

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

Website address: witham-st-hughs.parish.lincolnshire.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 20th August 2025 at 7.00pm 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 Popplewell

Parish Clerk

15.08.2025

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 16th July 2025 to be approved as minutes.
5. Notes of the Extra-Ordinary Parosh Council meeting held on Thursday 31st July 2025 to be approved as minutes.
6. Clerks Update & Correspondence - to Resolve to approve any subsequent actions.
7. Finance.
 - a. To Authorise the signing of orders for payment, list previously circulated.
 - b. To receive the Bank Reconciliation as at 31.07.2025
 - c. To review the budget as at 31.07.2025
 - d. To approve the cost for the 2-day Operational Inspectors & Maintenance course for Play Park @ £215.00
 - e. To approve the costs to purchase 10 Hi Viz jackets.
8. To review the Bank Signing mandate.

9. To review the Christmas Tree event and to Resolve to approve any subsequent actions.
10. To appoint members to the following committees and appoint a Chair of each Committee.
 - a. Personnel Committee
 - b. Policies Committee.
11. To review the list of jobs for the new Village Caretaker.
12. To review the following policies.
 - a. Project Management policy
 - b. Financial Reserves Policy
 - c. Risk Management Policy
13. To review the Risk Register
14. To discuss the removal of tree stumps around the village.
15. To discuss the possibility of installing solar panels to the village hall.
16. To appoint an architect for the Village Hall Extension project (quotes previously circulated).
17. To discuss to the Scouts Lease.
18. DATE AND TIME OF NEXT MEETING.

Parish Council Meeting Thursday September 11th at 6.30pm.