

Woolsthorpe-by-Belvoir **Parish Council**

Minutes of the Annual Parish Council Meeting held at Woolsthorpe Village Hall
Wednesday 14th May 2025 at 7.30pm

PRESENT

Cllr McCallion
Cllr Harcastle-Waugh
Cllr Bunn

Julie Gillies New Clerk & RFO

GUESTS

DC Rob Leadenham

6 Residents

1. **To Elect a Chair for Woolsthorpe by Belvoir Parish Council for the ensuing year 2025/2026**
Cllr. McCallion was proposed by Cllr Bunn and seconded by Cllr Hardcastle-Waugh.
2. **To receive the Declaration of Acceptance of Office form from the Chair for 2025/2026**
Signed.
3. **To Elect a Vice-Chair of Woolsthorpe by Belvoir Parish Council and to receive the Declaration of Acceptance of office form for the ensuing year 2025/2026**
Cllr. Hardcastle-Waugh was proposed by McCallion and seconded by Cllr Bunn and the declaration of office form was signed.
4. **Public Forum – To Resolve to suspend standing orders for a maximum of 15 minutes to allow members of the public to make comment.**
Cllr. McCallion read a statement regarding the suspension of standing orders to allow parishioners to speak. He clarified the rules governing the meeting, emphasising that it was a Parish Council meeting conducted in public, not a public meeting for parishioners.

The meeting adjourned at 19.43

A parishioner raised concerns about the timeliness and transparency of information regarding local events and activities, requesting assurance that such matters were brought to the Chair for appropriate action and communication to parishioners. Reference was made to a perceived delay in information reaching the Parish Council, particularly in relation to the Vale Parish Group (VPG)

The Chair noted that VPG meetings were held only when needed, not monthly. Sarah Turtle clarified that the most recent VPG notes had not yet been approved for distribution. She also noted that she had previously requested the Parish Council be copied into communications, although historically this had not been standard practice. Sarah emphasised that she volunteered significant time representing the village and attends Safety Advisory Group (SAG) meetings, which do not issue formal minutes. She added that no Sub-SAG meetings had taken place since the last update. Sarah expressed that while the comments were not intended as a personal criticism, she felt the need to defend her efforts as a volunteer doing her best to keep the village informed.

It was confirmed that any matters of significance or importance would be relayed to the Parish Council for circulation to the village if felt appropriate.

Sarah was asked to take this feedback to the VPG.

It was confirmed that sufficient information had been made available for individuals to contact the Forbidden Forest organisers directly via the publicised email address. All individuals who submitted queries have received responses.

The meeting re-convened at 19.58

5. To Receive Apologies for Absence and Resolve to Accept the Reasons Given

There were no apologies for absence.

6. To Receive Declarations Of Pecuniary Interest In Accordance With The Localism Act 2011

No declarations of Members interests in relation to agenda items.

No requests for dispensations from Members.

7. To Resolve to fill by Co-option Parish Councillor Vacancies

Five applications had been received and the applicants were asked to introduce themselves and questions were asked.

20.28 – the Parish Council retired into private deliberations.

20.42 – the Parish Council re-convened to announce the decision.

It was resolved to co-opt Amanda Hill, Paul Hill and Kristine Price to the Parish Council.

Unfortunately, Cllr. Packer had submitted his resignation at this meeting and so the process would start again to fill the vacancy.

8. Draft Minutes of the Parish Council meeting held on Monday 17th March 2025 to be approved as minutes.

The meeting adjourned at 20.45

Under item 83/25, Sarah Turtle requested a right to reply regarding concerns raised about flooding photographs. She explained that photographs had been left at her home and a meeting had been arranged with another parishioner to review them. Sarah did not feel the parishioner had accurately reflected the situation.

Sarah clarified that Cllr. Whittington was not involved at the time because Lincolnshire County Council do not possess a map of the area in question.

The meeting re-convened at 20.50

The minutes were signed by the Chair as a true and accurate record of the meeting.

9. Allocation of roles

The remit of the roles was explained and the Chair would circulate a parish map.

Speed signs – Cllr. P. Hill

The meeting adjourned at 20.52

A parishioner noted that it was possible to take a reading of how many vehicles passed a specific sign. A query was raised regarding how far back the data could be accessed. Sarah explained that while the data could be difficult to interpret, it was valuable and parameters could be set to extract specific information. The system recorded both directions of traffic and vehicle speeds, which could be used to demonstrate to the relevant authorities that there were issues at particular times of day.

The meeting re-convened at 20.55

Cllr. McCallion confirmed that the sign located by the old hunt stables was capable of recording traffic data, including vehicle counts and speeds. He provided an overview of how the system operated and noted that the instruction booklet for the device was stored in the cupboard.

Playground – Cllr. P. Hill – weekly checks. A check sheet to be given and training details forwarded.

Defibrillator checks – Malcolm Duff to be asked.

Planning – Cllr. Bunn

Finance – Tom Packer had offered to be a volunteer consultant and this was **agreed**.

Potholes – All councillors to check.

Dog mess checks with photographs – Cllr. Hill.

It was reported that dog waste bags were being hung on a tree along a public walkway. The Chair has contacted SKDC to raise the issue and will follow up for a response. A parishioner volunteered to assist with the matter. An additional waste bin would be ordered and Cllr. Bunn and Cllr. P. Hill to install it once received.

