

INGOLDSBY PARISH COUNCIL MEETING

Minutes of the Ingoldsby **Annual Parish Council meeting** held on Wednesday 21 May 2025 at 8.30pm in the Village Hall, Main Street, Ingoldsby

The Chair proposed that the Annual Parish Council Meeting commence earlier than advertised at 8.00pm. The proposal was seconded by Councillor Nelson and the motion was passed unanimously by resolution of the Council.

Public Forum

Councillor Kenyon asked for an article to be added to the Summer newsletter advising dog walkers to respect private property after incidents of dog fouling on residential paths and drives.

1) ELECTION OF CHAIR AND DECLARATION OF ACCEPTANCE OF OFFICE (26/013)

Councillor Leigh proposed Councillor Eldred for the role of Chair. Councillor Eldred confirmed her candidacy. The proposal was seconded by Councillor Nelson and the motion was passed unanimously by resolution of the Council.

2) ELECTION OF VICE CHAIR AND DECLARATION OF ACCEPTANCE OF OFFICE(26/014)

Councillor Leigh proposed Councillor Kenyon for the role of Vice-Chair. Councillor Kenyon confirmed his candidacy. The proposal was seconded the Chair, and the motion was passed unanimously by resolution of the Council.

3) WELCOME REMARKS BY THE CHAIR (26/015)

The Chair welcomed members to the meeting and thanked the parishioners for their attendance.

4) PRESENT (26/016)

Councillor Eldred, Chair
Councillor Kenyon, Vice-Chair
Councillor Leigh
Councillor Nelson
Councillor Searson

5) APOLOGIES (26/017)

None.

6) DECLARATIONS OF PECUNIARY INTEREST & DISPENSATIONS (26/018)

The Chair reported her interests in relation to the Village Hall Committee.
Councillor Nelson reported her interests in relation to the Playing Field Committee, PTA and PTFA.

7) SIGNING OF THE MINUTES (26/019)

Members resolved to accept the Clerk's notes of the Parish Council Meeting on 30 April as true and accurate record of that meeting.

8) GENERAL MATTERS (26/020)

a) Report from District Councillor Trotter

District Councillor Trotter stated that South Kesteven District Council will be holding their AGM on 22 May 2025. The Committee will discuss a variety of matters from planning to the environment.

She explained that there are plans to site a battery storage facility at Oasby next to Nightingale Woods; the Lincolnshire Countryside is 'getting hammered'. There are also plans to site pylons from Spalding to Melton Mowbray. It is Councillor Trotter's intention to find out what SKDC's stance is in relation to these proposals at the AGM. The planning reference is S25/0859. The applicant has stated that they can mitigate any impact on the environment and wildlife. Councillor Trotter stated that she feels very strongly about this and will be standing down from the Planning Committee to support the action group. Councillor

Keynon talked about the concerns including fire associated with these facilities; another facility of this nature has been proposed for the Navenby area. Parliament had recognised that there was a large number of these national infrastructure projects in Lincolnshire, and they planned to review this.

Councillor Trotter said that there will be local presentations about local government reorganisation at the Council Chambers in Grantham on 17 and 23 June 2025.

Councillor Trotter also spoke about the local initiatives in Grantham that are being supported by the District Council considering the cost-of-living crisis; food banks. Details can be found at www.southkesteven.gov.uk/welfare-and-financial-advice/help-food.

Councillor Trotter updated the meeting on the status of Lincolnshire Police; it is one of the lowest funded police forces in the country and they have been placed in enhanced measures; the Peel Report is available online. They have managed to obtain 5.7million in funding. Councillor Trotter stated that she still sits on the Police and Crime Commissioner Panel.

b) Code of Conduct

Councillor Kenyon proposed that the Code of Conduct is re-adopted. The proposal was seconded by Councillor Leigh and the motion was passed unanimously by resolution of the Council.

c) Policies (General)

The Chair proposed that all current policies are re-adopted with a view to updating the portfolio throughout the 2025/26 financial year. The proposal was seconded by Councillor Nelson and the motion was passed unanimously by resolution of the Council.

d) Employment Policies

Councillor Searson proposed that the following policies are adopted.

- i) Dignity at work policy
- ii) Disciplinary policy
- iii) Performance improvement policy and procedure

The proposal was seconded by Councillor Leigh and the motion was passed unanimously by resolution of the Council.

Action: Clerk to add the Code of Conduct and policies to the website. Clerk to adopt a local government template capability policy.

e) Bank Mandate

The Clerk informed the meeting that HSBC had failed to put into effect any amendments to the list of authorised signatories in recent years. Councillor Kenyon proposed that the bank mandate is updated. The proposal was seconded by Councillor Leigh and the motion was passed unanimously by resolution of the Council.

Action: Members to complete the bank mandate for submission. Councillor Leigh will draft a letter of complaint to the HSBC.

f) Data from the Speed Indicator Device

Councillor Kenyon has downloaded the software for the Speed Indicator Device to be able to download the data from the device which records incoming and outgoing traffic numbers and speed.

g) Provision of funding for deer warning signage.

The Clerk informed members that she had received an email from Ms Lemon the Community and Volunteer Coordinator for Boothby Wildland Trust stating that they are happy to pay £250.00 plus VAT towards the cost of 10 Think Deer signs (£599.40 inclusive of VAT). Councillor asked the Clerk to obtain two further quotes.

