

NAVENBY WITH SKINNAND PARISH COUNCIL MEETING MINUTES

Date/ Time: **Tuesday 6th May 2025** at 7.30 pm.

Location: The Parish Office @ The Venue, Navenby.

Present (Cllrs): Mr M J Burt (Chairman); Mrs E Carless (Vice Chair); Mr K Gunning; Mr R Baker; Mrs H McFaul; Mrs J Thompson-Burt; Mr C Mills & Mr C East.

In Attendance: Ms S Letham (Parish Clerk) & Mr A Callander (Asst Clerk/RFO)

Absent/Apologies: Nil

1. Chairman's Welcoming Remarks. The Chairman welcomed everyone to the meeting & introduced Andrew Callander, the new Parish Council Assistant Clerk/Responsible Finance Officer (Asst Clk/RFO) to the Team

2. Public Session. There was 1 resident present - see Item No 7.

3. Apologies for absence and declarations of interest in accordance with the requirements of the Localism Act 2011. Consider any applications for dispensations in relation to disclosable pecuniary and/or prejudicial beneficial interests.

Absences – None.

Declaration of Interests – None.

4. To consider and sign the minutes from the previous Parish Council Meeting, held on Tuesday 1st April 2025. It was proposed by Cllr Gunning and seconded by Cllr Baker and therefore **RESOLVED** that the minutes from the previous Parish Council meetings held on 1st April 2025, should be accepted as a true record of the meeting. NB All Cllrs voted in favour of the motion.

5. To consider the financial report and authorise payments (Appendix A). After consideration, it was proposed by Cllr Gunning and seconded by Cllr McFaul and therefore **RESOLVED** that all expenses listed in Appendix A were authorised and that the Clerk would proceed with updating the signatories on the CO-OP Bank to include the new Asst Clerk/RFO, Cllrs Baker & Carless, as well as to remove Cllrs Watts, MacDonald, East, Lamyman & Woollas. NB All Cllrs voted in favour of the motion. Cllr Gunning advised that he would authorise the on-line payments.

Action: The Clerk to update the signatories/authorised users on the CO-OP bank.

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6. To consider updates from District/County Councillors.

Cllr Hagues – present. Newsletter supplied.

Cllr Overton – not present. Newsletter supplied.

7. To consider updates from local police. The Deputy Police & Crime Commissioner was in attendance – Mrs Sara Munton (resident of Navenby) was introduced by Cllr McFaul. Mrs Munton explained her role and advised that she was keen to attend future meetings and represent the residents of Navenby. She welcomed comments from Council members in respect of policing requirements. After discussion, it was agreed that the Chairman would compile a list of issues being experienced (especially in relation to speeding) and forward to her for consideration.

Action: The Chairman to write to Mrs Munton detailing policing issues & speeding vehicles currently affecting Navenby.

8. To consider Planning Matters

a. **Planning Applications** – no comments.

b. **Correspondence** – no comments.

c. **Tree Conservation** – no comments.

9. To consider correspondence. 25 Apr 25 LCC Statutory Consultation for DM/308 (parking restrictions on Winton Road) – after discussion it was agreed that the Clerk would write back to LCC to advise that they wished to see the yellow lines on the opposite of Winton Road.

Action: The Clerk to write to LCC and request that the yellow lines they propose are replicated on the other side of Winton Road leading from the junction with the A607.

10. To consider and approve a proposal to reinstate the payment of a fee by the Parish Council to the Venue for the exclusive use of its office accommodation.

After discussion, it was proposed by Cllr Mills and seconded by Cllr Carless and therefore **RESOLVED** that the PC pay an annual contribution (sum TBD) to the Venue for the “exclusive use” of office accommodation. NB All Cllrs voted in favour of the motion.

11. Updates from Portfolios Holders:

a. **Cemetery.** Nothing to report.

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b. Highways.

Community Speed Watch (CSW) – the Chairman advised that the CSW only had a few dedicated volunteers and therefore were only able to man one session a week.

Bus Shelter outside the CO-OP – consideration & approval of a quotation (£432 inc VAT) from Bennett Developments for repairs. After discussion, it was agreed to put the quote on hold and that the Clerk approach NKDC & LALC and ask if they have a “Approved Contractors” list that we could use when needing to find a contractor. Cllr Mills advised that he’d research sourcing suitable building contractors and devise a generic request for quotation template. Cllr Mills also took an action to work with Mr Bennett to discuss his risk assessment and method of work to develop it to a standard he thought acceptable.

Action: The Clerk to contact NKDC & LALC about accessing their “Approved Contractors” list. Cllr Mills to source suitable contractors and devise a generic request for quotation template, as well as, work with Mr Bennett to develop his risk assessment & method statement.

c. Play Areas.

Twenty Row. The Twenty Row play area is looking tired – after discussion, it was proposed by Cllr Thompson-Burt and seconded by Cllr Baker and therefore **RESOLVED** that Cllr Thompson -Burt would proceed with investigations to look at a redesign of the play area and report back to the council. NB All Cllrs in favour of the motion.

Action: Cllr Thompson-Burt to investigate a complete redesign of the 20 Row play area.

North Lane stone wall repair quotations – after discussion, it was proposed by Cllr Gunning and seconded by Cllr Baker and therefore **RESOLVED** that the Clerk would authorise C R Stoneworks to proceed with emergency repairs only at a cost of £100. NB 7 Councillors voted in favour of the motion and 1 abstained.

Action: The Clerk to authorise C R Stoneworks to proceed with emergency repairs.

20 Row slide installation quotations – after discussion it was agreed that the quotations from Bennett Developments & EKM Ltd would be placed on hold

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until Cllr Mills had researched sourcing other contractors and developing a generic request for quotation template.

d. **Library.** The Chairman advised that Tony Watts (ex Cllr Watts) had confirmed that he was happy to continue running the library even though he had left the Council.

e. **Website/IT.** Cllr Mills advised that he was still to arrange a meeting with the Clerk to discuss improvements to the PC website.

f. **Venue Trustee Chairman.** The Chairman advised that he had contacted a local legal firm (Wilkin, Chapman & Rollit) who were happy to work with the Council in respect of understanding the legal issues regarding Councillors also having the responsibility of being on the Committee of Management for the Venue. They would also advise on the level of risk and how to manage it.

g. **Community Wellbeing including Youth Club & Youth Café.** Cllr McFaul advised that several successful events had taken place recently including the first “Man Shed” discussion group. Cllr Thompon-Burt made comment that there was a need to balance activities and cater for the elderly as well as the younger residents. The Chairman advised that Armed Forces Community Association (AFCA) had delivered the voluntary car scheme leaflets and that a leaflet drop around the village would need to be organised. The Chairman also advised that he'd contact the surgery Practice Manager about promoting the scheme to patients.

Action: The Chairman to contact the Navenby Surgery Practice Manager regarding promoting the new voluntary hospital car scheme

h. **Speed Indicator Device (SID).** No comments.

i. **Defibrillators.** Cllr Gunning advised that all the defibrillators were in-date for serviceability.

j. **Street Lamps.** No comments.

12. Date & Time of next meeting scheduled for 10th June 2025 @ 7.00pm.

Minutes Accepted (Chairman) *Original Signed M J BURT* M J Burt Date: 10 June 2025