

# East and West Barkwith Parish Council

## Annual Parish Council Meeting

Minutes of the Meeting held on Thursday, 21st May, 2026, starting at 7.30pm, after the Annual Parish Meeting

**Present:** Mr. A. Platt, Mr. J. Stamp, Mr. C Wilson, Mr. D. Ward, Mr. C. Fincham, Mr. N. Gibson, Ms. H. Parker, Mr. D. Platts and Mrs. J. Phillips.  
The District Councillor, Mrs. R. Yarsley, was also present.  
In addition, there was one member of the public.

1408 **Election of Chairman** - Cllr. A. Platt was proposed and seconded. There being no other nominations, he was duly elected to serve a further term as Chairman. The relevant declaration was signed.

1409 **Election of Vice-Chairman** - Cllr. J. Stamp was proposed and seconded to serve a further term as Vice-Chairman. There being no other nominations, he was duly elected. The relevant declaration was signed.

1410 **Apologies** - There were no apologies.

1411 **The Minutes** of the meeting of 19th March had been circulated. They were approved by the meeting and signed by the chairman. There were no matters arising at this point.

1412 **Representatives:-**

The current list of Committees and Representatives was circulated.

It was agreed by all that the position of RFO should continue to be held by the Clerk, currently Mrs. B. Theairs, to be succeeded by Miss S. Warren from 1st July, and Cllr. Wilson should continue as Safety Officer and Tree Warden. Cllr. Parker would assist Cllr. Wilson with the Highways matters and Cllr. Phillips agreed to serve on the Countryside Committee. Having removed the name of former Cllr. Brady from the listings, all other positions would be retained for the coming year. It was also agreed that Mrs. Theairs would continue to be linked to the Web-site team for work with the Village Hall and the History Group.

Councillors were also asked to use the checklists provided by the clerk, to confirm or update their contact details. The clerk will up-date the lists accordingly, and make any changes to the Web-site entries.

There is also a list of volunteers. This is kept by the clerk, for insurance purposes, and by Cllr. Wilson, as co-ordinator of their activities, as some of the volunteers have asked that their contact details should not be made public. A summary form was circulated and approved.

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Signed by the Chairman . . . . .

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### 1413 Committees

The Terms of Reference notes for the council's committees were circulated so that councillors could assess the need for any amendments to be made. None were required so the document was formally approved for signature by the chairman.

### 1414 Correspondence.

The fortnightly newsletter from LALC should now be coming directly from their office. General newsletters and information items have been circulated as they arrived.

Specific items to note:-

**Electoral Register** There has been one up-date showing three additions.

**The Office of the Police and Crime Commissioner** is seeking volunteers to join the Independent Custody Visiting scheme. The e-mail can be forwarded to anyone interested.

**The Lincolnshire Fostering Service** is promoting the Foster Care Fortnight from 11th to 24th May to celebrate and recruit foster carers. Again, the e-mail can be forwarded.

Ron Bailey has been in touch about the **Lithium-Ion Battery Regulations**. It seems there is nothing listed to ensure safe disposal and he would like answers to three questions.

1. Is battery disposal an issue here?
2. Have there been any bin-lorry or waste disposal site fires in this area?
3. Are there any kerb-side collections in this area or are any being planned?

The answers to these questions will be forwarded to assist in applying pressure for official rules on safe disposal.

It was agreed that there were no issues in this area and Ron Bailey will be informed accordingly.

Signed by the Chairman . . . . .

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### 1415 Planning -

#### a) Applications -

S/044/01482/24 - Land adjacent to Ashdene, Willingham Road, East Barkwith.

Reserved Matters Application relating to the erection of a dwelling (outline planning permission ref. no S/044/01482/24 for erection of dwelling).

Installation of 18no. ground mounted solar panels.

The application was circulated between meetings and it was agreed to support it.

00688/26/FUL - Eastern Green Link 3 (EGL3) and Eastern Green Link 4 (EGL4) and Grimsby to Walpole - Targeted Statutory Consultation under Section 42 of the Planning Act 2008.

This application relates to the electricity supply network and appears to show that the Pylons in the original outline will now be replaced by underground cables. There were no printable documents and little time was given for comments so the application was circulated with the request that councillors use the link provided to make individual responses.

#### b) Decisions -

There were no decisions to report.

#### c) Parish Emergency Plan -

Cllr. Wilson had been waiting for advice from the County committee on the best way of approaching those residents who may be able to assist in the event of an emergency. With no response, he has been in touch with Branston Parish Council who may be able to help with the final set-up of the Plan..

