



**Minutes of Witham St Hughs Parish Council meeting held on Wednesday 18<sup>th</sup> March 2026 at 7pm at the village hall.**

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

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

District Councillor Peter Overton

3 members of the Public.

Cllr Overton made comment that the District Council has set aside £2million pounds for expenses related to the Local Government Reorganisation.

1. Welcome and Apologies.

The Chair welcomed everyone to the meeting.

Apologies were received from Cllr Kerry Bowley-Webb. It was **Resolved** to accept the reason for absence and the apology.

Cllr M Elliott & Cllr M Overton sent 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.

None

3. Health & Safety brief.

The Clerk made comment that the EICR had produced an unsatisfactory score. Following discussions, it was **Resolved** to remove one of the outdoor sockets and move the other one next to the caravan socket. Quote to be requested from the contractor. All agreed – show of hands. **Action Clerk.**

The cage to cover the battery & solar panel inverter, has been installed.

The alarm service had highlighted an issue with the external siren, quote to be requested. **Action Clerk.**

4. Notes of the Parish Council meeting held on Wednesday 18<sup>th</sup> February 2026 to be approved as minutes.

It was Resolved to approve the notes as minutes – all agreed, show of hands.

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

The Clerk made the following comments

- The tree survey would be carried out in September 2026.
- The Scout’s lease was with the solicitors, still waiting to be approved by both parties
- Cllr Strickland offered to investigate the Armed Forces Covenant for the parish council. **Action Cllr Strickland.**
- It was **Resolved** to approve a refund of £290 for the Witham Juniors, as they hadn’t been able to play on the football pitch.
- It was **Resolved** to accept the reduced price for the IT invoice to £1216.00
- The Clerk was asked to investigate the grant to repair the bus shelters & report on ‘Fixmystreet’. **Action Clerk & Cllr Harrison.**

- Notice had been received from Witham Newbar, the last bar night will be 27.03.2026. Thanks were passed onto Witham Newbar for their services.
- The Domestic Rates bill had been received for £0.00
- The Annual Parish Meeting date was set for 7<sup>th</sup> May at 7pm.

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 28.02.2026

The Bank Reconciliation showed a £300 discrepancy – due to a duplicate invoice payment being processed. The money has been received back (after the month end). Signed by Cllr O'Brien

c. To approve the purchase of a microphone & boom box at a cost of £222.74

After discussions it was **Resolved** to approve the purchase.

d. Review budget prior to 31.03.2026.

Noted.

e. To approve the purchase of 3 new litter bins.

After discussions it was **Resolved** to purchase 3 new litter bins, budget approved £1000.

7. To consider and discuss the wet pour quotes for the repairs at the play parks.

Deferred – awaiting further information.

8. To Resolve to approve final costings for the installation of the container (budget approved of £2500 for the purchase & transportation costs).

Cllr Gascoigne confirmed the costs for the container & transport = £2200 incl delivery. Plus, installation costs of £400.00. It was **Resolved** to approve the costs – All agreed, show of hands.

9. To Resolve to approve and sign the Engagement Letter for the Land Transfer of 6 Rose Hip Walk.

After discussions it was **Resolved** to sign the forms, all agreed. Signed by Cllr Harrison

10. To discuss the Football Pitch Maintenance, to include

a. To approve the costs of rolling the pitch

After discussions it was **Resolved** to approve the costs of £630. All agreed – show of hands.

b. To discuss the Football Foundation grant application.

Deferred awaiting further information from the football club.

9pm - It was **Resolved** to suspend standing order 3x to allow the meeting to continue. All agreed – show of hands,

11. Phase 2 walk round update

The Clerk made comment that following the walk round, Strawson's agreed to –

- Repair of the footpath around Juniper play park
- Removal of barbed wire along green lane
- To install bollards in 3 areas to prevent vehicles driving on footpaths.

12. To review the following policies;

- Freedom of Information -publication scheme
- Communications Policy
- Abusive, persistent or vexatious complaints policy

Following discussions, it was **Resolved** to adopt a revised Communications Policy, no amendments were required for agenda items 12a & 12C. all agreed, show of hands.

13. To consider the following planning application

- a. Reserved Matters application for estate road link from Warren Lane to access cells 9 and 10 (scale, appearance and layout) pursuant to outline consent 15/1347/OUT (Erection of up to 1,100 dwellings and 150 care/retirement units (C2/C3) etc.

Witham St Hughs Phase III East of Camp Road and North of Hannah Crescent Witham St Hugh's  
Lincolnshire LN6 9GD

Planning Application Reference: 26/0274/RESM

After discussions it was **Resolved** to send 'no comment' for the application. All agreed – show of hands,

14. To discuss the bar provision for the village hall after 31.03.2026 and resolve to approve any further actions.

Following discussions, it was **Resolved** that a bar would be required for the hall, 2 applicants have applied to run the bar. The clerk was asked to forward the proposal. All applicants to be considered at the next meeting. All agreed – show of hands.

15. Village Hall Extension update.

The clerk confirmed that the architects, are nearly ready to submit the plans into the planning authority.

16. To Resolve to move into closed session to discuss the following

It was **Resolved** to move into closed session. All agreed – show of hands.

Items of a confidential nature to be debated in the absence of the press & public under the Public Bodies (Admission to meetings) Act 1960.

- a. To approve overtime payments.

The Clerk presented the payments for consideration; it was **Resolved** to approve the overtime payments. All agreed – show of hands.

17. DATE AND TIME OF NEXT MEETING.

Parish Council Meeting Wednesday 22<sup>nd</sup> April 2026 at 7pm.

Meeting closed 9.20pm.

**Signed** .....

**Print** .....

**Date** .....