

# Grimoldby and Manby Parish Council

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## To the Members of the Parish Council of Grimoldby and Manby:

You are hereby summoned to attend a meeting of Grimoldby and Manby Parish Council, which will be held on Wednesday 19<sup>th</sup> July 2023 in The Pavilion, Gibson Way, Manby at 7.30pm. The business to be dealt with at the meeting is listed in the agenda below.

**Please note that the meeting will begin at 7.30pm UNLESS any public are present in which case there will be a public forum when members of the public may ask questions or make short statements to the Council.**

Any public wishing to speak, on an agenda item or “sit in” on the meeting please contact the Clerk, using the email address below, in advance to discuss attendance arrangements. If possible, please provide written representation rather than attending in person.

Members of the public should note that they will not be allowed to speak during the formal meeting.



**Mrs. L.M. Phillips**

**Clerk**

Dated this 14<sup>th</sup> Day of July 2023

## AGENDA

- 1. Apologies for Absence**  
To note apologies where valid reasons for absence have been given to the Clerk prior to the meeting.
- 2. Chairman's Remarks**
- 3. Declarations of Interest / Dispensations**  
To receive declarations of interest in accordance with the Localism Act, 2011 – these being **any** interest in agenda items not previously recorded on Members' Register of Interests. Council to consider granting dispensation(s), as per written requests received by the proper officer to councillors under section 22 of the Localism Act.
- 4. Council Minutes**  
To approve as a correct record the draft Minutes of the Council Meeting held on 21<sup>st</sup> June 2023 and authorise the Chairman to sign the official minutes.
- 5. Finance**  
To receive, note and duly resolve to authorise:
  - a. The Financial Report for July, showing a closing balance on 14<sup>th</sup> June 2023 of £80,969.63 which agrees to the closing balance on the bank statement issued on 14<sup>th</sup> June 2023.
  - b. Cheques for payment, listed on the Cheque Schedule 071923 totalling £2,809.14
  - c. Cashbook Statement of Receipts and Payments for Months 1 to 3.
- 6. Planning**
  - a. **Applications received by the Local Planning Authority**  
To consider current applications including those listed in the schedule (Plans\_07\_19\_23) / ratify comments already made by the Planning Working Group. (Attached).
  - b. **Planning Decisions**  
To note all planning decisions received from ELDC. At the time of writing there were no planning decisions to note.
  - c. **Temporary Traffic Restrictions**  
To note the following:
    - i. Organisation responsible: Anglian Water  
Reason for restriction: New water connection  
Nature and location of restriction: Middlesykes Lane  
Period of restriction: 24/7 to 27/7
- 7. Litter Picking Kits**  
Council to receive correspondence from LCC on the above and resolve upon the way forward.

# Grimoldby and Manby Parish Council

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**8. Any Other Business**

Councillors to exchange information, if required. Please note, no decisions may lawfully be taken during this item.

**9. Next Meeting**

Council to note that the date of the next scheduled meeting is Wednesday 20<sup>th</sup> September 2023.

**MINUTES OF THE MEETING OF GRIMOLDBY AND MANBY PARISH COUNCIL  
HELD AT THE PAVILION, GIBSON WAY, MANBY  
ON WEDNESDAY 21<sup>ST</sup> JUNE 2023**

**Present** Councillor T. Knowles (TK) (in the chair)

**Councillors:** A. Bunting (AB), N. Hind (NH), Mrs. N. Turney (NT), T. Vamplew (TV)

**Councillors not present:** C. Fairburn (CF), Mrs. E. Billings (EB), M. Bruce (MB), Mrs. L. Knowles (LK), M. Starsmore (MS),

The Clerk, Mrs. L.M. Phillips was also present. No members of the public spoke in the public forum.

**T30. Apologies**

Apologies for absence were received from Cllrs. EB, MB, CF, MS and LK

**T31. Chairman's Remarks**

The Chairman confirmed that the gym had been wound up and the funds in its account had been distributed as follows: RLNI £2,500, Air Ambulance £2,500, The Ark £2,000, RSPCA £1,000, The Hospice £1,000, Lighthouse £500, Mimi's Mission £500, Kings Outreach £500. He also reported that he had passed the notes of the Public Meeting held regarding the Anaerobic Digester application to officers at Manby who would be helping to tailor the District Council's response after its planning meeting.

