

# Grimoldby and Manby Parish Council

---

## 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 18<sup>th</sup> December 2024 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 13<sup>th</sup> Day of December 2024

## 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 20<sup>th</sup> November 2024 and authorise the Chairman to sign the official minutes.
5. **Finance**  
To receive, note and duly resolve to authorise:
  - a. The Financial Report for December, showing a closing balance on 11<sup>th</sup> November 2024 of £85,667.30 which agrees to the closing balance on the bank statement issued on 14<sup>th</sup> November 2024.
  - b. Cheques for authorisation, listed on the Cheque Schedule 121824 totalling £1,792.85.
6. **Planning**
  - a. **Applications received by the Local Planning Authority**  
To consider current applications including those listed in the schedule (Plans\_12\_18\_24) / ratify comments already made by the Planning Working Group.
  - b. **ELDC Planning Decisions to Note**  
At the time of printing there were none.
  - c. **Temporary Traffic Restrictions**  
At the time of printing there were none.
  - d. **Proposed Work to Trees**  
At the time of printing there were none.
7. **Town and Parish Council Scrutiny Survey**  
Further to discussion of the above at the last meeting held on 20<sup>th</sup> November 2024 Councillors to resolve upon whether to make a corporate response.
8. **Annual Playpark Inspection**  
Further to circulation by email of the results of the above, Council to consider whether to approve any remedial works.
9. **Any Other Business**  
Councillors to exchange information, if required. Please note, no decisions may lawfully be taken during this item.
10. **Next Meeting**  
Councillors to note that the next scheduled Council meeting will take place on 15<sup>th</sup> January 2025.

**MINUTES OF THE MEETING OF GRIMOLDBY AND MANBY PARISH COUNCIL  
HELD AT GRIMOLDBY VILLAGE HALL  
ON WEDNESDAY 20<sup>TH</sup> NOVEMBER 2024**

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

**Councillors:** C. Fairburn (CF), N. Hind (NH), Mrs. L. Knowles (LK), M. Starsmore (MS), T. Vamplew (TV)

**Councillors not present:** A. Bunting (AB), Mrs. E. Billings (EB), M. Bruce (MB), R. Hampton (RH),

The Clerk, Mrs. L.M. Phillips was also present.

**T82. Apologies for Absence**

Apologies for absence were received from Cllrs. MB and AB.

**T83. Chairman's Remarks**

Cllr. Knowles reported that 1) he had spoken to the owner of Beech Grove who had confirmed that he and the new owner of Tedder Hall were going ahead with a scheme. A report had been received by email and the Chairman read this out. It confirmed that the land would be divided into segments for private residential, care home, special needs educational school and a care home for the pupils. 2) he had spoken to the gentleman leading the Biodigester proposals and he had confirmed that they had only just received the S106 agreement from LCC and they were still moving forward. 3) he had also spoken to the lady who heads up the company who took over from Wingas and she had confirmed that they were not considering a gas field at present. 4) there was a problem with the speed sign. This was being investigated and a solution sought. 5) he had liaised with LCC to get the corner going out of Grimoldby towards Cockerington cut back. 6) a window had been broken at the Pavilion. This was the third time. He was aware of the culprit and was to speak to them. 7) Cllr. Adams had resigned.

**T84. Declarations of Interest / Dispensations**

No declarations of interest nor requests for dispensations were made.

**T85. Council Minutes**

It was proposed, seconded and **RESOLVED** to approve as a correct record the Minutes of the Council Meeting held on 16<sup>th</sup> October 2024.

**T86. Committee Minutes**

- a. It was proposed, seconded and **RESOLVED** to confirm receipt of the minutes and adopt the resolutions therein of the Finance Committee meeting held on 3<sup>rd</sup> November 2023.
- b. It was proposed, seconded and **RESOLVED** to receive for information the draft notes of the Finance Committee meeting of 6<sup>th</sup> November 2024.

