill Green Road. Continuation. Approved.
 13. H14-0045-24: Rear of Egmond, Glenside South, PE11 3NP. Change of use. Approved.
 14. H14-0016-24: Orchard House, Blue Gowt Drove, PE11 3PX. Continuation. Approved.
 15. H14-1135-23: Land off Bervor Close, Wardentree Lane, PE11 3FZ. Industrial units. Approved.

- 24.097. Highways matters
01. The Community Speed Watch had been active in West Pinchbeck & on Pinchbeck Road.
 02. Data from the Speed Indicator Devices at Northgate and on Surfleet Road was reviewed.
 03. The chairman was chasing for a meeting with LCC Highways.
- 24.098. Open Spaces & Assets Committee matters
01. The minutes of the committee meeting held 13 May 2024 were received.
 02. It was **resolved** to ratify the decision to dispose of the trimmer and knapsack sprayer.
 03. It was **resolved** to approve tree works at Leaveslake Drove Playing Field @ £2,750.00.
 04. It was **resolved** to approve grass cutting of the Six House Bank car park @ £40 per cut.
- 24.099. To review the Council's fees and charges.
01. It was **resolved** to ratify room charges as resolved March 2024, minute 24.056.01 iii.
 02. It was **resolved** to ratify cemetery fees as resolved January 2024, minute 24.012.11.
 03. It was **resolved** to ratify annual rent for use the Glebe Field as resolved 24.060.02.iii.
 04. The lease for Leaveslake Drove playing field was pending completion.
 05. A review of Farm Business Tenancy agreements was pending.
 06. A review of Garden Allotment pricing was pending.
- 24.100. A review of agreements & arrangements with outside bodies was deferred to a future meeting.
- 24.101. It was **resolved** to approve continuing existing subscriptions, as circulated (see appendix 4).
- 24.102. It was **resolved** to readopt the following policies and procedures.
01. Standing Orders.
 02. Councillor Code of Conduct.
 03. Complaints Policy.
 04. Data Protection Policy.
 05. Customer Contact Privacy Policy.
 06. Annual Investment Strategy 2024-25.
 07. Publication Scheme
 08. Safeguarding Policy.
- 24.103. It was **resolved** to approve the dates of Parish Council ordinary meetings for the forthcoming year, as circulated (see appendix 5).
- 24.104. It was **resolved** to approve the date of the Annual Assembly of the Parish Meeting, 18:30hrs Monday 17 March 2025.
- 24.105. 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)
- 21:20hrs four members of the public and Cllr Sneath left the meeting.**
- 24.106. It was **resolved** to approve the purchase of two batteries for the SID on Six House Bank @ £100 by Cllr Savage. The invoice was to be forwarded to the clerk.
- 24.107. It was **resolved** to approve Cllr Smith undertaking a feasibility for a community café at the Hub.
- 24.108. Matters relating to Parish Council land were deferred to the next meeting.
- 24.109. There were no staffing & administration matters to discuss.

The chairman closed the meeting at 21:32hrs.

Appendix 1: Planning response to application H14-0088-24

Application Reference H14-0088-24 - Children's Residential Home Marriott Farm, Black Hole Drove, West Pinchbeck

Pinchbeck Parish Council has serious concerns about the impact this application would have upon the amenity of residents, and the wider impact it would have on the community, should planning consent be approved. Based on the following material considerations, Pinchbeck Parish Council object to this planning application.

Location/SELLP/Policy

The application site is in an isolated location classified within the SELLP as Countryside. The applicant has not provided evidence demonstrating how or why the proposed Children's Residential Home is necessary in this location, which the Parish Council believe to be an unsuitable and unsustainable location for such a facility.

Highways Safety

Black Hole Drove is a narrow, single carriageway road, rural in nature. There are no footpaths and no street lighting, with little opportunity for vehicles to pass. Black Hole Drove is used widely by agricultural vehicles.

Sustainability

There are no public transport services in the immediate vicinity, with the nearest bus stop approximately 2km away.

The Children's Residential Home will operate 7 days a week year-round, with all travel arrangements to and from the site wholly dependent on the motor vehicle.

Due to this situation, it is estimated that daily vehicle movements along Black Hole Drove will double, purely due to this one property. This will be significantly more than was typical when the application site was a residential property and will have a significant detrimental impact upon the character of Black Hole Drove.

Impact Upon the Community & Character of Black Hole Drove

Black Hole Drove is isolated, rural and tranquil in nature, reflecting a sparse mix of residential properties, aligned to business that is agricultural in nature. No other business activities are conducted in this location.

The proposed application and its operation cannot be compared in any way to the operation of the site when it was a domestic residence.

A significant increase in vehicle movements will have a negative impact upon the rural character of Black Hole Drove.

The potential for noise disturbance from the Residential Children's Home will also impact the amenity of those residents living on Black Hole Drove.

