

An Annual Meeting of Canwick Parish Council was held on Wednesday 28 May 2025 at the Village Hall, Montagu Road, Canwick. County Councillor Cawrey, the Clerk and three Parishioners were also present.

Present: Councillor L.J. Pennell – Chairman
Councillor H.L. Dowson
Councillor R.C. Narborough
Councillor L.T. O'Melia

1. Election of Chairman for the Ensuing Year & Declaration of Acceptance of Office: The retiring Chairman asked for nominations for the position of Chairman. Cllr Narborough proposed that the current Chairman continue and this was seconded by Cllr O'Melia. There were no further nominations and the resolution was unanimously agreed. Cllr Pennell accepted the position of Chairman. The Declaration of Acceptance of Office was duly signed.

The Chairman welcomed all present.

The Chairman asked the parishioners present if they wished to discuss anything in particular. One replied that she was very concerned about all the building development that was proposed for Bracebridge Heath and Canwick and the increased volume of traffic. The Chairman stated one suggestion for traffic management had been a one-way system with a roundabout at Mill Lodge. He then reminded everyone that the permission is only outline at this stage so "nothing is set in stone". Another parishioner complained about two blocked drains in the village that had been reported to LCC 'Fix my Street' but nothing had been done. Cllr Cawrey stated she would investigate.

2. Apologies and Declarations of Interest: Apologies had been received from Cllr Carrington, Cllr Griffin, District Cllr Goodwin and District Cllr Harrington. Cllr Griffin was unable to attend due to on-going medical treatment and the Chairman asked members for acceptance of the reason. All accepted. There were no Declarations of Interest. The Chairman reminded members they could make the appropriate declaration at any stage should it become necessary.

3. Election of Vice-Chairman for the Ensuing Year & Declaration of Acceptance of Office: Nominations for the position of Vice-Chairman were invited. Cllr Narborough proposed Cllr Carrington and this was seconded by the Chairman. There were no further nominations and the resolution was unanimously agreed. Cllr Carrington had previously stated he would be willing to continue as Vice-Chairman if nominated. The Declaration of Acceptance of Office to be signed on Cllr Carrington's return.

4. Appointment of Members to Committees: The Chairman proposed to re-appoint members en-bloc. This was seconded by Cllr Narborough. Agreed by all.

Planning: Lead Member Cllr Carrington, Cllr Pennell, Cllr Griffin and Cllr Dowson.

Environment: Lead Member Cllr O'Melia and Cllr Dowson.

Finance: Lead Member Cllr Pennell and Cllr O'Melia.

Bank Signatories: Revalidated Cllr Pennell, Cllr Carrington, Cllr Griffin and Cllr O'Melia.

Communication: Lead Member Cllr Carrington, Cllr Narborough and Cllr Dowson to assist.

The Chairman and Vice-Chairman Ex-Officio Members on all standing committees

5. Clerk's Notes from the Meeting held on 14 April 2025: The notes from this meeting had been distributed to each member. The Chairman proposed that the notes be accepted and approved as minutes for signing and this was unanimously agreed.

6. Matters Arising:

6a. Information Packs for New Residents: None.

6b. Website: Routine maintenance.

7. Planning: The Chairman reminded members that any District Councillor present could not express an opinion on any of the planning items.

7a. 24/0841/RESM – Lincoln South East Quadrant, North of Canwick Avenue and East of London Road, Bracebridge Heath: Amended plans had been received and e-mailed to members. The Chairman asked if they had any comments to let the Clerk know so a response could be formulated. It was noted most of the properties would be in Bracebridge Heath.

7b. 24/1208/FUL – Erection of Dwelling and Double Garage – Land to Rear of 12 Heighington Road: Refused by NKDC.

7c. 25/0037/FUL – Erection of 2 Detached Single Storey Buildings and Associated Pedestrian Landscaping – International Bomber Command Centre: Approved by NKDC.

7d. 25/0560/HOUS – Replacement of Roof to Two Storey Outbuilding – Grange Cottage, Grange Lane: This had been e-mailed to members. After discussion the Chairman asked members if they had any comments to let the Clerk know so that a response could be formulated. It was noted it would not be seen from the road.