**T87. Finance**

It was proposed, seconded and **RESOLVED** that the Council should receive, note and duly authorise:

- a. The Financial Report for November, showing a closing balance on 7<sup>th</sup> October 2024 of £89,206.92 which agreed to the closing balance on the bank statement issued on 14<sup>th</sup> October 2024.
- b. Cheques for authorisation, listed on the Cheque Schedule 112024 totalling £2,723.97. Following explanation by the Clerk it was also proposed, seconded and **RESOLVED** to approve the writing, signing and sending of a cheque in payment of the external auditors fees.

**168. Planning**

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

The Committee considered all current applications including those listed in the schedule (Plans\_11\_20\_24) / ratify comments already made by the Planning Working Group. It was proposed, seconded and **RESOLVED** as follows:

- i. N/113/01620/24 and N/113/01621/24 – Manby House, Carlton Road - retain a neutral position with the condition that the concerns of neighbours are taken into account, the tree officer is content and it is ensured that there is access for

emergency vehicles

- ii. N/067/01631/24 – Land off Middlesykes Lane – no objection.

**b. ELDC Planning Decisions to Note**

The Council noted the following planning decision:

- i. N/067/01294/24 – Tree Tops, Eastfield Lane, Grimoldby – ELDC has granted Full Planning Permission.

**c. Temporary Traffic Restrictions**

At the time of printing there were none.

**d. Proposed Work to Trees**

The Council considered the following proposed work to trees, it was proposed, seconded and **RESOLVED** to leave the decisions with the tree officers at ELDC, the experts:

- i. **Location:** 29 Tinkle Street. **Proposal:** A6 - Several Ash, Beech, Elm, Oak, Scots Pine, Sycamore And Willow Trees In A.006 - G002 on plan (English Elm) reduce to 4m stem as standing habitat stem due north. T003 on plan (Beech) raise lower branch over the footpath to provide 3m clearance and target prune around amenity wire for 0.5m clearance from footpath, road, street light and amenity wire. T004 on plan (Sycamore) crown lift to 3m over footpath and target prune around amenity wire for a clearance of 0.5m for clearance of footpath, overhead wires and road. T010 on plan (Flowering Cherry) remove tree to near ground level due to multiple cavities, decay and leaning towards neighbouring patio area, to avoid damage to neighbouring property. T015 on plan (Sycamore) reduce height by 1-1.5 m to 16m, and reduce lateral branch due north by 1.5m. Due south branches; reduction of 3m to reduce sail risk and reshape. Tree spread is currently 12m, suggesting a reduction to 7.5m in total. Remove deadwood exceeding 40mm diameter and tidy previous pruning stubs to B. S. T021 on plan (Sycamore) reduce to allow 1.5m clearance from property roof line to avoid damage to residential property. **Reason:** A6 – As per proposals.
- ii. **Location:** Land adjacent Grimoldby Cricket Club. **Proposal:** G26 - Group Consisting Of 4 Ash - Second tree from the west (marked on site) reduce to a 6m high pollard. **Reasons:** G26 - Extensive basal decay and Inonotus hispidus present.

**169. Local Government Pay Claim 2024/25**

The Council noted that agreement had now been reached on the above and as agreed at the October meeting this had been implemented from 1<sup>st</sup> April 2024, in line with NALC recommendations.

**170. Risk Management**

Following a recommendation from the Finance Committee it was proposed, seconded and **RESOLVED** to approve the Risk Register.

**171. Village Maintenance**

Following discussion and a recommendation from the Finance Committee it was proposed, seconded and **RESOLVED** that in 2025/26 Village Maintenance work be re-evaluated, as per the new draft schedule (tabled), hours being averaged out over the year, invoiced monthly, advertised and the works being awarded under new terms.

**172. Finance Policies for Adoption**

Following a recommendation from the Finance Committee it was proposed, seconded and **RESOLVED** that the draft Investment Policy and draft Reserves Policy be approved for use.

**173. Budget 2025/26 / Precept Approval**

The Council noted that the Finance Committee had considered draft budget proposals for 2025/26 on 6<sup>th</sup> November 2024 alongside the Earmarked Reserve Report. It noted current year spend, projections and the condition of its reserves. Following a recommendation from the Finance Committee it was proposed, seconded and **RESOLVED** that:

- a. The Earmarked Reserves Report be approved.
- b. The draft budget 25/26 be approved.

