

# Thorpe on the Hill Parish Council

## Minutes of the meeting held 16 April 2025 at 19:00 at The Oliver Roper Village Hall

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**25.04.01** Councillor (Cllr) Lyons welcomed everyone to the meeting.

**25.04.02 Public Time** – A member of the public raised a number of concerns regarding highways related issues and the footpath on Station Road. County Councillor Briggs agreed to look into the issues raised and feedback any news to the Parish Clerk.

District Councillor Overton added his concerns regarding the inconsistent approach of the contractors. Councillor Briggs responded to advised that the contractor was currently under scrutiny due to poor standards.

A member of the public asked about traffic calming measures. Councillor Lyons answered this question by advising that there was no movement in this area and the topic hadn't been debated in recent times. The member of the public asked the Parish Council to look into this as an urgent matter and suggested they look at other schemes currently in operation. District Councillor Elliott added that speed bumps had created issues in Witham St Hughs. It was decided the Parish Council would debate traffic calming at a future meeting.

### **25.04.03 District/County Council Updates**

District Councillor Elliott advised that the first Fosse Green Community Liaison Group Meeting was taking place at Witham St Hughs on 24<sup>th</sup> April 2025. Councillor Lyons confirmed that the Parish Council had received an invitation to attend the meeting, but the invitation was for only 1 person. It was agreed that Councillor Lyons would attend on behalf of the Parish Council.

District Councillor Overton advised that the solar farm developments had been debated at the Scrutiny Meeting last week and advised that they are still looking to mitigate the effects of the proposals as much as possible.

### **25.04.04 Formal Session Commenced at 19:25**

### **25.04.05 Parish Council – Members, present, apologies for absence, declarations of interest, declarations of gifts/hospitality, training.**

1. Membership: Councillors (Cllrs) Jason Bramford (Vice Chair), Zoe Ives, Carl Koenen, Nick Lyons (Chair), Charlotte Owen, Bob Sheldon MBE, Neville Williams.
2. Present: Councillors (Cllrs) Zoe Ives, Carl Koenen, Nick Lyons (Chair), Charlotte Owen, Bob Sheldon MBE.
3. Apologies: Cllr's Bramford and Williams, Kerrie Vickers (Parish Clerk)
4. Declaration of interest: None
5. Declaration of gifts and hospitality over £25: None

**25.04.06** – It was noted that the date of the Jubilee Umbrella's Café was incorrect in the minutes of the Parish Council meeting held 05<sup>th</sup> March 2025 and agreed it would be amended to reflect the correct date. The minutes were then unanimously agreed as a true record by the members by a show of hands and signed by the Chair.

**25.04.07-** To consider whether the Council will move any items on the agenda to the closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 as per Standing Order 7h.

No items proposed.

### **25.04.08 Financial matters**

i. The list of payments and income were authorised and noted.

**Appendix A**

ii. The financial report for the financial year to date was noted with no queries.

**Appendix B**

Please be advised that these are notes of the meeting taken by the Parish Clerk and cannot in any way be regarded as official minutes of Council proceedings until approved and signed at the next meeting.

#### **25.04.09. Discuss and review the Parish Clerk report on ongoing/outstanding actions. Appendix C**

Councillor Lyons updated the meeting with the following;

- i. Decorator booked for May 2025.
- ii. Parish Clerk has requested a meeting with the company director. A date for the meeting has not been confirmed yet.

