

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 25th February 2026 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. 18.02.2026

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 25th January 2026 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. To discuss the following applications
 - i. Application 26/0101/FUL Mark Phillips Motorcycle Clothing Newark Road Aubourn Lincoln
 - ii. Application 26/0102/ADV Mark Phillips Motorcycle Clothing Newark Road Aubourn Lincoln
11. Caretaker Job Specification. To approve the amended job specification.
12. To approve the Health and Safety Policy.

13. Lincoln & Witham Valley Landscape Recovery Project

To review, consider and approve ongoing support for the project.

(Note: there will be a presentation by Alex Olivant who will be available to answer questions).

14. Village Hall.

- i. To discuss the current fee's and decide if any increases should be considered.
- ii. To discuss the general upkeep of the facilities.

15. Speed indicator devices. To discuss requests for the current devices to be relocated.

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

17. To receive verbal updates from portfolio holders.

To decide if Councillor Koenen should take over the Oliver Roper play park and tennis courts portfolio.

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

18. Future meeting dates

Parish Council Meetings

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.

Date	Payer/payee	Details	Amount
Expenditure			
12.01.2026	Lloyds Corporate Credit	Mobile top up + monthly	- 28.00
20.01.2026	EDF	Electricity	- 285.75
20.01.2026	LCC Pension Fund	Pension	- 315.82
20.01.2026	HMRC	Tax/National Insurance	- 137.58
20.01.2026	I Elms	Salary	- 32.72
20.01.2026	J Burden	Salary	- 181.40
20.01.2026	Ms K Vickers	Salary	- 880.58
20.01.2026	Henry Window Clean	VH windows	- 15.00
31.01.2026	Unity Trust	Service charge	- 6.00
09.02.2026	BT Group	Broadband	- 49.14
09.02.2026	Lloyds Corporate Credit Card	Wildlife bulbs; cleaning products; monthly fee	- 80.99
09.02.2026	TOTH Church	Grass cutting grant	- 800.00
09.02.2026	NKDC	Tree survey	- 260.40
17.02.2026	EDF	Electricity	- 492.41
17.02.2026	Henry Window Clean	VH windows	- 15.00
17.02.2026	UK Alternate Heating	Heat pump service	- 210.00
17.02.2026	Thornton Landscaping	Block paving removal and replacement	- 3,270.00
			- 7,060.79
Income			
06.01.2026	Umbrella's - 1040	Hall hire	28.00
06.01.2026	Umbrella's - 1046	Hall hire	28.00
13.01.2026	Scouts - 1038	Hall hire	184.00
13.01.2026	Scouts - 1045	Hall hire	138.00
19.01.2026	Duckering - 1048	Hall hire	35.00
29.01.2026	Maphy Healthcare Ltd - 1055a	Hall hire + deposit	330.00
02.02.2026	B Bond - 1049	Hall hire	40.00
02.02.2026	Lincoln Featherbenders - 1050	Hall hire	30.00
03.02.2026	Magri Anthony - 1057	Hall hire	80.00
03.02.2026	Scouts - 1052	Hall hire	162.00
04.02.2026	Horry - 1055	Hall hire	30.00
04.02.2026	A Different Angle Ltd - 1056	Hall hire	60.00
05.02.2026	Mrs A R Peacock - 1054	Hall hire	60.00
13.02.2026	OFGEM RHI	Feed in tariff	102.99
			1,307.99

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	6,243.46
Grants	1,500.00	1,197.23
Interest from Skipton BC	2,000.00	2,267.40
Interest from Unity Trust	1,000.00	785.58

Salaries	22,000.00	(15,850.10)
Insurance	2,100.00	(1,740.25)
Audit	650.00	(1,098.00)
Expenses, training	150.00	0.00
Subscriptions	400.00	(381.07)
Eric East Lake - repairs/maintenance	1,000.00	(839.43)
Repairs & maintenance of other assets	2,000.00	(1,240.40)
ORPMR recreational site - repairs/maintenance	6,000.00	(12,491.67)
Stationery/office running costs	250.00	(117.93)
Grants	2,000.00	(1,850.00)
Total Expenditure	36,550.00	(35,608.85)
Campaigning/planning issues	4,000.00	
Election	4,000.00	
Purchase of additional/replacement play equipment	30,000.00	
Provision of additional recreational equipment	30,000.00	
General reserves	30,000.00	

Balance Sheet

1. Balance Carried Forward	1,868.95
2. Precept	24,350.00
3. Other receipts	10,765.22
Transfer from Unity Trust Instant Access	5,000.00
4. Staff costs	(15,850.10)
6. Other Payments	(19,758.75)
7. Carry Forward	6,375.32
Unity Bank Current Account	6,375.32
Unity Trust Instant Access	18000.27
Skipton BS	80284.22
Total	104,659.81

Appendix C

Date raised	Item	Position at last meeting	Person/s responsible
July 2025	Bench on Clay Lane	Councillor Sheldon has identified the landowner and will put a request forward to them.	Councillor Sheldon
July 2025	Bowls Club water tank	Quote has been received and is considerable higher than originally anticipated when the decision to replace it was initially agreed. The Parish Clerk will look into grant funding and cheaper options will also be considered.	All
July 2025	Traffic calming	Further updates on temporary measures during the construction period of the new relief road are expected. A meeting has been arranged with a resident over a recent traffic incident	All Councillor Lyons, Parish Clerk

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