



**Minutes of Witham St Hughs Parish Council meeting held on Wednesday 21<sup>st</sup> January 2026 at 7pm at the village hall.**

<https://witham-st-hughs.parish.lincolnshire.gov.uk/>

Present Cllr Karen Harrison – Chair, Cllr Mark Gascoigne & Cllr Andy O’Brien.

Rachel Popplewell – Parish Clerk

2 members of public made comment regarding the newly formed ‘pond’ on Warren Lane asking for it to be a wildlife pond, additional comments were received regarding the planting of trees where trees have since died or been damaged.

1. Welcome and Apologies.

The Chair welcomed everyone to the meeting.

Apologies were received from Cllr Strickland & Cllr Bowley-Webb. It was **Resolved** to accept the reason for absence and the apologies. All agreed – show of hands.

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.

None.

3. Health & Safety brief.

The clerk made comment that she had emailed the school asking for an email to be sent to all parents warning of the dangers of playing on frozen water, along with a Facebook post, following the recent cold spell.

4. Notes of the Parish Council meeting held on Wednesday 17<sup>th</sup> December 2025 to be approved as minutes.

It was **Resolved** to approve the notes as minutes – all agreed by a show of hands, signed by the Chair.

5. Clerks Update & Correspondence - to Resolve to approve any subsequent actions.

The Clerk made comment that she had received an email from the VEC regarding their events for this year, and would they be impacted by the hall extension? The Clerk was asked to invite them to the next working group meeting. Action Clerk.

Date for the diary – Christmas Tree lighting event 29.11.2026 @ 5pm.

The Clerk had received a regular booking request for a Sunday, (weekends are usually kept free of regular booking for parties), Clerk was asked to look previous history for weekend hall hire, before a decision was made. Action Clerk.

The Clerk made comment that the Scouts lease had been drawn up, a couple of amendments were required before it could be signed.

The Clerk was asked to instruct the open spaces contractor to prune a tree on Fox Hollow following a complaint from a resident, any further works would be determined by the outcome of the new tree report, due mid-2026.

Comments regarding the body of water that has been built on Warren Lane without prior permission, were noted.

It was **Resolved** to suspend Standing orders to allow District Councillor Elliott to speak during the meeting.

Cllr Elliott made comment regarding the Foss Green Solar Panel planning application.

The budget for 2026/2027 had been considered for the District Council, they are approving it in the current format whilst the LGR is in progress.

7.42 standing orders were re-instated.

6. Finance.

a. To Authorise the signing of orders for payment, list previously circulated.

It was **Resolved** to approve the list of payments – all agreed, show of hands.

b. To receive the Bank Reconciliation as at 31.12.2025

The bank reconciliation as at the 31.12.2025 was presented to council, showing the accounts balanced. Signed by Cllr O'Brien.

c. To review the budget as at 31.12.2025

The Clerk presented the budget to council. They should be at 75% of target at this point through the year.

Income figure was 132% of budget, inflated due to the receipt of a grant from Lost Village and CIL levys from the District Council

Spending figure 140% of budget, inflated due to the footpath repairs, funds coming from last year's CIL levys.

No amendments were required.

d. To review Parish Council reserves

Reserves were reviewed & noted.

7. To approve the budget and to Resolve to set the Precept the next financial year 2026/2027.

After discussions it was **Resolved** approve an income budget of £24,596.00 and a spending budget of £200,00.00 for 2026/2027. All agreed – show of hands.

It was **Resolved** to set a precept for 2026/2027 of £175,404.00 which denotes an increase of 12.26%, £14.59per year/£1.22 per month on a band D property. All agreed – Show of hands.

8. To approve the costs to re-join LALC training scheme - £185

After discussions it was **Resolved** to re-join the training scheme. All agreed – show of hands.

9. To consider the quotes to clear Sorrel Road Balance Pond and purchase 100 whips to repair the hedging along the hoggin path nearby.

After discussions it was **Resolved** to accept the quote from Maplebeck Tree Care for £3300.00 and purchase 100 whips to repair the hedge. All agreed – show of hands.

10. To consider the quotes to carry out the Electrical Installation Condition Report (EICR)

After discussions it was **Resolved** to accept the quote from CD Electrical for £710, and to appoint them as the Parish Council approved contractor to the next 2 years. All agreed – show of hands.

11. To consider the quotes to decorate the village hall entrance and office.

After discussions it was **Resolved** to accept the quote from D Statham of £860. All agreed – show of hands.

12. To consider the quotes to clear the allotment plots – cost £90per half plot.  
After discussions it was **Resolved** to accept the quote from J Dineen – all agreed, show of hands. The Terms & Conditions to be reviewed at the next Allotment meeting. Action Clerk.
13. To consider the quotes to create a new entrance onto the field, from the road leading to Cargill.  
After discussions it was **Resolved** to accept the quote from J Dineen for £2000. All agreed – show of hands.  
New gates would need to be purchased to complete the project at a cost of £450.00.
14. To consider the quote for the 3-year tree maintenance report.  
Deferred to the next meeting – awaiting quotes.
15. To adopt the following policy
  - a. Investment Strategy.  
After discussions it was **Resolved** to adopt the policy to be reviewed in 6 months' time. Action Clerk.
16. To review the following policy
  - a. Training & Development Policy  
It was **Resolved** to review the policy – no amendments. All agreed – show of hands.  
The Clerk made comment that she had introduced regular training days for members of staff.
17. Village Hall Extension Update.  
The Clerk made comment that she had forwarded the carpark survey to the architects  
Cllr Harrison had contacted Cargill regarding the use of their carpark for large events if required on an ad hoc basis.  
The next meeting with the architects is January 28<sup>th</sup>, 2026 @ 5.30pm.
18. DATE AND TIME OF NEXT MEETING.

**Parish Council Meeting Wednesday 18<sup>th</sup> February 2026 at 7pm.**