**T32. Declarations of Interest / Dispensations**

There were no declarations of interest/dispensation requests.

**T33. Council Minutes**

It was **RESOLVED** to approve as a correct record the Minutes of the Council Meeting held on 17<sup>th</sup> May 2023.

**T34. Annual Grimoldby and Manby Parish Meeting 2022/23 Draft Minutes**

The Council received the above and noted that no proposals had been made by members of the public.

**T35. Finance**

The Council received, noted and duly resolved to authorise:

- a. The Financial Report for June, showing a closing balance on 10<sup>th</sup> May 2023 of £84,462.34 which agreed to the closing balance on the bank statement issued on 12<sup>th</sup> May 2023.
- b. Cheques for payment, listed on the Cheque Schedule 062123 totalling £735.02.
- c. 2022/23 Final Accounts.

**T36. Annual Governance and Accountability Return (AGAR) 2022/23**

The Council **RESOLVED**:

- a. To receive and note the report of the internal auditor.
- b. To approve completion of the Annual Governance Statement (Section 1 of the AGAR) for the financial year 2022/23 by the addition of ticks against 'Yes' in boxes 1 to 8, in box 9 a tick against 'N/A' should be entered and authorise signing by the Chairman and the Clerk.
- c. To consider and approve the Accounting Statements (Section 2 of the AGAR) for the financial year 2022/23 as certified by the RFO and authorise signing by the Chairman.
- d. To note that the period for the exercise of public rights must include the first 10 working days of July, must be at least 30 consecutive working days long, must commence as soon as possible after approval of the AGAR and with this in mind, approve that the period for the exercise of public rights should be set from Friday 23<sup>rd</sup> June 2023 to Thursday 3<sup>rd</sup> August 2023.

**T37. Planning**

**a. Feedback from Public Meeting held on Thursday 15<sup>th</sup> June**

The Council received the notes of the above.

**b. Applications received by the Local Planning Authority**

The Council considered the applications listed in the schedule (Plans\_06\_21\_22)

- i. Ratified the comments already made by the Planning Working Group in relation to N/067/00967/23 which were: Grimoldby and Manby Parish Councils Planning Working Group have no objection to this application but are concerned about heavy traffic on a single track, weight restricted lane that is awaiting further construction itself.

- ii. Agreed that a meeting of the Planning Working Group should be convened on Monday 3<sup>rd</sup> July 2023 from 6pm at the Pavilion to discuss the application PL/0037/23 regarding proposals to site Anaerobic Digesters on Manby Airfield.

**T38. Review of Policies and Procedures**

The Council noted that the following had been reviewed. Documents which required more than a date change were attached for information or could be viewed on the website or in hard copy from the Clerk. It was **RESOLVED** to approve continued use of:

- a. General Data Protection
  - i. Data Protection Policy – no changes
  - ii. Subject Access Requests Policy – no changes
  - iii. Social Media and Electronic Communication Policy – no changes
  - iv. Secure Disposal of Information Policy – no changes
  - v. Retention of Documents Policy – no changes
  - vi. General Privacy Notice – changes highlighted
  - vii. Staff and Councillor Privacy Notice – no changes
  - viii. Information Security Incident Policy – no changes
- b. Complaints Procedure – no changes
- c. Policy on Handling of Freedom of Information Requests – no changes
- d. Co-option Policy – no changes

**T39. Allotments**

Further to discussion in May on the placement of structures within the allotments, intruders and the provision of footpaths around the perimeter of allotments the Council received a request from an allotment holder to allow the structures erected on his allotment to remain in their current position. Councillors felt that they were not in a position to consider the request at the time and it was agreed to defer the matter to a future meeting.

**T40. Tennis Courts**

The Council heard that the bench previously located on the tennis courts had been vandalised and subsequently removed by the owners to their own garden. The Council also heard that a quote had been received for cutting of the hedge border the tennis courts and Carlton Road. The cost was noted. It was agreed to seek further quotes.

**T41. Pavilion and Football Field Agreement**

The Council considered a draft agreement document supplied by its solicitors (circulated by email 14/6/23) and it was **RESOLVED** to check the insurance of the football club. Ask the Council's insurers for its comments on the arrangement and liaise with the solicitors on one or two points to move the matter on.