Final Budget 2025/26 for Council				
	25/26 Amount to be taken from Reserves	25/26 Amount to be Precepted For	25/26 Actual Draft Budget	Notes
	£	£	£	
<b>INCOME</b>				
Precept			-	
VAT	-	-	1,000.00	1/4/24 to 31/3/25
Bank Interest	-	-	1,000.00	
Grasscutting cont's from LCC	-	-	2,536.00	Based on 24/25 figure 2510.65 + 1%
HMRC	-	-	-	
Grants	-	-	1,000.00	From TK @ ELDC to go towards new village signs
Allotment rent	-	-	250.00	£25 pa x 10
Pavilion Rent	-	-	560.00	£7 ph x 2 x 40 weeks
Football Club rent	-	-	250.00	As previously discussed
Cllr. T. Knowles	-	-	-	
<b>Total</b>			6,596.00	
<b>EXPENDITURE</b>				
Day to Day Running				
Salary	600.00	11,000.00	11,600.00	Allows for increase in hours or overtime and/or uplift
PAYE/NIC		2,400.00	2,400.00	Allows for above and possible inclusion in pension scheme
Rent (Mtgs)		100.00	100.00	Allows for 2 public mtgs at £50 each
Play Park/Tennis Courts		1,500.00	1,500.00	Allows for maintenance, inspection, repairs and replacements
Tennis Courts	-	-	-	
Grasscutting/maintenance of right of way footpaths	-	-	-	
Seats	-	-	-	
Bus Shelters	-	-	-	
Subscriptions	-	600.00	600.00	LALC, NALC, SLCC, Allotment Soc.,
Grants	-	600.00	600.00	Allows for 3 grants of £200 each
Publications and Training	-	300.00	300.00	
Insurance	-	1,500.00	1,500.00	Allows for possible increase due to tax and addition of assets

Audit	-	250.00	250.00	23/24 £40 internal audit, £210 external
Wreaths	-	40.00	40.00	Remembrance wreaths x 2
Speed Sign	-	-	-	
Shrub/hedge/noticeboard etc Maintenance in G&M	-	-	-	
Defibrillator	50.00	-	50.00	
Elections	-	-	-	
Allotments/Football Field/Pavilion	1,000.00	2,500.00	3,500.00	Grasscutting, power, maintenance etc.
Amenity Grasscutting	300.00	1,200.00	1,500.00	Allows for approx. 12 cuts with a cylinder mower and follow up strimming (weather permitting)
General Reserve	-	-	-	
Platinum Jubilee	-	-	-	
VAT	-	-	-	
Village Maintenance	-	6,240.00	6,240.00	
Admin Equipment/IT	-	-	-	
<b>Total Day to Day Running</b>	<b>1,950.00</b>	<b>28,230.00</b>	<b>30,180.00</b>	

Expenditure Total			80,380.00	
Of which to come from General Reserve			21,592.66	
Of which precepted for			28,230.00	
Income Total			6,596.00	
Precept (expenditure minus income)			21,634.00	
24/25 Cost per band d property (based on 24/25 tax base)			30.87	
25/26 Cost per band d property (based on 24/25 tax base)			32.92	
25/26 Change in band d (based on 24/25 tax base)			2.05	
25/26 Monthly cost per band d property (based on 24/25 tax base)			2.74	
25/26 weekly cost per band d property (based on 24/25 tax base)			0.63	