Action: Clerk to obtain two more quotes. Clerk to liaise with Ms Lemon.

7) HIGHWAYS (26/021)

- a) To receive any reports of new or outstanding highways defects and other updates.
Members of the public are encouraged to report any new faults or existing defects at www.lincolnshire.gov.uk/faultreporting, or email cschighways@lincolnshire.gov.uk or via FixMyStreet.

8) PLANNING MATTERS (26/022)

- a) New Planning Matters: None

- b) Decisions received or pending:

i) Application No	S25/0156
Applicant	Edward Pumphrey
Proposal	To replace existing, part-rotting, single glazed windows with double glazed heritage windows, in order to improve the thermal efficiency of the building and reduce carbon emissions.
Location	Scotland Farmhouse, Scotland Lane, Ingoldsby
Decision	Approved conditionally, 3 April 2025
ii) Application No	S25/0169
Applicant	Elaine Welford
Proposal	Outline application for the demolition of former garage and erection of two dwellings.
Location	Festival Garage, Main Street, Ingoldsby
Decision	Awaiting decision

10) FINANCE (26/023)

- a) Members noted the bank balances as of 15 May 2025.

Current Account	2,103.60
Savings Account	15,299.06
TOTAL	17,402.66

- b) Members noted the income received between 17 April and 15 May 2025.

Interest (May)	13.56
TOTAL	13.56

- b) Councillor Searson proposed that expenditure paid in line with the approved list of Regular payments between 17 April and 15 May 2025 is approved. The proposal was seconded by Councillor Leigh and the motion was passed unanimously by resolution of the Council.

Members resolved to approve the following budget adjustment; £15.00 will be moved from the annual subscriptions budget head to the insurances budget head.

Detail	Price	VAT	Total
BT (April)	33.51	6.70	40.21
Bank Charges (April)	5.00	0.00	5.00
Compost Planters*	25.00	5.00	30.00
Website Management Service	54.00	10.80	64.80
Amazon USB Stick (2) and Dividers	32.95	6.60	39.55
Clerk's Salary (May)	200.04	0.00	200.04
Village Hall Storage	60.00	0.00	60.00
Garden Waste Scheme contribution	53.55	0.00	53.55
Zurich Insurance	264.00	0.00	264.00
TOTALS	733.05	24.10	757.15

- d) Members noted the record of reserves dated 15 May 2025.

Earmarked Reserves	
Elections	2,544.20
Defibrillator	1,400.00
Laptop	600.00
Community Improvements	4,630.49
National Events	100.00
Earmarked reserves	9,274.69
Unearmarked reserves	6024.37

- e) Bank reconciliation

Councillor Searson proposed that the monthly income and expenditure accounts/bank reconciliation for May 2025 is approved. The proposal was seconded by Councillor Leigh and the motion was passed unanimously by resolution of the Council. Councillors reviewed the bank reconciliation against the invoices and bank statements as part of the internal control process to prevent and detect fraud and inaccuracies.

- f) Annual Governance and Accountability Return (2024/25)

i) Members noted page 1 of 6 front cover 2024/25.

ii) Member noted page 2 of 6 checklist 2024/25.

iii) Certificate of Exemption

The Clerk informed members that Page 3 of 6 is the certificate of exemption; this applies to Parish Council's where the gross income and expenditure does not exceed £25,000.00.

Members resolved to approve the Certificate of Exemption which was signed and dated by the Chair and RFO with minute reference 26/023 f) iii).

Action: Clerk to send the Certificate of Exemption to the External Auditor.

iv) Internal Audit Report 2024/25

The Clerk informed members that the internal audit report, Page 4 of 6, is pending. Members agreed that any points raised will be addressed at the next meeting of the Parish Council.

iv) Page 5 of 6 Annual Governance Statement 2024/25

Councillor Kenyon read out the Assertions on the Annual Governance Statement.

Members resolved to approve a response of 'Yes' to each assertion with the exception of assertion 9, which is NA. The Annual Governance Statement was signed and dated by the Chair and RFO with minute reference 26/023 iv).

v) Page 6 of 6 Accounting Statements 2024/25

Councillor Searson proposed that the accounting statements are accepted. The proposal was seconded by Councillor Nelson and the motion was passed unanimously by resolution of the Council. The Accounting Statements were signed and dated by the Chair and RFO with minute reference 26/023 f) v).

- g) Public Rights Inspection Period

The Clerk confirmed that the Public Rights Inspection Period will take place between 3 June and 14 July 2025 by appointment only.

CORRESPONDENCE (26/024)

- a) Email from Ian Aston, Case Officer, Planning Inspectorate dated 15 May 2025.

Notice or Order, Wildlife and Countryside Act 1981 – Section 53. The order start date is 20 May 2025. The local public enquiry will be held at Ropsley Village Hall, Braceby Road, Ropsley on Tuesday 4 November 2025 at 10am.

Action: Clerk to post the notice to the website and Facebook.

11) DATE AND TIME OF NEXT MEETING (26/025)

Wednesday 2 July 2025

Wednesday 1 October 2025

Wednesday 19 November 2025 (Precept and Budget Setting)

The Chair closed the meeting at 8.53pm.