

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 Wednesday 19th November 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

14.11.2025

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 October 2025 to be approved as minutes.
5. Notes of the Extra-ordinary parish council meeting held on Tuesday 21st October 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 31.10.2025
 - c. To approve the payment for the Hawthorn Whips for £94.05(to infill the gap where the gate was removed at the village hall)
 - d. To approve the costs to purchase 2 large planters for the market square to over the Christmas tree stand.
8. To Resolve to agree to charge Lincolnshire County Council £1600 for the clearance of the grates & kerbside slits on Warren Lane & Hedge Lane

9. To consider opening a new account with CCLA and transferring parish council funds over.
10. To approve the closure of the Parish Council savings accounts and transfer the closing balances to CCLA (subject to agenda point 9 being approved)
11. To Resolve to agree to apply for a grant for the maintenance of the football fields.
12. To reconsider the purchase of the Solar Panels, using CIL levys, (previously agreed to purchase via a grant with 30% contribution).
13. To review the following policies.
 - a. Social Media Policy
 - b. Pay Policy
 - c. Terms of Reference for the Allotment Committee.
14. Village Hall extension update.
 - a. To Resolve to approve an amendment to the contract with Studio 8 architects, to now include RIBA level 4 - additional cost of £10,500.
 - b. To Resolve to sign the contract for the village hall extension project.
15. Christmas Tree lighting event update.
16. Update of the meeting with the Village Events Committee.
17. To consider applying for grants to fund the installation of the new MUGA.
18. Staffing
19. DATE AND TIME OF NEXT MEETING.

Parish Council Meeting Wednesday 17th December 2025 at 7pm.