**T42. Council Email Addresses**

The Council considered a report from LALC on the above. It noted that it has funds totalling £1,000 set aside at present in an earmarked reserve for these purposes. It was **RESOLVED** to continue with the free email addresses currently in use.

**T43. Any Other Business**

Cllr. AB reported that he had met with a planning consultant on Middlesykes Lane who had confirmed that the drawings passed at the outline planning stage had shown that the developer was entitled to work right up to the road edge. It was also felt that the passing point condition had not been worded correctly and so it could be left as a dirt track, if desired.

**T44. Next Meeting**

The Council noted that the date of the next scheduled meeting was Wednesday 19<sup>th</sup> July 2023.

The meeting closed at 8.30pm

Signed \_\_\_\_\_ (Chairman)      Dated \_\_\_\_\_

## Financial Report - July 2023

	£	£
Opening balance as at 12th May 2023		84,462.34
<b>ADD receipts</b>		
FPI Mr. N. Hind Allotment Plot 2	25.00	
FPI Mr. M. Cannon Allotment Plot 1	25.00	
		84,512.34
<b>LESS payments</b>		
1388 Mr. T. Knowles Replacement for chq 1368 (Travel Expenses)	30.00	
1400 Darryl J. Stones Village Maintenance	1030.00	
1403 HMRC PAYE/NIC April 2023	119.20	
1404 Foxhall Construction Ltd Installation of Jubilee Bench	360.00	
1405 NSALG Allotment Society Annual Subscription	66.00	
1406 G&M1 Wages - May 2023	477.34	
1407 HMRC PAYE/NIC - May 2023	119.40	
1408 Tudor Grounds Maintenance Grasscutting Allotments, Play Park, Football, Amenity	161.85	
1409 Kingschurch Marshes Trust Grant	200.00	
1410 Mimi's Mission Grant	200.00	
1411 Zurich Municipal Insurance (Year 2 of 3)	1,208.92	
1412 LALC ATS and Annual Membership	600.69	
1413 G&M1 Wages June 2023	477.34	
1414 HMRC PAYE June 2023	119.40	
1415 Tudor Grounds Maintenance Amenity Grass Cut 3	98.28	
1416 Mrs. J. Cooper Internal Audit 2022/23	40.00	
1417 G&M1 Wages July 2023	477.34	
1418 HMRC PAYE July 2023	119.20	
1419 Mr. T. Knowles Travel Expenses	40.00	
1420 Grimoldby and Manby Village Hall Room Hire 15/6	30.00	
1421 Tudor Grounds Maintenance Amenity Grass Cut 4	98.28	
1422 G&M1 Wages Aug 2023	477.34	
1423 HMRC PAYE Aug 2023	119.40	
1424 Wicksteed Leisure Ltd Play Park Repair	1,285.73	
1425 Tudor Grounds Maintenance Grasscutting: amenity, football, allots, play park	161.85	
	8,117.56	76,394.78
<b>ADD Uncleared Cheques</b>		
1388 Mr. T. Knowles Replacement for chq 1368 (Travel Expenses)	30.00	
1409 Kingschurch Marshes Trust Grant	200.00	
1410 Mimi's Mission Grant	200.00	
1412 LALC ATS and Annual Membership	600.69	
1413 G&M1 Wages June 2023	477.34	
1414 HMRC PAYE June 2023	119.40	
1415 Tudor Grounds Maintenance Amenity Grass Cut 3	98.28	
1416 Mrs. J. Cooper Internal Audit 2022/23	40.00	
1417 G&M1 Wages July 2023	477.34	
1418 HMRC PAYE July 2023	119.20	
1419 Mr. T. Knowles Travel Expenses	40.00	
1420 Grimoldby and Manby Village Hall Room Hire 15/6	30.00	
1421 Tudor Grounds Maintenance Amenity Grass Cut 4	98.28	
1422 G&M1 Wages Aug 2023	477.34	
1423 HMRC PAYE Aug 2023	119.40	
1424 Wicksteed Leisure Ltd Play Park Repair	1,285.73	
1425 Tudor Grounds Maintenance Grasscutting: amenity, football, allots, play park	161.85	
Closing balance as at 14th June 2023	4,574.85	80,969.63
VAT owed as at 30/06/23 for 2023/24		142.35

