

Thorpe on the Hill Parish Council

Minutes of the meeting held 22nd October 2025 at 19:00 at The Oliver Roper Village Hall

25.10.01 Councillor (Cllr) Lyons welcomed everyone to the meeting and thanked Paul Smith for all the time and effort he has put into getting the village photographs displayed. Cllr Lyons then opened up the floor to the public.

25.10.02 Public Time

A question was raised regarding the request from the bowls club for the Parish Council to apply for a grant. If the grant were to be refused, would the Parish Council consider helping the club in any way.

Cllr Lyons advised that the item was on the agenda and would be discussed in full and this question addressed.

Thanks were extended from the Scouts group for allowing them to put up their pulley and Union Jack flag enabling the groups to follow their tradition of breaking the flag.

The Scouts representative asked if permission would be granted to put up 2 foldable hooks so the groups can display portraits of the King and Baden Powell during their sessions and remove them afterwards. This was agreed.

25.10.03 District/County Council Updates

Lincolnshire County Council

Apologies were received from Councillor Alan Woodruff who had sent his report to the clerk in advance of the meeting which included the following updates'

Thorpe on the Hill has been selected by Cllr Woodruff for this year's Councillor Volunteer Scheme to clean and paint the village entrance gates and wheels.

PC Coaches has now amended their timetables, and 2 new bus stops have been approved. Little Thorpe Lane side of the current bus stop will have a pole installed next to the path with a flag sign and timetable. Opposite will have the same but with the inclusion of some hardstanding for passengers.

Sempers Close has been repaired and options for Blacksmiths Lane are being sought although this may be limited due to the narrowness of the lane and the highways requirements.

A ward round for Thorpe with the local highways officer is being planned, hopefully early in November with a date to be confirmed.

North Kesteven District Council

District Councillors Peter Overton and Mitch Elliott were in attendance. Cllr Overton advised that he has recently met with residents of Sempers Close regarding inconsiderate parking of vehicles not in relation to residents who live there and asked if the Parish Council could suggest any measures that could be put in place to deter this.

The Parish Council agreed to look into what signage could be used and added that the village hall car park was open to everyone which is a fact that not everyone is aware of and could be promoted more.

25.10.04 Formal Session Commenced at 19:30

25.10.05 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: (Cllrs) Jason Bramford (Vice Chair), Zoe Ives, Carl Koenen, Nick Lyons (Chair), Charlotte Owen, Bob Sheldon MBE, Neville Williams.

3. Apologies: None

4. Declaration of interest: None

5. Declaration of gifts and hospitality over £25: None

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25.10.06 - The minutes of the Parish Council meeting held 3rd September 2025 were unanimously agreed as a true record by the members by a show of hands and signed by the Chair.

25.10.07- 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.

25.10.08 Cllr Lyons proposed agenda item 12 Bowls Club Funding Request, be brought forward to the next item. This was unanimously agreed.

25.10.09. Bowls Club Funding Request

Cllr Lyons summarised the situation regarding the application for funding for an irrigation system which has arisen due to the current water tank leaking. He added that the Parish Council has a responsibility to act in an unbiased way and to consider other groups in the village.

The Landfill Communities Fund has been contacted with an initial query regarding criteria suitability and have responded with concerns that the request does not represent good value for money as the group currently only has 16 members.

Cllr Lyons added that the Parish Council has a responsibility to fix or replace the leaking tank at the very least because this is a Parish Council asset and the water used on the site is paid for by the Parish Council and therefore being wasted. Cllrs Lyons asked the Parish Council 3 questions to consider and vote on.

1. Should the Parish Council replace the existing water butt with a cylindrical plastic tank with the supportive structure and fittings needed and install a water meter. **Decision - agreed by show of hands.**
2. Should the Parish Council apply for a grant on behalf on the club for an irrigation system as requested in the quotes supplied. **Decision – refused by show of hands.**
3. Should the Parish Council ask the bowls club to explore cheaper options. **Decision – agreed by show of hands.**

25.10.10 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

iii. The conclusion of the 2024/25 external audit was noted.

iv. It was agreed to employ the services of LALC for the 2025/26 internal audit process.