<b>EARMARKED RESERVES</b>				
	<b>24/25 Amount to be taken from Reserves</b>	<b>24/25 Amount to be Precepted For</b>	<b>24/25 Actual Draft Budget</b>	<b>Notes</b>
EMR War Memorial	-	-	-	
EMR Specialist .gov email addresses/IT	-	-	1,500.00	= Balance at end of 2024/25
EMR Speed Sign	-	-	2,500.00	= Balance at end 2024/25
EMR Play Park	650.00	-	5,000.00	= Balance at end 2024/25 + 650 for tree report and work
EMR Elections	-	-	2,500.00	= Balance at end 2024/25
EMR Audit	-	-	200.00	= Balance at end 2024/25
EMR Allotment/Football Field/Pavilion	500.00	-	6,500.00	= Balance at end 2024/25 + 500
EMR Defibrillator	-	-	1,500.00	= Balance at end 2024/25
EMR Tennis Courts	500.00	-	5,500.00	= Balance at end 2024/25 + 500
EMR Contingency	-	-	4,000.00	= Balance at end 2024/25
EMR Noticeboards	492.66	-	3,000.00	= Balance at end 2024/25 + 492.66
EMR Filing Cabinets/Office Equipment	2,500.00	-	3,000.00	= New in 2024/25 + 2500
EMR Village Signs	15,000.00	-	15,000.00	= New in 2024/25 + 15000
<b>Total Earmarked Reserves</b>	<b>19,642.66</b>	<b>-</b>	<b>50,200.00</b>	

- c. A precept of £21,634.00 be levied in 2025/26 which equated to a 7% increase on 2024/25 and an annual cost to a band d ratepayer of £32.92. It was also noted that these calculations were based on 2024/25 tax base figures and should decrease slightly when current tax base figures were released.
- d. Authority be delegated to the Clerk to complete the necessary forms and submit to ELDC, the Collection Authority.

#### **174. Sexual and General Harassment**

Following the introduction of new legislation which places greater responsibilities and legal requirements on all Employers (which includes each individual Councillor), to take proactive steps to prevent Sexual Harassment at Work. Councillors received a draft policy in relation to the above. It was proposed, seconded and **RESOLVED** to approve this for use. Council also noted that annually Councillors would be asked to attend training and sign a document to confirm that they had received, read, understood and would abide by the policy.

#### **175. Town and Parish Council Scrutiny Survey**

Councillors received details of the above. It was proposed, seconded and **RESOLVED** that individuals should respond and that a corporate response should be considered at the Council's December meeting.

**176. Lloyds Bank, Application for Online for Business**

Further to circulation by email on 15<sup>th</sup> November of the above it was proposed, seconded and **RESOLVED** that signatories should sign the document and that this should be submitted to apply for online banking.

**177. Bins**

Following previous discussion and action, it was proposed, seconded and **RESOLVED** to progress the installation, if possible, of a fourth bin on the corner of Amelia Wood Way.

**178. Next Meeting**

The Council considered arrangements for its December meeting and agreed that this should go ahead, if quorate.

**179. Closed Session Items**

At 8.27pm it was proposed, seconded and **RESOLVED** to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the business to be discussed in the following item, information being of a third party, commercial and confidential nature in relation to the Jet Provost Village Sign. Councillors considered quotes and it was agreed to defer this item while another quote was sought. At 8.31pm it was proposed, seconded and **RESOLVED** to move out of closed session.

**180. Any Other Business**

Cllr. MS reported on the exhibition he had recently attended about proposals to store nuclear waste offshore at Theddlethorpe. He confirmed that if the proposals went ahead, the waste would be delivered in concrete cubes or stainless steel cylinders by rail and a new railway line would have to be built. He had not been able to establish that there was any contingency for the flooding of a new railway line by the sea. He confirmed that the project leaders had stated that if the community said it didn't want the nuclear development then it probably would not go ahead.

