

WITHAM ST HUGHS PARISH COUNCIL

The Village Hall, Caraway Drive

Witham St Hughs

Lincoln

Telephone: 01522 869643

E-mail: [parish.clerk@withamsthughs-pc.gov.uk](mailto:parish.clerk@withamsthughs-pc.gov.uk)

**NOTICE IS HEREBY GIVEN and COUNCILLORS are SUMMONED** to attend the next meeting of Witham St Hughs Parish Council to be held on Wednesday 16 June 2021 at 7pm in the village hall.

At which the under mentioned business will be transacted.

There will be a 10-minute public forum at the start of the meeting, followed by a further 10 minutes allocated to receive reports from County and District Councillors, your presence is required during this time.

All public questions must be sent in beforehand, with speaking restricted 3 minutes per person.

*Rachel Poppewell*

Parish Clerk

CHAIRMANS WELCOME & FIRE SAFETY BRIEF

1. Welcome and Apologies.
2. TO RECEIVE DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011 AND OUTLINED IN THE COUNCILS CODE OF CONDUCT – being any pecuniary interest in agenda items not previously recorded on Members’ Register of Interest and any written requests for dispensations.
3. Health & Safety brief.
4. Notes of the Parish Council meeting held on Wednesday 28<sup>th</sup> April 2021 to be approved as minutes.
5. Notes of the Annual Parish Council meeting held on Saturday 1<sup>st</sup> May 2021 to be approved as minutes.
6. Notes of the Parish Council meeting held on Saturday 15<sup>th</sup> May 2021 to be approved as minutes.
7. Notes of the Extra-ordinary meeting held on Monday 17<sup>th</sup> May 2021 to be approved as minutes.
8. Clerks Update, Correspondence and resolve to agree any actions/costs.
9. Finance.
  - a. To Resolve to approve the annual insurance premium for the Parish Council.
  - b. To Authorise the signing of orders for payment, list previously circulated.
  - c. To receive the Bank Reconciliation as at 30.04.2021.
  - d. To receive the Bank Reconciliation as at 31.05.2021.
10. To Review the Following Policies
  - a. Payment of Expenses to Council members
  - b. Sickness and Absence Policy
  - c. Disciplinary Policy
  - d. Grievance Policy

e. Lone Working Policy

11. To receive the Annual Internal Audit Report.
12. To Resolve to instruct North Kesteven District Council to carry out a Community Governance Review.
13. To Resolve to approve the costs for the Play Park repairs, as per the inspection report.
14. To inform and discuss the Community Engagement process of the Play Parks and to Resolve to approve any associated costs.
15. To discuss and Resolve to sign the Transfer Documents for the Open Space and Playing Field Land (LL145258) Warren Lane.
  
16. To Consider the following Planning Applications
  - a. Retrospective application to vary condition 9 (approved plans) attached to planning permission 19/1746/FUL (erection of 2 no.dwellings) to retain revised access/parking and hard landscaping. The Ark Nettleton Drive Witham St Hughs, Lincoln.  
Ref – 21/0627/VARCON.
  - b. T1/T2 Oak within W1 & W3 – prune crown material away from lighting columns. Trees located adj. lighting column 026 & 036, Camp Road, Witham St Hughs.  
21/0845/TPO
  - c. Application for approval of reserved matters for 183 dwellings (cell 2a,3a & 3b) comprising of appearance landscaping, layout, and scale pursuant to Outline Planning Permission 15/1347/OUT – Erection of up to 1100 dwellings and 150 care/retirement units (C2/C3), the formation of a roundabout to Camp Road, A46 junction improvement works, public open spaces and associated service infrastructure (outline with means of access)  
Amended landscaping details to address comments made by the conservation officer.  
Ref – 21/0276/RESM
  - d. Proposed Roof lift and loft conversion to form bedrooms & internal alterations.  
27 Tall Pines Road, Witham St Hughs.  
Ref 21/0675/HOUS.
  - e. Erection of 7no. St. Modwen swan logo signs (non-illuminated) to units 7-15.  
St Modwen Park, Lincoln. Camp Road Witham St Hughs.  
Ref 21/0781/ADV
  
17. To consider moving to the Lincolnshire County Council provided Website.
  
18. To consider the costs to provide a shared mobile phone for the Caretakers.
  
19. To Resolve to agree the wording for the plaque for the COVID bench as donated by Cllr M Overton
  
20. DATE AND TIME OF NEXT MEETING.

Wednesday 21<sup>st</sup> July 2021 at 7pm.

The Parish Council will then move into closed session to discuss the following items.

1. Staffing.