25.10.11. Discuss and review the Parish Clerk report on ongoing/outstanding actions.

Appendix C

25.10.12 Planning Applications – The following decisions were noted

- Application 25/0562/FUL Garage Brindley Close Thorpe on The Hill Lincoln: Change of use from garage to dwelling (including retrospective change to original design). **Approved.**
- Application Reference: 25/0741/FUL. Proposal: Siting of 2 no. Air Source Heat Pumps and associated formation of 2.8m high fenced compound: Whisby Natural World Moor Lane Thorpe on The Hill. **Approved.**

25.10.13 Traffic Calming

Cllr Lyons advised that 2 meetings have taken place recently regarding traffic calming measures. One with the Head of Highways Sam Edwards and the second with Balfour Beatty who are the contractors employed for the new bypass.

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Cllr Koenen advised that he had attended the meeting with Balfour Beatty which was very positive and where temporary measures were discussed during the construction period of the new bypass.

The Parish Clerk added that the traffic calming meetings were instigated following residents' concerns regarding issues in the village now and not necessarily in relation to the planning of the new bypass and added that there had been an indication from Sam Edwards that it may be possible to introduce some trial temporary measures now.

It was agreed that the clerk would feedback the support from the Parish Council to highways for the implementation of temporary measures and determine a timescale.

Action Parish Clerk

25.10.14. AGAR 2025/26 New Assertion 10 Criteria.

i. To consider the adoption of an IT Policy. Draft circulated to Parish Councillors prior to the meeting. Cllr Lyons pointed out that the policy contained a commitment to undertake training. **Decision – agreed.**

ii. To consider the purchase of a .gov.uk or .org.uk email address for the use of the Parish Clerk. **Decision - agreed.**

25.10.15 To consider a village hall booking request for permission to apply for a temporary event notice with the intention of selling alcohol. **Decision - agreed.**

25.10.16 Christmas. To discuss if the Parish Council should purchase additional Christmas décor for the outside of the village hall. **Decision - agreed.**

25.10.17 Correspondence received that has not been circulated to the wider Parish or is not on the agenda.

None

25.10.18 Verbal updates from portfolio holders .

- Allotments – Cllr Lyons
- Finance – Cllr Bramford
- Lake Management Committee – Cllr's Bramford, Lyons, Sheldon MBE – The fishing club have withdrawn their request for disabled access.
- Oliver Roper playpark & tennis courts– Cllr Owen
- Planning – Cllrs Koenen, Lyons and Williams
- Staffing Committee – Cllr's Ives, Lyons and Sheldon MBE
- Whisby Quarry Liaison meeting – Cllrs Lyons
- Whisby Nature Park Steering Board – Cllr Sheldon MBE
- Wildlife – Cllr Lyons
- Village Hall – Cllrs Lyons, Ives and Owen

Cllr Bramford advised that quarter 2 of the internal audit process has been completed with no issues.

25.10.19 Future meeting dates

Parish Council Meetings

3 December 2025.

14 January 2026, 25 February 2026, 8 April 2026, 20 May 2026, 1 July 2026, 2 September 2026, 14 October 2026, 25 November 2026.

Lake Committee Meeting

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Appendix A

Date of payment	Payee/payer	Details	Amount
03.07.2025	Mr & Mrs Lyons	TOTH scaled map	- 48.54
06.07.2025	Mr & Mrs Lyons	Printing costs	- 25.28
08.07.2025	BT Group	Broadband	- 49.14
08.07.2025	K Golding	Hall hire	30.00
17.07.2025	EDF	Electricity	- 9.48
17.07.2025	Steve North	Grass cutting/bins emptied-bowls club/	- 715.00
18.07.2025	LCC Pension Fund	Pension	- 293.25
18.07.2025	Mr I Elms	Salary	- 65.43
18.07.2025	HMRC	Tax/National Insurance	- 127.81
18.07.2025	Ms K Vickers	Salary	- 858.75
18.07.2025	Mr J Burden	Salary	- 181.40
31.07.2025	Unity Trust	Service charge	- 6.00
07.08.2025	BT Group	Broadband	- 49.14
11.08.2025	Lloyds Corporate Credit Card	Microsoft monthly fee+Lloyds monthly fee	- 4.99
19.08.2025	EDF	Electricity	- 46.48
19.08.2025	Mr M Murray	Gardening services	- 105.00
19.08.2025	Henry Window Clean	VH windows x 2 months	- 30.00
20.08.2025	Mr J Burden	Salary	- 181.40
20.08.2025	HMRC	Tax/National Insurance	- 178.66
20.08.2025	Mr I Elms	Salary	- 65.43
20.08.2025	Ms K Vickers	Salary	- 965.88
20.08.2025	LCC Pension Fund	Pension	- 406.19
31.08.2025	Unity Trust	Service charge	- 6.00
01.09.2025	Anglian Water	Water rates	- 331.53
03.09.2025	Secure One	Hall alarm service	- 206.76
03.09.2025	Oliver North	Grass cutting at Lake	- 180.00
08.09.2025	BT Group	Broadband	- 49.14
09.09.2025	Lloyds Corporate Credit Card	Cleaning supplies/Microsoft/monthly fee	- 42.84
17.09.2025	EDF	Electricity	- 47.87
19.09.2025	Henry Window Clean	VH Windows	- 15.00
19.09.2025	HMRC	Tax/National Insurance	- 178.66
19.09.2025	Mr I Elms	salary	- 65.43
19.09.2025	Mr J Burden	salary	- 181.60
19.09.2025	Ms K Vickers	salary	- 880.58
19.09.2025	LCC Pension Fund	Pension	- 315.84
19.09.2025	Lindum Fire Ltd	Annual service	- 156.00
19.09.2025	RC Wetherill	Hedge cutting - Sky Lane	- 45.00
30.09.2025	Unity Trust	Service charge	- 6.00
01.10.2025	Lincoln Fishing Club	Supplies for bench repairs at lake	- 65.00
01.10.2025	PKF Littlejohn LLP	External audit	- 504.00
08.10.2025	BT Group	Broadband	- 49.14
10.09.2025	Lloyds Corporate Credit Card	Bulbs; cleaning products; microsoft; monthly fee	- 145.98
Total expenditure			- 7,855.62