Public Safety

The Parish Council has concerns over how the Children's Home will be resourced and managed, particularly overnight, with only one staff member onsite managing four 10 to 17-year-olds, with varied, complex and challenging needs.

The behaviour of children with such complex needs is likely to be unpredictable, presenting a potential risk to themselves and others. Agricultural buildings, field scale agricultural machinery, nearby waterways and an unsuitable access road provide a dangerous mix of risks should these children leave the site without appropriate supervision.

Lincolnshire County Council

Lincolnshire County Council is mentioned on several occasions within the planning application. Pinchbeck Parish Council, however, have serious concerns over the level of control and regulation LCC Children's Services will maintain over the management of this facility.

There is little information within the application documents explaining how the facility will be operated in terms of safety, education, health, wellbeing and general care.

General

Given the isolated location and poor accessibility, aligned to the significant increase in vehicle movements to operate a Children's Residential Home, this facility fails to meet the sustainability objectives of the SELLP and NPPF.

Appendix 2

PINCHBECK PARISH COUNCIL BANK RECONCILIATION

Month Ending:

30 April 2024

Prepared by: Robert Smith
Clerk

Date: 20/05/2024

Balance per bank statements as at 30 April 2024

			Balance	Total
Community	4238	£	45,303.04	
Library	1517	£	2,921.37	
Capital Receipts	1857	£	454,692.68	
Savings	4246	£	10,659.54	
Community	7251	£	1,770.00	
				<hr/>
				£ 515,346.63

Less unbanked payments at 30 April 2024:

£ -

Add unbanked cash at 30 April 2024:

£ -

TOTAL - NET BALANCES AS AT 30 April 2024

£ 515,346.63

CASH BOOK (receipts and payments schedules)

Opening Balance:	£	383,498.23
Add: Receipts in the month	£	142,068.03
Less: Payments in the month	£	10,219.63

CLOSING BALANCE PER CASH BOOK AS AT 30 April 2024

£ 515,346.63

Appendix 2 (continued)

Payments & Receipts April 2024

Date	Acct Type	Description	Amount
02/04/24	4238 Direct Debit	BETTER WASTE HT64QCZ DDR□	-£ 84.54
16/04/24	4238 Direct Debit	INTUIT LIMITED 0001WLFDF3Q9-00RU DD	-£ 45.60
25/04/24	4238 Bill Payment	WELLAND + DEEPINGS 20 - 0679 - 9 BBP□	-£ 1,100.44
25/04/24	4238 Bill Payment	TIMOTHY BLANCHFLOW 4154 BBP□	-£ 164.50
25/04/24	4238 Bill Payment	WE FIX ANY LTD WP LIBRARY BBP□	-£ 234.00
25/04/24	4238 Bill Payment	ANGLIAN WATER BUSI 261537301 BBP□	-£ 128.99
25/04/24	4238 Bill Payment	ANGLIAN WATER BUSI 249500401 BBP□	-£ 17.36
25/04/24	4238 Bill Payment	NPOWER COMMERCIAL A0009234996 BBP□	-£ 27.29
25/04/24	4238 Bill Payment	BLACK SLUICE INTER 30-2904-8 BBP□	-£ 1,526.79
25/04/24	4238 Bill Payment	SOUTH LINCS PLANT 361485 BBP□	-£ 46.44
25/04/24	4238 Bill Payment	LINCOLNSHIRE ASSOC PINCHBEC 14689 BBP□	-£ 384.00
25/04/24	4238 Bill Payment	EASTERN SHIRES PUR 116283 7277335 BBP□	-£ 20.76
25/04/24	4238 Bill Payment	WEST YORKSHIRE PEN PINCHBECKPC P30104 BB	-£ 1,056.69
25/04/24	4238 Bill Payment	SOUTH HOLLAND DIST 40002601000 BBP□	-£ 605.16
25/04/24	1517 Direct Debit	BCARD COMMERCIAL 5476761029463487 DDR□	-£ 84.13
26/04/24	4238 Bill Payment	STAFF PAY	-£ 4,692.94
Total payments			-£ 10,219.63
10/04/24	1517 Funds Transfer	208078 70724238 BALANCE TRANSFER FT□	-£ 61,427.62
24/04/24	4238 Funds Transfer	208078 00571857 BALANCE TRANSFER FT□	-£ 250,000.00
Receipts			
02/04/24	1517 Counter Credit	TOUCH OF HEA Mon/Tues yoga Feb BGC	£ 120.00
10/04/24	4238 Funds Transfer	COLLINS J BENCH FT	£ 100.00
12/04/24	4238 Credit Payment	45SOUTH LINCOLNSHI 100840□	£ 18.75
12/04/24	4238 Credit Payment	45SOUTH LINCOLNSHI 100841□	£ 821.28
12/04/24	1517 Credit Payment	45SOUTH LINCOLNSHI 100792□	£ 1,423.00
18/04/24	4238 Counter Credit	SOUTH HOLLAND DC 0 BGC□	£ 134,850.00
19/04/24	4238 Counter Credit	HEALEY AW & SON 1HEALEY A23-24197 BG	£ 2,167.50
19/04/24	1517 Counter Credit	NATIONAL TEACHING NTAS BGC□	£ 862.50
22/04/24	1517 Counter Credit	WRIGHT C & M A23-24 201 BGC□	£ 510.00
29/04/24	4238 Counter Credit	Sharman Graham A23-24 010 BGC□	£ 1,105.00
30/04/24	1517 Counter Credit	TOUCH OF HEA Yoga for March BGC□	£ 90.00
Total receipts			£ 142,068.03
10/04/24	4238 Funds Transfer	208078 33431517 BALANCE TRANSFER FT□	£ 61,427.62
24/04/24	1857 Funds Transfer	208078 70724238 BALANCE TRANSFER FT□	£ 250,000.00
Total payments			-£ 10,219.63
Total receipts			£ 142,068.03
Net receipts			£ 131,848.40

