



Pinchbeck Parish Council

Open Spaces & Assets Committee

Minutes of meeting held 19:00hrs, Monday, 22 September 2025, at The Hub, 48 Knight Street, Pinchbeck, PE11 3RU.

Present: Cllr Geoff Garner, Cllr Terry Moore (Chair), Cllr Peter Ruysen, Mr Robert Smith (Clerk), Nicola Jowett (Administration Assistant).

Absent: Cllr James Avery, Cllr Andrew Chamberlain, Cllr Ann Savage, Cllr Phil Tweddell, Cllr Oliver Wood.

Action points to be undertaken by the Clerk, unless otherwise stated.

25.51. Apologies for absence were received from Cllrs Avery, Savage, Chamberlain, Wood and Tweddell.

25.52. There were no declarations of disclosable interests or requests for dispensation.

25.53. It was **resolved** to approve the minutes of the meeting held on 07 July 2025.

25.54. Matters arising

01. Notice board at Six House Bank: a meeting was scheduled next Monday, and completion is expected shortly thereafter.
02. Bus Shelter (R&B Wood and Weld): as the contractor did not have the required qualifications, a street works licence from Lincolnshire County Council could not be obtained to fit the bus shelter directly. A quote of £250 per day was received for a licenced body to oversee installation. It was **resolved** to approve additional costs in this regard of up to £500.
03. Tree works at St Mary's Church had been completed. Ash tree works were scheduled for October. The Clerk would confirm requirements with South Holland District Council (SHDC) regarding permissions for protected trees. Further quotes were awaited. A full survey of all trees in the parish was to be considered.

25.55. 2025 commemorative events.

01. Remembrance Day Parade, Sunday 09 November 2025.
 - An online meeting with Chevron (traffic management) was to be arranged to confirm road closure arrangements.
 - It was **resolved** to propose to full council that the Clerk and Cllr Moore were authorised to incur expenditure on safety equipment of up to £500.
 - Cllr Moore would arrange volunteers for the day; the Clerk would arrange training.
 - The clerk was to ask Cllr Chamberlain if two-way radios could be borrowed again this year.
 - A letter would be delivered to residents affected by road closures, two weeks prior to the event. Volunteers are required. This was to be referred to Full Council to seek volunteers.
 - The Clerk would notify the Safety Advisory Group (SAG) to review event organisation.

25.56. Park equipment repairs.

01. Glebe Field: wet pour edge repairs had been completed, and the area had been reopened.

02. Leaveslake Drove: wet pour repairs had been completed on the roundabout.
03. Third party quarterly inspections had now been implemented. The Committee considered whether fortnightly inspections should move to weekly. It was noted that the Parish Maintenance Worker had expressed concern about undertaking this extra work. It was resolved to recommend to Full Council that weekly inspections be considered, alongside the potential recruitment of an additional maintenance employee within the next six months.

25.57. Dog bag dispensers

01. It was resolved to relocate the dog bag dispenser from Flaxmill Bridge to the crossroads at Milestone Lane/Bacon's Lane.
02. It was recommended to Full Council that the provision of free dog bags be suspended for six months ('poo bag holiday').
03. A note will be placed on the Parish Council website advising that bags are for emergency use only.

25.58. Churchyard maintenance

01. Memorial safety inspections are required to be carried out at St Mary's Churchyard and Cherry Holt Cemetery.
02. Families would normally be notified where repairs are required. Where memorials are deemed an immediate danger, action would need to be taken without delay.
03. The Clerk would obtain quotes for a professional assessment of memorial safety.

25.59. Future agenda items.

01. Further tree works and surveys.

25.60. The next meeting: 19:00hrs, 8 December 2025 and 19:00hrs, 09 March 2025.

25.61. 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).

25.62. Quotes for work:

01. It was **resolved** to recommend to full Council that no further action was taken following a request for weeding and path spraying at St Mary's Churchyard.

25.63. To consider matters relating to Parish Council Land.

01. Starlode Drove: It was **resolved** to accept Longstaff's recommendation to proceed with a proposed land sale.
02. Farm Business tenancies - Notices to quit to be issued by 3rd October 2025.
03. Garden Allotments: It was **resolved** to recommend an increase in the provision of garden allotments to one acre.

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The Chair closed the meeting at 20:16 hrs.