

Thorpe on the Hill Parish Council

Meeting Agenda

Dear Parish Councillor's,

You are hereby summoned to a meeting of Thorpe on the Hill Parish Council to be held on Wednesday 3rd December 2025 at The Oliver Roper Village Hall at 7pm where the undermentioned business will be transacted.

There will be a 20-minute public forum at the start of the meeting followed by updates from our County and District Councillor's. Your presence is required during this time.

Signed: ~~K. Vickers~~, Parish Clerk.

1. Chair's welcoming remarks and note to the public to remind them of the Standing Orders regarding public participation in meetings - Notably there can be no participation in meetings once public time has ended. Members of the public raising issues or questions should be aware that only items on the meeting agenda can be debated or decided at the meeting, unless the Parish Clerk has delegated powers to deal with it as urgent, e.g. highway repairs. The Chair may decide to answer a question asked by a member of the public or call on a fellow councillor to do so, or, direct that a written response be given.
2. Public time (20 mins) - members of the public may ask questions or make short statements to the Council.
3. To receive updates from District and County Councillors.
4. Formal Session
5. Apologies for absence and declarations of interest in accordance with the requirements of the Localism Act 2011 to include any declaration of gifts and hospitality over £25.
6. To consider if the minutes of the Parish Council meeting held 22nd October 2025 available are a true reflection of events.
7. To consider whether the Parish 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. Should this resolution be passed the public and press will be required to leave the meeting at this stage.
8. Finance
 - i. Discuss and authorise payments & note income received. Appendix A
 - ii. To consider the financial report for this financial year to date. Appendix B
9. Discuss, review and received an update on the Parish Clerk report on ongoing/outstanding actions. Appendix C
10. Planning – n/a
11. Grants.
 - a. To consider the grant requests received from the following;
 - i. View from the Hill
 - ii. St Michael's and All Angels Church application 1
 - iii. St Michael's and All Angels Church application 2
 - iv. Thorpe on the Hill Playgroup

v. St Michael's Church of England Primary School

vi. 27th Lincoln Scout Group

b. To consider the request from the bowls club to submit a late grant application.

12. Table trolley for hall. To consider if the Parish Council should purchase a table trolley. Single trolley to fit 7 tables £300.95 +VAT; double trolley to fit 14 tables £429.95 + VAT.

13. Employer Pension Contribution. To note the reduction in the employer contribution for the financial years 2026, 2027 and 2028. Reduced from 20.6% to 19.2%

14. Playground Inspection. To consider if the Parish Council should proceed with the recommendations. Report previously circulated.

15. To receive and consider correspondence received that has not been circulated to the wider Parish or is not on the agenda.

16. To receive verbal updates from portfolio holders.

Portfolio holders

- Allotments – Cllr Lyons
- Finance – Cllr Bramford
- Lake Management Committee – Cllr's Bramford, Lyons, Sheldon MBE
- 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

17. Future meeting dates

Parish Council Meetings

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

1 April 2026

Appendix A

Items of expenditure to authorise and income to note.

Expenditure

20.10.2025	HMRC	Tax/National Insurance	-137.58
20.10.2025	LCC Pension Fund	Pension	-315.84
20.10.2025	Ms K Vickers	salary	-880.58
20.10.2025	Mr I Elms	salary	-65.43
20.10.2025	Mr J Burden	salary	-180.8
31.10.2025	Unity Trust	Service charge	-6
05.11.2025	Lincolnshire County Council	Grass cutting contribution	1197.23
07.11.2025	BT Group	Broadband	-49.14
07.11.2025	Online Playgrounds	Playground inspection	-210
10.11.2025	Lloyds Corporate Credit Card	Hall hire	-109.99
18.11.2025	EDF	Electricity	-125.73
19.11.2025	Steve North	Gardening services	-740
20.11.2025	Ms K Vickers	salary	-880.58
20.11.2025	Mr J Burden	salary	-181.6
20.11.2025	Mr I Elms	salary	-65.43
24.11.2025	Henry Window Clean	VH windows	-15
25.11.2025	Information Commissioners Office	Data control subscription	-47
			-
			2807.25

Income

15.10.2025	B Bond - 1018	Hall hire	64
20.10.2025	Chapman - 1023	Hall hire	45
20.10.2025	Lauren Thomas - 1024	Hall hire	45
23.10.2025	K Golding - 1019	Hall hire	40
03.11.2025	Rodgers J - 1025	Hall hire	40
04.11.2025	J Smith - 1026	Hall hire	80
05.11.2025	Lincolnshire County Council	Grass cutting contribution	1197.23
11.11.2025	Lincoln Featherbenders	Hall hire	30
11.11.2025	J Murray - 1032	Hall hire	16
11.11.2025	Ashaye - 1032	Hall hire	90
12.11.2025	Mrs Peacock - 1033	Hall hire	60
13.11.2024	B Bond - 1029	Hall hire	36
19.11.2025	Umbrella's - 1028	Hall hire	28
24.11.2025	K Golding - 1031	Hall hire	30
			1801.23

Appendix B

Income	Budget	Actual
Precept	24,350.00	24,350.00
VAT Refund	1,500.00	1,713.53
Allotments	200.00	360.00
Lake	1,000.00	1,251.00
Village hall bookings	5,000.00	4,234.10
Grants	1,500.00	1,197.23
Interest from Skipton BC	2,000.00	2,267.40
Interest from Unity Trust	1,000.00	659.52
Salaries	22,000.00	(12,267.95)
Insurance	2,100.00	(1,740.25)
Audit	650.00	(792.00)
Expenses, training	150.00	0.00
Subscriptions	400.00	(381.07)
Eric East Lake - repairs/maintenance	1,000.00	(521.44)
Repairs & maintenance of other assets	2,000.00	(980.00)
ORPMR recreational site - repairs/maintenance	6,000.00	(6,578.30)
Stationery/office running costs	250.00	(239.36)
Grants	2,000.00	(1,050.00)
		0.00
Total Expenditure	36,550.00	(24,550.37)
Total expenditure minus VH project		
Campaigning/planning issues	4,000.00	
Election	3,000.00	
Legal fees	5,000.00	
Purchase of additional/replacement play equipment	20,000.00	
Provision of additional recreational equipment	20,000.00	
General reserves	25,000.00	
	77,000.00	
Balance Sheet		
1. Balance Carried Forward		1,868.95
2. Precept		24,350.00
3. Other receipts		8,755.86
4. Staff costs		(12,267.95)
6. Other Payments		(12,282.42)
7. Carry Forward		10,424.44
Unity Bank Current Account		10,424.44
Unity Trust Instant Access		22874.21
Skipton BS		80284.22
Total in bank		113,582.87

Appendix C

Date raised	Item	Position	Person/s responsible
April 2025	Communication	First informal session took place 26 th November 2025 with Cllr's Koenen and Lyons. County Councillor Woodruff was also in attendance.	All
July 2025	Bench on Clay Lane	Cllr Sheldon has identified the landowner and will put a request forward to them.	Cllr Sheldon
July 2025	Bowls Club water tank	Bowls club to submit quotes for a replacement cylindrical plastic tank and the supportive structure and fittings needed.	All
July 2025	Traffic calming	2 meetings have taken place. One with the Head of Highways and the other with the contractor employed for the new relief road project with possible traffic calming measures identified. Further updates are expected in the New Year. A meeting has been arranged with a resident over a recent traffic incident	All Cllr Lyons, Parish Clerk

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