7e. Items Notified since Publication of the Agenda: 25/0621/TPO - Greenways, Hall Drive. This had been e-mailed to members. The Chairman asked members if they had any comments to let the Clerk know otherwise a 'No Comments' response would be sent.

8. Environment:

8a. Highways Issues: The Chairman reported that the Litter/Dog Waste Bin at the entrance to the playing field was not stood upright. He suggested if Jenny Bailey's team deem it unrepairable we purchase a new one. All agreed. It was noted School Lane had been strimmed and the footpath on Heighington Road had been cleaned. Cllr Dowson reported shrubs overhanging the pavement on 12 Heighington Road. To be monitored.

8b. Path to Bracebridge Heath Recreation Ground: On-going.

8c. Litter/Dog Waste Bins – Linden Homes Estate: The Chairman reported three bins had been installed on the estate and one outside the Village Hall. Jenny Bailey at NKDC had been thanked for her help in the matter.

8d. Request for Speed Survey: Cllr Cawrey stated she will chase up the speed survey. She also informed members that other speed signs could be erected but Highways permission would be required first.

9. Correspondence:

- 9a. NKDC Parish & Town Council Newsletter April/May 2025:** This had been e-mailed to members and was noted.
- 9b. LCC Town and Parish Council Newsletter – April 2025:** This had been e-mailed to members and was noted.
- 9c. Highways News:** This had been e-mailed to members. The Chairman asked if there were any points they wished to raise. Nothing raised.
- 9d. Induction of New Vicar:** This had been e-mailed to members. The Chairman asked members if anyone wished to attend to let the Clerk know.
- 9e. Proposed Memory Bench:** An email had been received from a lady wishing to have a memory bench for her deceased son. She had been referred to the Manager of Canwick Care Home as he had worked there for several years and it was thought to be appropriate to have the bench in the grounds there.
- 9f. Insurance Renewal:** This had been e-mailed to members. It was noted there is a 3 Year discount scheme and the Clerk to enquire to see if there is a discount available for this year's premium of £786.69 if we subscribe to it. All agreed to pay up to the full price if the Clerk could not secure a discount.
- 9g. Items Received since Publication of Agenda:** None.

10. County and District Councillor Reports: No District Council report.

Cllr Cawrey reported on the new Council Administration. She expressed disappointment that at the first full meeting of the new Council the Flood and Water Management Committee was abolished to save money and streamline the Council. She felt it was a bad mistake as public bodies were being held to account over flooding.

11. Village Hall: No update.

12. Finance:

12a. Bank Account Update: The Chairman reported that on 30 April the balance on the Deposit Account was £48,055.28 with £52.63 new interest. The balance on the Current Account was £543.16.

12b. PWLB Loan: The direct debit of £178.65 for the PWLB was due on 2 June. Payment agreed.

12c. Payments Due in May/June: See 9f and 12b. A payment of £95.76 was due to Glendale for grass cutting 7 April 2025. Payment agreed.

12d. Transfer of Funds: The Chairman proposed transferring £800 from the deposit account to the current account to cover the payments due. All agreed.

12e. Audit: Approval of AGAR Forms:

The Chairman reported there had been no formal observations on the internal audit.

i) Annual Governance Statement – Members considered each of the statements in the Annual Governance Statement. The agreed answers were 'Yes' to questions 1-8 and N/A for question 9. The form was duly signed.

ii) Accounting Statements – The Chairman gave a brief report on what the CIL money had been spent on. Members then approved the Accounting Statements. The form was duly signed.

iii) Exemption Certificate – The Chairman reminded members of the requirements to claim the Certificate of Exemption. Both our income and expenditure had been under £25,000. Members considered the requirements for submission of the Certificate of Exemption and re-affirmed that one be submitted. The form was duly signed.

The required documents would also be published online.

13. Urgent Items for Information: The Chairman reported that two Independent NKDC Councillors had decided to create a Reform Group. This had changed the political balance on the Council.

14. Date of Next Meeting: The next meeting was scheduled for 7pm on Monday 16 June 2025 at the Village Hall, Montagu Road, Canwick.

There being no further business the Chairman closed the meeting at 8.14pm.

Signed:

Date: