

# Thorpe on the Hill Parish Council

## Minutes of the Annual Parish Council Meeting held 14 May 2026 at 19:00 at The Oliver Roper Village Hall

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Councillor Lyons welcomed everyone to the meeting.

Present: Councillors Bramford, Ives, Lyons, Koenen and Sheldon (MBE). Councillor Lyons acknowledged the resignation of Charlotte Owen and thanked her for her time on the Parish Council. The vacancy has been advertised as is required by legislation.

**26.05.01** Elect a Chairman and receive the Declaration of Acceptance of Office for the year 2026/27.

Nominations were called for. Councillor Koenen proposed Councillor Lyons which was seconded by Councillor Sheldon and agreed by all, and the declaration of office signed. The Parish Councillors thanked Councillor Lyons for his continued commitment in the role.

**26.05.02** Elect a Vice Chairman for the year 2026/27.

Nominations were called for. Councillor Lyons proposed Councillor Koenen which was seconded by Councillor Ives and agreed by all. The Parish Councillors thanked Councillor Bramford for his commitment to the role of Vice Chairman for the past 2 years.

**26.05.03 Public Forum**

No comments from the public.

**26.05.04. County and District Council Updates.**

District Councillor Mitch Elliott sent his apologies ahead of the meeting and advised that he would be in the village on 21<sup>st</sup> May 2026 with the property team and would be inspecting Sempers Close.

District Councillor Peter Overton gave a rundown of some of the major issues he has been involved with from the previous year which included the Local Government Reorganisation; the Solar Industrial Complexes in North Kesteven, Navenby National Grid substation, the new Mayoral Authority, Supporting British Business and much more.

The full report can be received by contacting the Parish Clerk at [clerk@thorpeonthehillparishcouncil.gov.uk](mailto:clerk@thorpeonthehillparishcouncil.gov.uk).

The Parish Council thanked Peter for his input and support and for attending the meetings.

County Councillor Alan Woodruff gave a rundown on County Council news and events for the past year and advised that the Council has recently won the award for best authority at the Recycling and Waste Management Awards.

The Council has just announced that it is launching a new wood recycling project following the success of the paint recycling project. News of the project can be found on the County Council website.

Councillor Woodruff also advised that one year on from the opening of the King Charles III England Coast Path, the Council are looking for feedback from users and visitors and details can be found on the County Council website.

Councillor Woodruff advised that following fears that the Annual Lincolnshire County Show would be cancelled or scaled back significantly, the County Council agreed to be a corporate sponsor of the Lincolnshire Show for 2026.

£4.4m has been approved for Lincolnshire Fire and Rescue to invest in modernising procedures, equipment and fleet. 9 brand new fire engines, which will come into service over the next two years, with a longer-term investment ambition to secure 9 further vehicles by 2030.

The relief road project has officially begun with a ground-breaking ceremony in March 2026.

A Crisis and Resilience Fund has been set up to provide emergency support to eligible residents and full details and how to apply can be found on the County Council website.

Councillor Woodruff very kindly selected Thorpe on the Hill as his nomination for the Volunteer Scheme and the village gates and wheels are due to be painted in June 2026.

Following a meeting with the Parish Council, Highways and the Road Safety Partnership, Councillor Woodruff advised that an assessment on the traffic situation has been started. This is a long process, and updates will be given when available.

The Parish Council thanked Councillor Woodruff for his input and support and for attending the meetings.

#### **26.05.05 Formal Session Commenced at 19:30**

**26.05.06 Apologies for Absence.** None.

**26.05.07 Receive any Declarations of Interest from Members.** None.

**26.05.08 Consider and sign meeting minutes of Parish Council meeting on 28 May 2025.** Councillor Sheldon proposed the minutes be accepted. This was seconded by Councillor Ives and agreed by all and signed by the Chair.

**26.05.09 Review of Policies.** The following policies were agreed with the proviso that the asset register be reviewed in depth in the near future. **Action Parish Clerk.**

9.1.1 Parish Council Asset Register

9.1.2 Standing Orders.

9.1.3 Financial Regulations.

9.1.4 It was agreed that no changes were required in the membership of the Lake Management Committee.

9.1.5 Risk register

9.1.6 Complaints Policy

9.2. The adoption of the following policy was agreed by all. **Action Parish Clerk.**

9.2.1 Equality and Diversity Policy

#### **26.05.10 Review of Arrangements**

The schedule of regular payments due in relation to a continuing contract or obligation was reviewed and agreed by all. **Appendix A**

#### **26.05.11 Finance**

11.1 The Annual Internal Audit Report 2025/26 was received and noted.

11.2 The Annual Governance Statement 2025/26 (Section 1) was considered, approved and signed by the Chair and Parish Clerk.

11.3 The accounts which had been certified by the Parish Clerk was presented, considered and approved, and the Accounting Statement for 2025/26 (Section 2) signed by the Chair and Parish Clerk.

11.4. The financial report for this financial year to date was noted and agreed by all.

**Appendix B**

11.5. Items of income and expenditure were authorised and noted by all.

**Appendix C**

11.6. The annual insurance premium of £2049.95 was noted.

#### **26.05.12 Clerks Report**

**Appendix D**

#### **26.05.13 Planning**

The following planning application decision was noted.

Application 26/0332/HOUS Rose Cottage 4A Main Street Thorpe on the Hill Lincoln – **Approved.**

**26.05.14 Receive and consider correspondence received that has not been circulated to the wider Parish or is not on the agenda.** None.