## Cheque Schedule 071923

July 2023						
Cheque No	Supplier / Payee	Details	Cheque Total	Invoice Total	VAT	Net
1417	G&M1	Wages July 2023	477.34	477.34	-	477.34
1418	HMRC	PAYE/NIC July 2023	119.20	119.20	-	119.20
1419	Mr. T. Knowles	Travel Expenses	40.00	40.00	-	40.00
1420	Grimoldby and Manby Village Hall	Hire on 15/6/23	30.00	30.00	-	30.00
1421	Tudor Grounds Maintenance	Amenity Grass Cut 4: Inv-0430	98.28	98.28	16.38	81.90
1422	G&M1	Wages August 2023	477.34	477.34	-	477.34
1423	HMRC	PAYE/NIC July 2023	119.40	119.40	-	119.40
1424	Wicksteed Leisure Ltd	Play Park Repair	1,285.73	1,285.73	214.29	1,071.44
1425	Tudor Grounds Maintenance	Amenity Grass Cut 5: Inv-0470		98.28	16.38	81.90
		Grass Cut Football pitch, allotments, play park	161.85	63.57	10.59	52.98
<b>TOTALS</b>			<b>2,809.14</b>	<b>2,809.14</b>	<b>257.64</b>	<b>2,551.50</b>

Cashbook 2023/24

OUT										IN				
Chq. No.	Date	PAYEE	Cheque Total £	Total £	VAT £	Net £	Ref	Date	PAYEE	Amount £				
1402	19/04/2023	G&M1	477.54	477.54	-	477.54	BGC	06/04/2023	ELDC	11,270.94				
1403	19/04/2023	HMRC	119.20	119.20	-	119.20	FPI	12/04/2023	Allotment Plot 5	25.00				
1404	19/04/2023	Foxhall Construction Ltd.	360.00	360.00	-	360.00	FPI	24/04/2023	Smith YC	84.00				
1405	19/04/2023	NSAIG	66.00	66.00	11.00	55.00								
<b>April Totals</b>			<b>1,022.74</b>	<b>1,022.74</b>	<b>11.00</b>	<b>1,011.74</b>				<b>11,379.94</b>				
1406	17/05/2023	G&M1	477.34	477.34	-	477.34	FPI	09/05/2023	Smith YC	105.00				
1407	17/05/2023	HMRC	119.40	119.40	-	119.40								
1408	17/05/2023	Tudor Grounds Maintenance	161.85	161.85	26.97	134.88								
1409	17/05/2023	Kingschurch Marshes Trust	200.00	200.00	-	200.00								
1410	17/05/2023	Mimi's Mission	200.00	200.00	-	200.00								
1411	17/05/2023	Zurich Municipal	1,208.92	1,208.92	-	1,208.92								
1412	17/05/2023	LALC	600.69	600.69	28.00	572.69								
<b>May Totals</b>			<b>2,968.20</b>	<b>2,968.20</b>	<b>54.97</b>	<b>2,913.23</b>				<b>105.00</b>				
1413	21/06/2023	G&M1	477.34	477.34	-	477.34	FPI	14/06/2023	Allotment Plot 2	25.00				
1414	21/06/2023	HMRC	119.40	119.40	-	119.40	FPI	14/06/2023	Allotment Plot 1	25.00				
1415	21/06/2023	Tudor Grounds Maintenance	98.28	98.28	16.38	81.90								
1416	21/06/2023	Mrs. J. Cooper	40.00	40.00	-	40.00								
<b>June Totals</b>			<b>735.02</b>	<b>735.02</b>	<b>16.38</b>	<b>718.64</b>				<b>50.00</b>				
<b>Yearly Totals</b>			<b>4,725.96</b>	<b>4,725.96</b>	<b>82.35</b>	<b>4,643.61</b>	<b>Yearly Totals</b>			<b>11,534.94</b>				

