

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 15th October 2025 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 Popplewell

Parish Clerk

10.10.2025

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 Thursday 11th September 2025 to be approved as minutes.
5. Notes of the Extra-ordinary parish council meeting held on Monday 29th September 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 30.09.2025
 - c. To review the budget as at 30.09.2025
 - d. To approve purchase of a ton bag of soil and grass seed to infill the holes caused by tree stumps being removed.
 - e. To approve the printing costs for the village hall extension survey (retrospective).
8. To review the following policies.
 - a. Sickness & Absence Policy

- b. Public Participation at Parish Council Meetings
- c. Anti-fraud & Corruption Policy
- d. Community Engagement Policy

9. To adopt the following new Policy

- a. Mobile Phone Policy

10. To consider the following planning applications –

- a. Reserved matters submission for the strategic landscaping of Green Infrastructure Sub Phase D1.1 as required by conditions 1,4 and 6 of outline planning permission 15/1437/OUT, and indicated on the approved Green Infrastructure Phasing Delivery Plan 5801-L-18 D, dated 4 June 2020 (and iterations thereof)

Witham St Hughs Phase III East of Camp Road and North of Hannah Crescent Witham St Hugh's
Ref – 25/0478/RESM

- b. Erection of a garden building (part retrospective)
8 Jackson Close, Witham St Hughs. Ref 25/1141/HOUS

11. To approve the revised conditions for the Scouts Lease

12. To consider & approve the quotes for the Topography surveys.

13. Christmas Tree lighting event update.

14. Remembrance Day event update.

15. Staffing.

16. DATE AND TIME OF NEXT MEETING.

Parish Council Meeting Wednesday 19th November 2025 at 7pm.