### 1416 Reports -

a) Village Hall - The continuing situation regarding the Village Hall Management being transferred to run under the Parish Council was discussed and it has been agreed that Cllr Wilson and Mrs B Theairs will keep the Council updated on any developments. The Charity Commission has been in touch with Mrs Theairs and again it directed her to various pieces of online information and printable guidance, which is as convoluted and contradictory as the previous information. Cllr Phillips has offered to assist with a response as she has had previous experience in similar matters. Thanks were also offered to Mr Braithwaite for providing paint for Cllr. Wilson to use on the boundary posts.

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b) Neighbourhood Watch - Cllr Ward advised that oil thefts are still a problem in the local area, most likely due to the recent increase in prices. He had also received reports from residents of deer being seen on the roads approaching East Barkwith. He has been in touch with the Lincolnshire Deer Group who can supply warning signs at the rate of £80 for two. It was agreed that Cllr. Ward should arrange this purchase with an invoice to be forwarded to the council for payment.

c) Play Area - Cllr Wilson reported that, with thanks to the volunteers who turned up to the Spring clean up, everything has been done and any equipment requiring it has been repainted. He advised that due to several new volunteers to the rota, he has been able to fill the weekly check requirements. He also advised that it would be preferable to work out a back up plan for a safety inspector for the monthly survey in case he is unable to continue for any reason. It was suggested that Cllr Platts would be a good candidate. Training for a new inspector is currently £600 (approx.) and requires an annual update and continuing professional development. It does, however, provide for lower insurance for the playground if there is a qualified inspector registered.

d) Countryside Committee - Cllr Wilson reports that the Parish Field and rewilding projects are running well and have not suffered too much from the excess of rain and heat recently experienced. An update on the rewilding projects will be given at the next meeting with information on the progress of the placement and results from trail cameras that have been placed in certain areas on these projects. Grants to support the projects continue to be available as the rewilding initiative (although on private land) is available, under strict control, to the public. There has been a report of Giant Hogweed in the local area and Cllr Wilson has dealt with the removal of this from public places and advised the resident also involved.

e) Dog Watch - There was no report on this occasion.

f) History Group - Cllr Wilson offered thanks to the group for organising and presenting the history of the local area during the recent Churches Festival weekend. This event was very well attended and a lot of information was gathered from visitors regarding local history. Cllr Wilson also reports that they are meeting with the architect regarding positioning fibreoptic cables under the church to gain a view of the chambers beneath the church floor. This would allow for lighting and viewing of the chamber. Although this is an expensive option, it is deemed cheaper in the long run than removing, replacing and maintaining access through the current floor.

Cllr Parker put forward a request for information from a past parishioner regarding a project on the schools that they had provided previously, to check whether it was still with the group. Mrs Theairs advised that everything was still with them and that she would like to have an additional discussion with the person concerned regarding other original school information.

Signed by the Chairman . . . . .

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### 1417 Amenities -

a) War Memorial - Cllr Wilson advised that the spring flowers had suffered due to the excessive rain experienced recently and that they would be swapping out to the new summer stock by the end of June. Cllr Platts has offered to re-treat the memorial bench.

b) Web-site - It has been agreed that, after her retirement as clerk, Mrs. Barbara Theairs will continue to serve as a volunteer on the Web-site team due to her on-going involvement with the Village Hall management adjustments and the Parish History Group. There will be an up-date shortly as to the e-mail address arrangements for these and to comply with requirements for a secure address for the Parish Council.

1418 **Highways** - Cllr Wilson advised that the report has come back regarding the work required on Torrington Lane. There is an issue with a collapsed drain and that this proves to be a bigger job to repair. The lane has been patched for the time being as it was not possible to schedule the major repair work before the patching crew did their work.

The speeding sign will be repositioned in East Barkwith shortly, once it has been recharged.

Cllr Parker advised that the results from the ward walk, with the county councillor and the highways representative, detailed that there was a spring on Willingham Road which is causing curbing issues. The bus stop on Willingham Road is due for repair. They also advised that people should continue to report issues online on Fix My Street, as this is the best way to keep Highways up to date on problems that may arise.

Cllr Parker informed the council that she is adding reports to the local parish magazine and the Benniworth Parish magazine about the clothes bank in the village, to keep people informed.

### 1419 Finance -

**Insurance** - The insurance has been approved to continue with Clear Council for this year, at a premium of £827.71. It is hoped to be able to amalgamate the insurance for the Council and the Village Hall next year.

#### a) Receipts -

The first half of the Precept was paid into the bank at the beginning of April, by direct transfer in the sum of £7,500. The second half will be paid in September.

The March Clothing Bank payment for the Village Hall Reserve amounted to £3 with a further £18 in April.