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Appendix B

Date of payment	Payer/payer	Details	Amount
04.07.2025	Offgem RHI	Feed in tariff	38.80
04.07.2025	A Different Angle Ltd 999	Hall hire	120.00
04.07.2025	Mrs A R Peacock	Hall hire	60.00
08.07.2025	K Golding	Hall hire	30.00
09.07.2025	Umbrella's 983	Hall hire	28.00
09.07.2025	Umbrella's 996	Hall hire	28.00
14.07.2025	HMRC VTR	VAT reclaim	1,713.53
14.07.2025	Umbrella's 996/2	Hall hire	28.00
18.07.2025	Hayley Lewis	Hall hire	45.00
22.07.2025	James Storry	Hall hire	105.00
28.07.2025	27th Lincoln Scouts - 995	Hall hire	30.00
28.07.2025	27th Lincoln Scouts - 1000	Lake licence	100.00
29.07.2025	Wood S	Hall hire	10.00
06.08.2025	B Bond - 1004	Hall hire	24.00
08.08.2025	Mrs A R Peacock - 1007	Hall hire	60.00
11.08.2025	Ashaye AO - 1006	Hall hire	165.00
14.08.2025	Martin A	Tennis court key	10.00
15.08.2025	Murray JY -	Hall hire	16.00
15.08.2025	K Golding - 1003	Hall hire	30.00
28.08.2025	Miss K Anderson T/A Classes with KA 1009	Hall hire	97.50
28.08.2025	Udrive GB 1010	Hall hire	45.00
04.09.2025	Mrs A R Peacock 1011	Hall hire	60.00
05.09.2025	British Gas	Feed in tariff	664.04
08.09.2025	Ashaye AO	Hall hire	105.00
10.09.2025	Scouts - 1005	Hall hire	40.00
16.09.2025	Taylor C	Hall hire	35.00
23.09.2025	Lincoln Radio Sailing Club	Hall hire	30.00
30.09.2025	Thorpe on the Hill Playgroup	Hall hire	30.00
01.10.2025	Perkins - 1015	Hall hire	28.00
02.10.2025	Megan Barnsdale	Hall hire	105.00
06.10.2025	27th Scouts - 1017	Hall hire	194.00
07.10.2025	Mrs A R Peacock - 1020	Hall hire	60.00
08.10.2025	Murray JY - 1021	Hall hire	16.00
Total income			4,150.87

Appendix C

Date raised	Item	Current status following meeting.	Responsibility of
April 2025	Communication	Informal evening surgeries to be arranged for a trial period. TBC	Cllr's Koenen & Lyons
July 2025	Bench on Clay Lane	Cllr Sheldon has identified the landowner and will put a proposal to them.	Cllr Sheldon
July 2025	Bowls Club Grant Funding	It was agreed that the Parish Council would not apply for grant funding.	All
July 2025	Traffic Calming	Parish Clerk to contact Highways to determine if temporary traffic measures can be implemented before the construction of the new bypass begins.	Parish Clerk

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