Appendix 3

PINCHBECK PARISH COUNCIL PAYMENTS 2024 -2025

Accounts for payment to 20 May 2024

Payee	Detail	Invoice	Type	Net £	VAT £	Total £
ESPO	Gas Supply to the Hub	G1277638	BP	566.55	113.31	679.86
BT	Telephone & Broadband	Q036TG	DD	262.40	53.88	316.28
SSE	Electricity Supply to the Hub	807364	BP	967.76	48.38	1,016.14
Crusader Traffic	Remembrance Day Deployment 2022	33690	BP	155.00	31.00	186.00
Adobe Acrobat	Acrobat Pro Subscription	743722	B/card	16.64	3.33	19.97
Staff	Salaries	May-24	BP	4,418.94	-	4,418.94
Clerk	Travel Expenses	May-24	BP	68.40	-	68.40
Management Support	Accounting Assistance	146	BP	600.00	-	600.00
Management Support	Grave Digging Fees	146	BP	180.00	-	180.00
WYPF	Pension Contributions	May-24	BP	1,056.69	-	1,056.69
HMRC	PAYE	1662501	BP	1,446.93	-	1,446.93
PPL/PRS	Music Licence	SIN2710059	BP	250.00	50.00	300.00
Parish Online	Mapping Software	32UF014-2	BP	252.00	50.40	302.40
BM Garden & Tree Care	Glebe Field Tree Works	NVREF0223	BP	1,975.00	-	1,975.00
T N Sneath & Sons	Grass Cutting & Ground Works	13625	BP	3,805.00	761.00	4,566.00
ECBS	Toner Cartridges	300269	BP	213.83	42.75	256.58
Total				16,235.14	1,154.05	17,389.19



Pinchbeck Parish Council

Subscriptions

1. Lincolnshire Association of Local Councils (LALC) & National Association of Local Councils (NALC). £1,013.66 p.a.
2. PPL / PRS Music Licence. £300 p.a. to 06/05/2025. + VAT
3. Microsoft 365 Business Standard x 2. £274.20 p.a. + VAT
4. Microsoft 365 Business Basic x 15. £702.00 p.a. + VAT
5. Adobe Acrobat Pro. £200 p.a. + VAT
6. Scribe Accounts. £660 p.a. 2024-25 + VAT
7. Scribe Cemetery. £348.00 p.a. + VAT
8. Intuit Quickbooks. £456.00 p.a. + VAT.
9. SLCC Clerk Subscription £296.00 p.a. + VAT.
10. Parish Online. £252.00 p.a. + VAT.

FUTURE MEETING DATES

Notice is hereby given of the ordinary Parish Council meetings for 2024/2025.

Members of the public and press are welcome.

To be held **7.30pm** at Pinchbeck Community Hub & Library,
48 Knight Street, Pinchbeck, Spalding, PE11 3RU (unless otherwise stated).

Agreed meeting dates for 2024-2025.

Monday 24 June 2024.

Monday 29 July 2024 - To be held at **West Pinchbeck Village Hall, Six House Bank, PE11 3QG.**

There is no meeting scheduled for August.

Monday 30 September 2024.

Monday 28 October 2024.

Monday 25 November 2024.

Monday 16 December 2024.

Monday 27 January 2025.

Monday 24 February 2025.

Monday 31 March 2025

Monday 28 April 2025

Monday 19 May 2025 - **Annual Meeting of the Parish Council**

The Annual Assembly of the Parish Meeting is to be held 6.30pm Monday 17 March 2025 in the Pinchbeck Community Hub & Library

Robert Smith Clerk
20 May 2024