#### **26.05.15 Portfolio Holders**

15.1 Review. No changes proposed.

15.2 Updates. None given.

#### **26.05.16 Future meeting dates**

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

1 July 2026, 2 September 2026, 14 October 2026, 25 November 2026.

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

21 October 2026

**26.05.17 Meeting Concluded at 20:00.** Cllr Lyons thanked everyone for their attendance and contributions.

Councillor Sheldon thanked Councillor Lyons for his tremendous commitment to the Parish Council which was echoed by all.

## **Appendix A**

### **Schedule of Regular Payments**

HMRC Tax/NI. Monthly

Anglian Water. Water rates. Monthly

BT Group. Broadband. Monthly

EDF Energy. Electricity usage in village hall. Monthly

Lincolnshire Pension Fund. Pension. Monthly

Lloyds Bank. Monthly charge. Monthly

Microsoft Software. Additional storage. Monthly

Caretaker. Salary. Monthly

Parish Clerk. Salary. Monthly

Litter picker. Salary. Monthly

Mr S North. Grass cutting/hedge trimming, bins emptied as scheduled

Unity Trust Bank. Service charge. Quarterly

### **List of regular contractors**

Lindum Group Fire system

One Secure Security System

Wicksteed Ltd Playground inspection/maintenance

S North Grass cutting

## Appendix B

Income	Budget	Actual
Precept	26,220.00	26,220.00
VAT Refund	1,500.00	0.00
Village hall	5,000.00	419.50
Lake	1,150.00	0.00
Allotments	200.00	120.00
Interest from Skipton BC	1,500.00	0.00
Interest from Unity Trust	500.00	0.00
Grants	1,500.00	0.00
		<b>539.50</b>

Salaries	20,000.00	(1,846.96)
Insurance	2,100.00	0.00
Audit	1,000.00	0.00
Expenses, training	150.00	0.00
Subscriptions	400.00	(259.26)
Eric East Lake - repairs/maintenance	1,000.00	(100.00)
Repairs & maintenance of other assets	1,000.00	(130.64)
ORPMR recreational site - repairs/maintenance	8,000.00	(1,180.31)
Stationery/office running costs	250.00	(52.14)
Grants	3,670.00	(1,510.76)
		0.00
<b>Total Expenditure</b>	<b>37,570.00</b>	<b>(5,080.07)</b>
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	31,420.00	

**99,420.00**

### Balance Sheet

1. Balance Carried Forward	1,029.51
2. Precept	26,220.00
3. Other receipts	539.50
4. Staff costs	(1,846.96)
6. Other Payments	(3,233.11)
7. Carry Forward	22,708.94
Unity Bank Current Account	22,708.94
Unity Trust Instant Access	18106.92
Skipton BS	80284.22
Total	<b>121,100.08</b>

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

## Appendix C

### Expenditure to authorise

Date paid	Payable	Details of exp	Total inc VAT
07.04.2026	BT Group	Broadband	-49.14
09.04.2026	Lloyds Corporate Credit Card	Monthly fee, safety signs	-33.64
15.04.2026	Mrs M N Owen	Tennis key refund	-10
15.04.2026	27th Lincoln Scout Group	Grant payment	-800
17.04.2026	EDF Energy	Electricity	-281.31
20.04.2026	Ms K Vickers	Salary	-1010.08
20.04.2026	Lindum Fire	Fire equipment checks	-66
20.04.2026	Tracy Jacklin	Salary	-139.81
20.04.2026	Taylor Tree Services	Tree works	-900
20.04.2026	LCC Pension Fund	Pension	-287.67
20.04.2026	Lindum Fire	Fire alarm service	-108
20.04.2026	Henry Window Cleaner	Village Hall windows	-15
20.04.2026	LALC	Annual subscription	-259.26
20.04.2026	Mr J Burden	Salary	-126.63
20.04.2026	HMRC	Tax/National Insurance	-195.26
20.04.2026	Keith Jackson	Salary	-87.51
20.04.2026	Thorpe on the Hill Playgroup	Grant payment	-710.76
			<b>-5080.07</b>

### Items of income to note

Date received	Payable	Details of income	Total
01.04.2026	North Kesteven District Council	Precept	26220
01.04.2026	Brown MJ	Allotment rent	20
07.04.2026	Lyons N & S	Allotment rent	40
07.04.2026	Lincoln Featherbenders	Hall hire	87.5
07.04.2026	Lincoln Featherbenders	Hall hire	50
07.04.2026	Umbrella's - inv 1072	Hall hire	28
08.04.2026	Mrs A R Peacock - inv 1079	Hall hire	60
08.04.2026	Peter Lansdowne - Gray	Allotment rent	20
08.04.2026	B Bond - inv 1068	Hall hire	54
09.04.2026	Peace and Purpose	Hall hire	40
09.04.2026	Hughes H A	Allotment rent	20
13.04.2026	U Drive GB - inv 1068	Hall hire	45
15.04.2026	Benjamin Skipper	Hall hire	40
20.04.2026	Barber CB	Allotment rent	20
23.04.2026	Horry T A - 1055	Hall hire	15
			<b>26759.5</b>

## Appendix D

Date raised	Item	Position	Person/s responsible
July 2025	Bench on Clay Lane	Councillor Sheldon has spoken to the landowner, and this is now in hand.	Councillor Sheldon
July 2025	Bowls Club water tank	The concrete base will be done this month, and the tank will be ordered.	All
July 2025	Traffic calming	As work has now officially begun, the contactor will be contacted for an update regarding the traffic calming measures. <b>Action Parish Clerk.</b>	All
February 2026	Village Hall	Village hall fees and general use to be reviewed. Ongoing.	Councillor's Bramford, Ives and Koenen.
April 2026	Grants Policy	Review. The working party have met and have some proposals to put to the Parish Council which will be on the next agenda.	Councillor's Lyons, Sheldon and Parish Clerk.