The meeting closed at 8.41pm

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

Financial Report - December 2024

			£	£
Opening balance as at 14th October 2024				89,206.92
ADD receipts				
FPI	Wilkin Chapman	Reimbursement		285.00
FPI	Smith YC	Room Hire		70.00
				<u>89,561.92</u>
LESS payments				
1450	SLCC	Annual Membership	139.20	
1494	Mr. K. Towler	Village Maintenance August	433.33	
1496	Dave Skells Traffic Management Ltd	Amenity Grass	600.00	
1497	Manby FC	Football Pitch Grass Cutting x 4	80.00	
1499	G&M1	Employer Costs October	627.75	
1500	HMRC	Employer Costs October	160.46	
1501	Mr. K. Towler	Village Maintenance August	433.33	
1502	LALC	Play Areas Training	87.00	
1503	Dave Skells Traffic Management Ltd	Amenity Grass	300.00	
1504	Manby FC	Football Pitch Grass Cutting x 4	80.00	
1505	Adrip Plumbing & Heating Ltd	Pavilion Boiler Service	120.00	
1506	Foxhall Construction Ltd	Installation of 3 bins	432.00	
1507	SCIS UK Ltd	New Laptop, Setup & Annual Security	1,214.54	
1508	G&M1	Employer Costs November incl. backpay	797.24	
1509	HMRC	Employer Costs November incl. backpay	199.40	
1510	Mr. K. Towler	Village Maintenance October	433.33	
1511	SLCC	Annual Subscription	144.00	
1512	MG Ubique Ltd	Cut Tennis Court Hedge	1,150.00	
1513	G&M1	Employer Costs December	650.80	
1514	HMRC	Employer Costs December	170.47	
1515	Mr. K. Towler	Village Maintenance November	433.33	
1516	Dave Skells TM Ltd	Grasscutting	150.00	
1517	British Gas Trading Ltd	Pavilion Electric	136.25	
1518	PKF Littlejohn LLP	External Audit	252.00	
			<u>9,224.43</u>	<u>80,337.49</u>
ADD Uncleared Cheques				
1450	SLCC	Annual Membership	139.20	
1494	Mr. K. Towler	Village Maintenance August	433.33	
1500	HMRC	Employer Costs October	160.46	
1504	Manby FC	Football Pitch Grass Cutting x 4	80.00	
1508	G&M1	Employer Costs November incl. backpay	797.24	
1509	HMRC	Employer Costs November incl. backpay	199.40	
1510	Mr. K. Towler	Village Maintenance October	433.33	
1511	SLCC	Annual Subscription	144.00	
1512	MG Ubique Ltd	Cut Tennis Court Hedge	1,150.00	
1513	G&M1	Employer Costs December	650.80	
1514	HMRC	Employer Costs December	170.47	
1515	Mr. K. Towler	Village Maintenance November	433.33	
1516	Dave Skells TM Ltd	Grasscutting	150.00	
1517	British Gas Trading Ltd	Pavilion Electric	136.25	
1518	PKF Littlejohn LLP	External Audit	252.00	
Closing balance as at 11th November 2024			<u>5,329.81</u>	<u>85,667.30</u>



## December 2024

Cheque No.	Supplier / Payee	Details	Cheque Total	Invoice Total	VAT	Net	Ref
1513	G&M1	Employer Costs December	650.80	650.80	-	650.80	
1514	HMRC	Employer Costs December	170.47	170.47	-	170.47	
1515	Mr. K. Towler	Village Maintenance November	433.33	433.33	-	433.33	1
1516	Dave Skells TM Ltd	Grasscutting	150.00	150.00	25.00	125.00	DSTM 0940
1517	British Gas Trading Ltd	Pavilion Electric	136.25	136.25	6.49	129.76	A14081741
1518	PKF Littlejohn LLP	External Audit	252.00	252.00	42.00	210.00	SB20242266
<b>TOTALS</b>			<b>1,792.85</b>	<b>1,792.85</b>	<b>73.49</b>	<b>1,719.36</b>	

Planning Schedule  
18th December 2024

Our Ref	Authority	Application No.	Type	Applicant	Proposal	Location	Comments	Deadline for Comments
9/24	ELDC	N/067/00679/23	Planning Permission	Dennis & Marwood Developments Ltd	Erection of 5no. houses with detached and attached garages, construction of a vehicular access and internal access road. <b>Amendment: Proposed changes to layout of house types.</b>	Development Off Church Walk, Grimoldby	<p>Comments below already submitted, to be ratified by Council:</p> <p>Grimoldby and Manby Parish Council Planning Working Group consider that the observations and proposed conditions raised by Lincolnshire County Council Highways should be incorporated into any planning permission granted. The Parish Council remains concerned over the already heavy traffic use along Mill Lane which is a narrow single track carriageway and cul-de-sac [with no footpath] and, therefore, any construction traffic to the site along Mill Lane should be prevented or severely restricted.</p> <p>Mill Lane is extensively used not only by the current residents but also by delivery, refuse vehicles etc., which regularly have to reverse into and along and out of the lane creating hazards to other road users and bordering properties.</p>	06/12/2024