Community Cleaner – Clerk

Noticeboard – Cllr. McCallion

Emergency Plan – Cllr. Hardcastle-Waugh.

Community Speedwatch co-ordinator – Cllr. Hardcastle-Waugh to speak to Carol Jarvis to identify somebody trained who would coordinate.
New Playground – Cllr. P. Hill

10. To review and adopt the following policies:

- a) Standing Orders for the Council
- b) Financial Regulations for the Council
- c) Code of Conduct
- d) Complaints Procedure
- e) Equality and Diversity
- f) Social Media Policy
- g) Environment & Sustainability Policy
- h) Communication Policy
- i) Co-Option Policy

All Parish Council policies were reviewed, and it was unanimously **agreed** to accept them in their current form.

11. Finance

- a) It was resolved to accept the Play Area grass cutting for 2025. This was explained as for the growing season and at the discretion of the contractor.
- b) It was resolved to agree the hire charges for use of Woolsthorpe Village Hall at £25ph, Councillors thanked the village hall for their support.
- c) It was resolved to accept payments, monies received and note bank balance – *appendix i*
- d) It was resolved to agree the Q4 and Year End Bank reconciliations – *appendix ii*
- e) The AGAR for 2024/2025 was postponed until after the internal auditor review had taken place. An extraordinary meeting to be arranged for approve this.

12. To consider the Following Planning Applications

Nothing to report.

13. To resolve to agree Parish Council meeting dates for the year 2025/2026

It was agreed to set the extraordinary meeting as Wednesday 11th June at 7pm and the next ordinary meeting on Monday 14th July at 7pm.

14. Vale Parish Group Update

Sarah Turtle, the Parish Council representative to the Vale Parish Group, reported that during the Vale Parish Group meeting at the end of April, flooding had been a key topic of discussion. It was noted that Bottesford had hosted a presentation by "Flood Mary," a volunteer from Bristol who has supported communities affected by severe flooding. The VPG was currently exploring the possibility of arranging for her to present to several local areas. Further updates would be provided as more information became available.

It was reported that the *Noisily* Festival had been cancelled for this year following a buyout. All tickets purchased have been refunded.

The new team organising Forbidden Forest have been proactive. Fireworks were planned for one night, but clarification on whether they would be low noise had not yet been received. Road closures and speed restrictions for the event were explained, though Lincolnshire's closures were not currently listed on the national roadworks website.

A dedicated contact number would be provided for reporting any issues, and parishioners were encouraged to use it so that organisers could address concerns and make improvements for future events.

Police presence for the Forbidden Forest event had been increased, and police working hours have been revised to not include travel time. Noise complaints could be reported via the event's hotline or to South Kesteven District Council's Environmental Health team, as the event falls within Lincolnshire.

A roving sound monitor would be in place, and the sound management company has a strong reputation, although monitor placement was still to be confirmed. The impact of noise would depend on weather conditions, and organisers have reportedly invested £500,000 in a new sound system. No event buses should pass through Denton or Woolsthorpe, as confirmed again this year. Parishioners were encouraged to report any buses that deviated from the agreed route. The transport plan would be shared with the Parish Council.

The organising company was keen to work collaboratively but acknowledged that improvements were still needed; feedback was essential to help them continue progressing, and significant improvements have already been made over the years. Last year, issues were reported at Cobleas due to parked cars.

Responsibility for the permissive footpath remained unclear, as neither SKDC nor Lincolnshire County Council have taken ownership. Cllr. A. Hill to make further enquiries to identify the appropriate contact.

A suggestion was made for a Speedwatch campaign during the Forbidden Forest event and data from the speed sign be collated to back up concerns.

Drainage responsibilities remained unclear and no definitive data was available. It had been suggested that responsibility was with individual landowners. Sarah requested and was granted permission to approach the Belvoir Estate for clarification. Although Lincolnshire County Council reportedly held an asset register, it could not be downloaded and staff appeared unaware of its existence. Sarah to submit a Freedom of Information request to try to obtain the data. It was noted that purchasing the relevant maps would be costly; however, if the Parish Council registered as a statutory body, it may be able to access the maps free of charge.

The meeting adjourned at 21.40

A parishioner explained the steps she had taken to obtain the maps.

The meeting reconvened at 21.42

15. Village Maintenance

A dog waste bin would be installed at Cobleas, and a dog bin with a post would be provided for Bull Hill.

A resident had reported via FixMyStreet that the road markings at the crossroads were worn; repainting has been scheduled.

The meeting adjourned at 21.47

A parishioner raised concerns about hedge maintenance.

The meeting re-convened at 21.49

It was reported that the hedges have already been cut, however, due to the nesting season, no further work would be carried out until it ended. Cllr. McCallion to remind Antony Haslam of the situation.

The hedge next to the playground at the new cottage was a private hedge. Cllr. McCallion to speak to the resident regarding its upkeep.

Cllr. P. Hill to assess the seats with a view to staining and repairing, and the hedge by the bus shelter.

It was reported the asset register was complete and would be shared with councillors to be signed off before publicising.

The meeting adjourned at 21.51

A parishioner queried depreciation on the asset register.

The meeting reconvened at 21.53

16. Community Speedwatch

Nothing further to report.

17. Date of the next meeting

Extraordinary meeting - 11th June 2025 at 7pm

Ordinary meeting – 14th July 2025 at 7pm.

There being no further business the meeting closed at 21.54.