

**NAVENBY WITH SKINNAND PARISH COUNCIL
MEETING MINUTES**

Date/ Time: Tuesday 1st July 2025 at 7.00 pm.

Location: The Parish Office @ The Venue, Navenby.

Present (Cllrs): Mr M Burt (Chair); Mrs E Carless (Vice Chair); Mr R Baker; Mr C East
Mrs J Thompson-Burt; Mr C Mills

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

1. **Chairman’s Welcoming Remarks.** The Chair welcomed everyone to the meeting.
2. **Public Session.** No members of the public in attendance.
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: Mrs H McFaul; Mr K Gunning
Declaration of Interests: None

4. **To consider and sign the minutes from the previous Parish Council Meeting, held on 6th May 2025.** It was proposed by Cllr Thompson-Burt, seconded by Cllr Mills and thereafter **RESOLVED** that the minutes from the previous PC meeting held on 10th June 2025, should be accepted as a true record of the meeting. All Cllrs voted in favour of the motion. The Clk updated Cllrs on outstanding actions from previous meetings of 6th May and 10th June.
5. **To consider the financial report and authorise payments (Appendix A).** The RFO briefed Cllrs on the Financial Status Sheet. After consideration, it was proposed by Cllr Mills, seconded by Cllr Carless and thereafter **RESOLVED** that all expenses listed in Appendix A were authorised. All Cllrs voted in favour of the motion.
6. **To consider updates from District/County Councillors.** Cllr Hagues and Cllr Overton not present – both had provided newsletters.
7. **To consider updates from local police.** None
8. **To consider Planning Matters.**
 - a. **Planning Applications.** Nil.

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- b. **Correspondence.** Land to East of High Dyke and to East and South of Jubilee Way. 24/0583/FUL. Residential development of 34 affordable dwellings. Approved.
- c. **Tree Conservation.** 50 High Street. 25/0694/TCA. T1 Hawthorn - Reduce crown radius to 2.5m and height to 4m. T2 Eucalyptus - Pollard at 4m from ground level. T3/4 Silver Birch - Reduce height to 7m and reduce boughs crossing into neighbouring property to boundary line. T5 Field Maple - Reduce crown radius to 1.5m. Approved.
9. **To consider correspondence.**
- a. 10 June 2025. Mr Ron Wild. Request for Traffic Regulation Order. Green Man Road to cover section between junction of Green Man Road/A607, towards A15, 1/3 mile to junction of Green Man Road/High Dyke, limiting axle weight of traffic and speed limit to 20 mph. **Action:** Councillors noted all of Mr Wild's points. These will be included in an overall traffic improvements request that the Parish Council intends to submit to LCC Highways, but from previous correspondence with Highways they are unlikely to be approved; the Clerk is to contact Mr Wild to manage his expectations.
- b. 18 June 2025. Mrs Louise Valentine. HGV Traffic Survey High Street/Church Lane junction. To consider next steps. **Action:** Councillors noted all of Mrs Valentine's information. This will be included in an overall traffic improvements request that the Parish Council intends to submit to LCC Highways. **Action:** Clk to approach LCC Highways regarding the weight-bearing capacity of the bridge near Old Station, Church Lane in light of the information provided, as well as the extensive damage caused to the edges of the carriageway between Church Lane and the bridge.
- c. 11 March 2025. Mrs Lousie Valentine. Resident request for marked parking bays on High Street. To consider request again. **Action:** While Councillors considered there was no new evidence to change the original decision, parking on the High Street would be considered as part of the overall traffic improvements request that the Parish Council intends to submit to NKDC Highways.
10. **Navenby Christmas Lights Switch On 2025 – to consider PC support for event. Action:** Clk to discuss event with Cllr McFaul and Mr David Clarke with a view to presenting the Parish Council with a proposal on organisation and support.
11. **Clerk/Councillor Relationship.** Councillors acknowledged the value of the article by *Nick Randle OBE, Clerks & Councils Direct, May 2022*.
12. **Updates from Portfolios Holders:**

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- a. **Cemetery.** Nothing to report.
- b. **Highways.** The Chair advised that the Deputy Police and Crime Commissioner (DPCC) accompanied the Community Speed Watch team on 28th June. The team still needs more volunteers.
- c. **Play Areas.**
 - (1) 20 Row Play Area – New signage erected. With 8 weeks until ROSPA inspection, lubrication and anti-fouling tasks completed but railings require painting, and some minor repairs are outstanding. Clk has approached Newby Leisure regarding survey to move climbing wall and develop wider play area.
 - (2) North Lane Play Area – New signage to be erected 2 July. Lubrication and anti-fouling tasks completed but slide and bin requires painting.
 - (3) Both Play Areas – Clk to scope tree survey provision for both play areas (and all other PC areas with trees).
- d. **Library.** Tony Watts (Lead Volunteer Coordinator) remains content to apply for annual LCC library grant. Navenby Primary School had acknowledged Parish Council assistance in meeting its fundraising goal.
- e. **Website/IT.** Clerk to meet with Cllr Mills on 7 July to discuss improvements to PC website. Cllr Carless remains content to continue monitoring social media account.
- f. **Venue Trustee Chairman.**
 - (1) **To agree the principle that the Parish Council should pay for its office.** After consideration of the fact that although the PC is the legal owner of The Venue because Charity Law prevents the Navenby Playing Field Association from owning property, the latter is the beneficiary owner, and therefore the PC is a user of the facility in the same way as any other hirer, it was proposed by Cllr Burt and seconded by Cllr Carless that the PC should pay for the use of its office. As the vote was 3 in favour and 3 against, the Chair used their casting vote in favour to break the deadlock. Cllr Baker asked that it be recorded in the minutes that he was against the motion. It was thereafter **RESOLVED** that the Parish Council should pay for its office.
 - (2) **To agree what that figure should be.** After consideration of three costing options (two based on the algorithm used to calculate existing Venue hire

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charges (£13K and £7.5K) and one reflecting local office hire costs based on the square footage occupied (£6280), it was proposed by Cllr Burt and seconded by Cllr Carless that the cheapest option of £6280 be adopted. With 5 votes in favour and 1 abstention it was thereafter **RESOLVED** that the Parish Council will pay £6280 annually.

(3) **To agree whether to proceed with new valuations of Venue and Pavilion buildings.** To be discussed at NPFA meeting on 9th July.

g. **Community Wellbeing – Dementia Carers’ Cafe.** Cllr Thompson-Burt raised her concern that the annual grant of £200 to support the activities of the Dementia Carers’ Café will not cover the requirement. The Chair highlighted that the Café will also be getting a grant from the Co-op, which she was unaware of. **Action:** Cllr Thompson-Burt to liaise with Mrs Hall to determine whether or not there will be a shortfall in funding.

h. **Speed Indicator Device (SID).** Nothing to report.

i. **Defibrillators.** All defibrillators in-date for serviceability.

j. **Streetlamps.** 2 x broken streetlights on East Rd reported to *eon*.

12. Date & Time of next meeting: 2nd September 2025, 7.00pm.

Minutes Accepted Original Signed by M J Burt (Chair) Date: 2nd September 2025