**25.04.10 Planning Applications** - the following planning applications were noted with no issues from the perspective of the Parish Council;

- i. PL/0014/25 DEVELOPMENT: TO VARY CONDITIONS 11 (RESTORATION), 18 (RESTORATION AND AFTERCARE), 20 (RESTORATION AND LANDSCAPING), 21 (LANDSCAPING AND AFTERCARE), AND 22 (LEACHATE LAGOONS AND CONTAINMENT DITCHES) OF PLANNING PERMISSION N/23&64/0885/82
- ii. PL/0013/25 DEVELOPMENT: TO VARY CONDITIONS 2 (APPROVED DOCUMENTS), 28 (RESTORATION), AND 29 (RESTORATION AND AFTERCARE) OF PLANNING PERMISSION 14/0385/CCC

**25.04.11. Whisby Steering Board.** To discuss the request to dissolve the Whisby Steering Board meetings.

Councillor Sheldon expressed his concerns that the free parking for residents would be affected, and prices overall would be increased without the input of the steering committee. It was agreed that the Parish Clerk should respond to the request by advising that the Parish Council wish to keep an involvement to any changes to terms and conditions and there should be no unilateral changes to universal rights.

District Councillor Overton asked to make a comment at this stage and commented that the board appeared to be too heavy in terms of numbers and agreed to investigate and make the suggestion that the board be re-formed into a much smaller group with one annual meeting per year.

Parish Clerk to email copy of agreement to Cllr Overton.

**25.04.12.** Communication and engagement with the local community to include the lack of signage and bus shelter in Lincoln Lane/Middle Lane.

Councillor Koenen advised that on a recent Parish Councillor training session, the topic of community engagement was discussed and asked the Parish Council if they should consider holding a 'mini surgery' at a time that is suitable for residents who are unavailable during the day. It was agreed to hold a couple of evening surgery sessions, to suit residents with work commitments, to gauge the level of interest. Arrangements and dates will be confirmed in discussion with the Clerk and published accordingly.

Councillor Koenen advised that he has been approached by some residents regarding the lack of signage for the bus shelter on Lincoln Lane/Middle Lane. County Councillor Briggs agreed to look into this and feedback.

**25.04.13.** To consider if the Parish Council wishes to advertise for a litter picker following the resignation of the current member of staff.

Following the resignation of the current member of staff the value of the role was discussed, and it was agreed that the Parish Council should advertise locally to fill this role.

Action Parish Clerk

#### **25.04.14 Village Hall**

i. To receive an update from the Parish Clerk regarding the increased use of the village hall. In the absence of the Parish Clerk, this will be deferred to the next meeting.

ii. To consider the request from the Scout Groups to install a small pulley system for the purpose of displaying a flag plus the addition of 2 hooks to hang 2 portraits, one of Baden Powell and the other the King.

The request was debated, and it was agreed that the pulley system for the flag would be allowed but not the hooks for the portraits.

iii. Village photographs. To receive an update on the progress of this project and agree a budget.

Councillor Lyons advised that he has recently met with a resident who had previously created a Thorpe on the Hill Then and Now exhibition and who also had some aerial photographs.

Councillor Lyons suggested that the photo's once agreed upon should be displayed in a cabinet which would allow flexibility for change in the future.

The large TOTH map was also discussed and retails in the region of £250.

It was agreed that Cllr's Ives, Lyons and Owen and the Parish Clerk would arrange to speak with the resident mentioned at the next Umbrella's Café to agree on the photos and Cllr Lyons would get the cost of the cabinets.

The Parish Clerk will be asked to look into grant opportunities.

**25.04.15 Update.** News of Community Liaison Group. To consider if the Parish Council should commit to contributing to the Solar Energy Project Action Group for the purpose of engaging professional services.

Councillor Lyons gave an update on the Solar Farm Project and advised that the Cliff Village Solar Action Group (CVSAG) has put out a document to tender for a consultant. Currently, the CVSAG has raised £2500 and Councillor Lyons asked if the Parish Council should consider contributing to this amount. This was debated and it was agreed that the Parish Council would make a donation of £1000 to the group on the assurance that the funds were only used for the employment of a consultant.

**25.04.16** – To receive and consider correspondence received that has not been circulated to the wider Parish or is not on the agenda. None.