Grimoldby and Manby Parish Council

Planning Schedule  
21st June 2023

Our Ref	Authority	Application No.	Type	Applicant	Proposal	Location	Comments	Deadline for Comments
02/23	LCC	PL/ 0037/23	Planning Permission	Manby BGE Ltd	To construct a gas to grid anaerobic digester and fertiliser production facility comprising of nine digesters/fermentation tanks; feedstock reception/straw processing and storage building; digestate separation and fertiliser production building; biogas upgrade plant; emergency gas flare; odour control and condensing unit; gas entry compound/unit other ancillary plant and equipment and underground pipeline connecting to National Grid	Land at Manby Airfield, Off Manby Middlegate	See attached sheet	21/07/2023
03/23	ELDC	N/113/ 01248/23	Listed Building Consent	Intercounty Supplies	Extension and alterations to the existing building.	Lynx House, Manby Park, Manby	Support or remain neutral leaving to ELDC.	20/07/2023
04/23	ELDC	N/113/ 01247/23	Planning Permission	Intercounty Supplies	Extension and alterations to the existing building which is a listed building.	Lynx House, Manby Park, Manby	Support or remain neutral leaving to ELDC.	20/07/2023
05/23	ELDC	N/113/ 01224/23	Planning Permission	Mr. and Mrs. Sanderson	Extension to existing dwelling to provide a car port.	2 Valiant Road, Manby	Support.	28/07/2023
06/23	ELDC	N/067/ 01199/23	Planning Permission	Mr. M. Bentley	Erection of a detached house with a detached single garage with games room and covered outdoor space and construction of a vehicular access with entrance gates and pillars which is an amendment to that previously approved under ref. no. N/067/02168/19	Land at Eastfield Lane, Grimoldby		31/07/2023



## Draft Objection to LCC re. Planning Application PL/0037/23

G&M PC strongly object to this proposed development for the following reasons:

### 1. Traffic Generation

The proposed development would involve a considerable increase in traffic through the villages.

The traffic survey submitted shows that it concentrated on access to the site via the B1200 and from the A16 and was carried out during a week in December. It therefore failed to account for the substantial increase in traffic during the summer months with holidaymakers travelling to and from coastal resorts.

The traffic survey was incomplete as it ignored the fact that vehicles will use/might have to use Tinkle Street in Grimoldby and Carlton Road in Manby to join the B1200 (Manby Middlegate) to access the site, in say the event of a road closure at Kenwick Top.

There are already significant traffic issues in Tinkle Street with on-road parking effectively making Tinkle Street a single lane carriageway. This existing situation is also aggravated in relation to the Village School (located at the Tinkle Street and B1200 crossroads) at school opening and closing times with pupils being dropped off in the morning and collected in the afternoon.

G&M PC believe that there is a requirement for the developers to undertake an additional full traffic survey to identify and confirm the issues arising so that Lincolnshire County Council has the full facts before a decision is made. This survey should be done at a peak time e.g., harvest time (between 25<sup>th</sup> July and 30<sup>th</sup> August), should encompass a larger area (Carlton Road and Tinkle Street) and that monitoring of traffic should be ongoing.

### 2. Noise and Disturbance from the Scheme

The proposed traffic movements of HGV and farm vehicles to and from the site are to be from 6.00 am to midnight Monday to Saturday inclusive. The effect of such persistent traffic would be detrimental to the village residents' amenity and peaceable enjoyment and would create an increased risk to other road users and pedestrians.

### 3. Plant Safety

Vehicles travelling to and from the site will have visited different farms and locations and there will be a significant risk of cross-contamination and the spread of transmittable diseases not only at the site but also at the various farms and establishments the vehicles visit. Such diseases as foot and mouth, bovine TB, swine fever, bird flu etc., can have a devastating effect on farm businesses.

The Council is concerned about the potential for contamination from effluents and noxious gases e.g., Sulphur Dioxide.

More information on where and how the bio methane will be turned into fuel for vehicles, is required.

### 4. Disturbance from Smells

By the very nature of bio-digesters, smells and odours will be produced. The position of the plant on the western edge of the villages will mean they will be directly affected by virtue of the prevailing westerly winds.

### 5. Effect on Listed and Historic Buildings

The size and height of proposed buildings will undoubtedly be an intrusion on the landscape as compared to its current state and this industrialisation of a quiet rural area will have a detrimental effect on historic buildings in the area such as Churches and the listed RAF tower.

