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 14th October 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 Councilor's. Your presence is required during this time.

Signed: K. Vickers, Parish Clerk. 07.10.2026.

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 2nd September 2026 are a true reflection of events.

7. Finance
   i. Discuss and authorise payments & note income received. Appendix A.
   ii. To consider the financial report for the financial year 2026/27. Appendix B.
   iii. To note the receipt of the External Auditor's Report and Certificate 2025/26. Available to view on the website.
   iv. To note the increase in the hourly rate of the parish clerk's salary as set by the terms of the contact of employment which has been backdated to April 2026.

8. Planning. To note the following decision.

   Application 26/0943/VARCON Garage at Brindley Close Thorpe on the Hill Lincoln Lincolnshire. Change of use from garage to dwelling (including retrospective change to original design). (to include a carport). **Decision: Approved.**

9. Village Hall . To receive and discuss the scope for amendments to the village hall conditions of hire. Scope document circulated prior to meeting.

10. Playground. To consider if the Parish Council should pursue a grant opportunity and renew some of the playgroup equipment and associated surfacing.

11. View from the Hill Magazine. The resident who undertook the desktop publishing work for the VFTH recently gave notice and has produced their final edition. A replacement has not been found. The Editor and Treasurer remain in post. The Parish Council will now consider the following options;

    i. Cease production of the magazine, ideally temporarily, until a replacement can be found.

    ii. Reduce the magazine to a simpler and much shorter "news-sheet" format, probably with minimum adverts

    iii. The Parish Council produce the magazine, ideally on a temporary basis.

12. Armed Forces Covenant. To receive an update from Councillor Koenen and decide if the Parish Council should sign up.

13. Discuss, review and received an update on the Parish Clerk report on ongoing/outstanding actions. Appendix D.

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

15.To receive verbal updates.

Portfolio holders

- Allotments – Cllr Lyons
- Finance – Cllr Bramford
- Lake Management Committee – Cllr's Bramford, Lyons, Sheldon MBE
- Oliver Roper playpark & tennis courts– Cllr Koenen
- 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 and Ives

16. Future meeting dates in 2026

Parish Council Meetings

25 November 2026

Lake Committee Meeting

21st October 2026

Appendix A

Items of expenditure to authorise and income to note.

26.08.2026	Arbuthnot Latham	Swing seat replacement	-90.95
26.08.2026	Steve North	Grass cutting/bowls club bins	-685
31.08.2026	Unity Trust Bank	Service charge	-7
01.09.2026	Anglian Water	Water rates	-176.35
04.09.2026	Harvest Electrical	Solar meters	-232.31
07.09.2026	BT Group	Broadband	-53.94
09.09.2026	Lloyds Corporate Credit Card	cleaning items	-37.28
09.09.2026	Lloyds Corporate Credit Card	Screws and pruning shears	-18.86
09.09.2026	Lloyds Corporate Credit Card	Hedge cutters	-15.91
09.09.2026	Lloyds Corporate Credit Card	Bowls club water tank fittings	-30.79
09.09.2026	Lloyds Corporate Credit Card	Bowls club water tank fittings	-249.11
09.09.2026	Lloyds Corporate Credit Card	Caretaker mobile top up	-20
09.09.2026	Lloyds Corporate Credit Card	Monthly fee	-3
15.09.2026	PKF Littlejohn LLP	External audit	-252
15.09.2026	Henry Window Cleaner	Village Hall windows	-15
15.09.2026	Wicksteed Leisure	Annual playground inspection	-209.1
17.09.2026	EDF Energy	Electricity	-54.04
18.09.2026	Dave King	Salary	-260.38
18.09.2026	HMRC	Income tax and national insurance	-142.65
18.09.2026	Ms K Vickers	Salary	-1026.81
18.09.2026	Keith Jackson	Salary	-87.51
18.09.2026	LCC Pension Fund	Pension	-294.14
28.09.2026	Cloud Next Ltd	Web hosting	-59.98
28.09.2026	RC Wetherill	Hedge cutting	-50
30.09.2026	Unity Trust Bank	Service charge	-7
	Total expenditure		-**4079.11**

25.08.2026	Kirsty Summers	Tennis court key access	10
01.09.2026	B. Bond - 1101	Hall hire	32
04.09.2026	Mrs A R Peacock - 1102	Hall hire	60
09.09.2026	TOTH Bowls Club	Annual licence fee	5
18.09.2026	Greensit	Hall hire	60
21.09.2026	British Gas	Feed in tariff	446.6
30.09.2026	Unity Trust Bank	Service charge	-7
06.10.2026	UdriveGB - 1106	Hall hire	54
06.10.2026	B Bond - 1107	Hall hire	16
06.10.2026	Mrs A R Peacock - 1110	Hall hire	60
06.10.2026	Peace and Purpose - 1109	Hall hire	24
	Total income		**760.6**

Appendix B Budget Position

Income	Budget	Actual
Precept	26,220.00	26,220.00
VAT Refund	1,500.00	0.00
Village hall	5,000.00	2,816.70
Lake	1,150.00	1,000.00
Allotments	200.00	260.00
Other income	1,500.00	1,024.61
Interest		
Grants	1,500.00	0.00
		5,101.31

Salaries	20,000.00	(8,814.26)
Insurance	2,100.00	(2,049.95)
Audit	1,000.00	(252.00)
Expenses, training	150.00	(120.90)
Subscriptions	400.00	(389.24)
Eric East Lake - repairs/maintenance	1,000.00	(274.00)
Repairs & maintenance of other assets	1,000.00	(445.16)
ORPMR recreational site - repairs/maintenance	8,000.00	(7,712.01)
Stationery/office running costs	250.00	(330.94)
Grants	3,670.00	(2,870.76)
		0.00
Total Expenditure	**37,570.00**	**(23,259.22)**
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		5,101.31
4. Staff costs		(8,814.26)
6. Other Payments		(14,444.96)
7. Carry Forward		9,091.60
Unity Bank Current Account		9,091.60
Unity Trust Instant Access		18284.38
Skipton BS		82008.58
	Total	109,384.56

Appendix C

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

Date raised	Item	Position at last meeting	Person/s responsible
July 2025	Traffic calming	The work on the new relief road commenced in May2026 but the works will not affect Thorpe on the Hill until work commences on Pennels roundabout which is not due to start until early 2027. The parish clerk has signed up for updates on the progress on the project and will circulate any news relevant to Thorpe on the Hill.	All
May 2026	Asset Register	Review. At the Annual Parish Council Meeting it was agreed the asset register should be reviewed. Action pending.	All
July 2026	Review of caretaker salary	To be deferred to the New Year.	All