

WITHAM ST HUGHS PARISH COUNCIL

The Village Hall, Caraway Drive

Witham St Hughs

Lincoln

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NOTICE IS HEREBY GIVEN and COUNCILLORS are SUMMONED to attend the next meeting of Witham St Hughs Parish Council to be held on Thursday 11th September 2025 at 6.30pm 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

05.09.2025

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 20th August 2025 to be approved as minutes.
5. Clerks Update & Correspondence - to Resolve to approve any subsequent actions.
6. 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 approve the costs to purchase a mobile phone for the Caretaker, plus sim card & sim card for the Parish Clerk at a cost of £70 for the phone & £15pm for the 2 sim cards.
 - d. To approve the purchase of 2 new bins to replace the existing ones at Cuckoo Park & Hedge Lane Park.
 - e. To approve the costs to relocate an existing gate to Warren Lane balance pond.
 - f. To approve the costs to install a tree stand on the market square
7. To review the following policies.
 - a. Complaints Procedure & Handling Method
 - b. Councillor Vacancy & Co-option Policy

- c. Whistle Blowing Policy
- d. Councillor Expenses Policy

- 8. To consider the quotes to install solar panels to the village hall.
- 9. To consider the quotes to remove tree stumps around the village.
- 10. To consider the quotes (previously circulated) to appoint a VAT consultant to assist with the Village Hall extension Project.
- 11. New Play Park, Skate Park & MUGA update
- 12. Staffing
- 13. DATE AND TIME OF NEXT MEETING.

Parish Council Meeting Wednesday 15th October 2025 at 7pm.