### 6. Vitality and Viability of the Area / Public Visual Amenity

The Council feel that this development will inevitably spoil the character of this beautiful thriving rural area. It feels that potential new residents will be put off from moving to the village due to the industrialisation, right on the doorstep of large residential areas and it feels that this development will leave very poor amenities for future occupiers of properties on its border.

7. Adequacy of Drainage / Contamination of the Water Table  
The use and capture of water on site and also the inevitable water run-off can risk contamination of the water table, water sources and drainage dykes.
8. Loss of Ecological Habitats  
The proposed site location is home to much wildlife and flora and fauna and all should be protected where possible.

In the event of planning permission being granted the Council requests that such permission be made subject to the following conditions:

1. No development to commence until a Traffic Management Plan which sets out proposals for the whole site and includes a scheme of monitoring and review has been undertaken and approved.
2. No development to commence until a Construction Traffic Management Plan has been undertaken and approved. This to include details of all measures to be implemented in order to management traffic during the construction phase (incl. routing strategies). A detailed protocol for the delivery of loads/vehicles.
3. No work shall commence until Transport Noise Assessment and Mitigation Scheme has been undertaken and approved.
4. Full details of any external lighting to be used on site to be agreed to ensure that lights are positioned and angled to prevent any direct illumination, glare or light spillage outside the boundary.
5. Traffic movements either by the applicants' own vehicles or those of third parties [including construction vehicles during the period of construction] attending the site
  - a. restricted to the hours of 8.00 am to 5.00pm Monday to Friday with no movements at all on Bank Holidays.
  - b. no traffic via Tinkle Street or Carlton Road during school days between 8.00am and 9.30am and between 2.30pm and 3.30pm
  - c. all movements on public roads to take place outside peak times, including school times and to avoid local community events.
  - d. all movements to be on agreed routes.
  - e. all vehicles carrying manures to be fully covered and contained within such vehicles.
  - f. all reasonable steps to be taken to ensure that no waste or other material be deposited on public roads any such deposits be expeditiously removed.
  - g. all vehicles to be decontaminated at a wheel washing station before leaving the site in to prevent the spread of disease and to avoid debris from discharging onto the public road.
6. No development shall commence until the membership of a Local Liaison Group has been agreed. This group to promote effective communication and discuss and resolve local issues.
7. S.106 monies and uses to benefit the local community to be agreed.
8. A scheme to deal with potential contamination on site should be produced and approved. The scheme to include nature, extent and type of contamination that could arise, risk assessments, a programme of measures to deal with any contamination that might arise and assurances that monitoring will be undertaken and the results recorded.
9. A full wildlife survey be undertaken to identify potential issues.

## Town and Parish Council Litter Picking Kits

LCCWasteofficers <LCCWasteofficers@lincolnshire.gov.uk>

Tue 6/27/2023 8:33 AM

To Whom It May Concern

Lincolnshire County Council would like to give communities across Lincolnshire the opportunity to take part in our litter picking equipment scheme, with the aim to help tackle littering issues in the area. We will supply Parish and Town Councils with litter picking kits, which will give residents access to the necessary equipment that they will need to take part in their own voluntary litter picks. These kits will consist of a litter picking stick, a hi-visibility vest and clear plastic sacks. The litter picking kits will be available for collection at the Lincolnshire Energy from Waste Facility, North Hykeham, Lincoln LN6 3QW, however, please let us know if this will not be possible.

We recognise that residents want to play their part in keeping their local area tidy, so we want to be able to encourage this by providing access to free litter picking kits. Lincolnshire County Council know how important it is to protect our environment by reducing waste and protecting our spaces, so we are dedicated in helping communities achieve this.

As well as providing residents with the necessary equipment that they will need for litter picking, they will also be supplied with the appropriate guidance and access to a risk assessment to allow them to undertake this safely. The guidance will highlight any potential hazards that the volunteers may encounter and will enable them to conduct the litter picking in a careful and enjoyable manner.

Please let us know if you are interested in acquiring our litter picking kits by 31<sup>st</sup> July so that we are able to arrange the necessary supply.

Kind regards,

**Georgia Briggs**

**Performance & Improvement Assistant**

Waste Services

Lincolnshire County Council

County Offices, Newland, Lincoln LN1 1YL

**Email:** [georgia.briggs@lincolnshire.gov.uk](mailto:georgia.briggs@lincolnshire.gov.uk)

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