**25.04.17 Verbal updates from portfolio holders .** No updates

#### **25.04.18 – Future meeting dates**

##### **Parish Council Meetings**

28 May 2025, 9 July 2025, 3 September 2025, 15 October 2025, 3 December 2025.

##### **Lake Committee Meeting**

29 October 2025

**25.04.19** Meeting closed at 8.10pm.

## Appendix A

18.2.25	EDF Energy	Electricity	-555.54
19.2.25	LCC Pension Fund	Pension	-293.25
20.2.25	Ms K Vickers	Salary	-847.75
20.2.25	HMRC	PAYE	-116.46
20.2.25	J Burden	Salary	-172.8
20.2.25	F Taylor	Salary	-131.74
28.2.25	Unity Trust	Service charge	-6
3.3.25	Anglian Water	Water rates	-124.46
10.3.25	BT Group	Broadband	-46.13
12.3.25	Lloyds Bank	Microsoft/monthly fee	-4.99
14.3.25	Mr J Burden	Cleaning products	-5.5
14.3.25	Lindum Fire Ltd	Fire equipment inspection	-96
18.3.25	EDF Energy	Electricity	-289.14
26.2.25	UK Alternative Energy	Heat pump service	-180
18.2.25	Henry Window Clean	VH windows cleaned	-15
20.3.25	HMRC	PAYE	-116.46
20.3.25	LCC Pension Fund	Salary	-233.12
20.3.25	Frank Taylor	Salary	-131.74
20.3.25	Ms K Vickers	Salary	-847.75
20.3.25	Mr J Burden	Salary	-172.8
26.3.25	Chris Murray	Gardening services	-105
26.3.25	LALC	Parish Councillor training	-36
26.3.25	LCC Pension Fund	Pension	-60.13
28.3.25	Henry Window Clean	Solar panels clean	-500
31.3.25	Unity Trust	Service charge	-6
		<b>Total expenditure</b>	<b>-5093.76</b>
<b>Income to note</b>			
19.2.25	Scout Groups	Hall hire	176
3.3.25	B Bond	Hall hire	48
3.3.25	K Golding	Hall hire	45
3.3.25	Lincoln Featherbenders	Hall hire	40
3.3.25	Murray JY	Hall hire	16
4.3.25	Mrs AR Peacock	Hall hire	60
13.3.25	Wood S	Hall hire	50
14.3.25	Scout Groups	Hall hire	138
25.3.25	Stocker D A	chair hire	120
28.3.25	Perkins Alec	Hall hire	16
		<b>Total income</b>	<b>709</b>

## Appendix B

2024-25 End of year position	Budget	Actual		Difference
Salaries	18000	-22184.63		-4184.63
Insurance	1800	-1947.5		-147.5
Audit	600	-378		222
Expenses, training	300	-149.57		150.43
Subscriptions	280	-35		245
Eric East Lake - repairs/maintenance	2000	-1499.34		500.66
Repairs & maintenance of other assets	2000	-2012.86		-12.86
Village hall recreational site - repairs/maintenance	5000	-12731.84		-7731.84
Stationery/office running costs	500	-687.3		-187.3
Grants and donations (Section 137/S111)	2600	-2315.95		284.05
<b>Explanation for large overspend in relation to budget.</b>				
Salaries	Minimum wage increase. Clerks' salary regraded.			
Insurance	-			
Audit	-			
Expenses, training	-			
Subscriptions	-			
Eric East Lake - repairs/maintenance	-			
Repairs & maintenance of other assets	-			
Village hall recreational site - repairs/maintenance	New shed. Fence removal. Purchase of industrial cleaner. Additional fire equipment. Hedge removal. Solar panels cleaned. Car park hatchings.			
Stationery/office running costs	New shredder purchased			
Grants and donations (Section 137/S111)	-			

## Appendix C

Date raised	Issue	Status
Standing Item	<b>Issues arising from hall users.</b>  The walls are already very dirty and marked.	Decorator is booked for May 2025.
March 2025  Village Hall floor	The screeding was incorrectly prepared prior to the installation of the second lot of flooring resulting in 'waves' in the flooring.	A meeting with the director of the company has been requested and agreed, but a date as yet confirmed.

All ongoing actions from Parish Council Meetings are either completed or itemised above