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b) Bills - The following items had been approved for payment at the due date or on receipt of invoice, using the CARD where necessary:-

Payee - For	Cheque no.	Net	VAT	Total
C. Wilson - for Bedding Plants and Mower fuel	001089	£45.73	£5.15	£50.88
Lloyds Bank - April Service Charges	Direct	£5.75	-	£5.75
May Service Charges	Direct	£5.75	-	£5.75
Amazon - light fittings for Car Park	CARD	£22.92	£4.58	£25.50
GreenStripe Innovations - Mower Parts	CARD	£199.65	£39.93	£239.58
Miss S. Warren - Asst. Clerk's Salary for April	101090	£390.00	-	£390.00
Eric Brady - for Mower Fuel	101091	£25.36	£5.07	£30.43

Also approved -

Clear Council's Insurance Premium	Direct	£827.71	-	£827.71
Mark Woodcock - grass-cutting	Direct	£165.00	-	£165.00
Miss S. Warren - Assistant Clerk's Salary for May	Direct	£390.00	-	£390.00

Also Expected -

Lloyds Bank - June Service Charges	Direct	TBA.		
Paul Elliott - Auditor's fee estimated	Direct	£100.00	-	£100.00
Printer for Clerk's office plus initial inks and paper - estimated total up to				£400.00
Lincolnshire Deer Group - for roadside warning signs -			up to	£80.00

And in June -

Miss S. Warren - Assistant Clerk's Salary for June	Direct	£390.00	-	£390.00
Clerk's final Salary Payment, including PAYE	Direct	£1,748.50	-	£1,748.50
<i>(PAYE element to be calculated and paid direct to HMRC)</i>				
Clerk's Expenses for April to June	Direct	£165.81	-	£165.81

There would be on-going costs for mower servicing supplies, grass-cutting and office supplies. It should also be noted that Miss Warren will succeed to the position of Clerk / RFO as from 1st July, 2026, with an increase to 10 hours per week, giving a monthly salary of £650. It was agreed that all these payments were approved and should be made on receipt of invoice or as they arise, using the debit card or electronic payment wherever possible to limit additional bank charges for cheques.

Signed by the Chairman . . . . .

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### c) Asset Lists -

These were circulated and it was confirmed that there had been no changes to the Land Register. This was approved to be posted on the web-site for another year.

Copies of the up-dated General Register were circulated and they were approved for the council's records.

### d) Audit Matters -

i) Accounts The year-end accounts documents had been completed and referred to the Internal Auditor, Mr. Paul Elliott of Elliott Accountancy. There is no Accountant's Statement of Affairs as in previous years but the internal auditor's certificate has been completed and there are no issues requiring attention.

Also circulated were the Bank Reconciliation and Analysis of the Reserves. There were no questions arising from these and the documents were formally accepted. The Annual Return papers were then reviewed as follows:-

ii) Certificate of Exemption The income and expenditure spreadsheets for 2025/26 were circulated showing a total income of £16,599 and expenditure of £12,693. These figures are within the prescribed limits and the other conditions are satisfied. The Clerk presented the completed Certificate of Exemption for approval and signature by the chairman. It will be forwarded to the External Auditors after this meeting.

iii) Annual Governance Statement - Copies were circulated. Councillors studied each numbered section in turn and the form was completed. The item on trust funds was not applicable as there are none. The form was then signed by the clerk and the chairman.

iv) Statement of Accounting - This had been prepared and signed by the clerk and copies were circulated for approval. The figures on the Statement were confirmed as correct and the form was then signed by the chairman.

v) Period of Inspection - The clerk will complete the assembly of the physical inspection file and the documents needed for display on the web-site.

Residents who wish to inspect the accounts and associated documents, will be able to do so by arrangement with the clerk. The period suggested and agreed will run from Wednesday, 3rd June until Tuesday, 14th July, to be advertised and monitored by the current clerk.

A notice will be placed on the board and another with the accounting documents on the web-site.

The clerk will submit the Certificate of Exemption and prepare the accounting documents for the Inspection.

Signed by the Chairman . . . . .

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e) Banking - The forms for the agreed changes to the Banking Mandate were completed between meetings and forwarded. Due to the automated systems implemented by the bank since the council's last changes, the whole process has taken much less time than expected. It can be confirmed that Sophy Warren is now fully equipped to maintain the arrangements and deal with the transactions as they arise. This now includes the facility to make payments electronically, which will reduce the number of cheques issued and the consequent related charges.

### 1420 Any Other Business -

The Council offers its thanks to Mr T. Rogers for cleaning the highways signs in Panton Village.

The District Councillor reported that there was a new round of Community Grants of different types. Some require a small sum from the council, the 'seed corn', and this will lead to further larger amounts becoming accessible. These may be considered for larger projects.

It was also suggested that a smaller grant might be used to provide a display of white flowers at the village entrances.

There being no other business and the meeting closed at 8.50 pm.

Signed by the Chairman . . . . .