

**NETTLEHAM PARISH COUNCIL  
MINUTES OF THE MEETING OF THE PARISH COUNCIL  
HELD AT THE SMALL HALL, THE OLD SCHOOL, NETTLEHAM  
ON TUESDAY 21 JANUARY 2025, AT 7.30PM**

**Present: Councillors:** Cllr Mrs A. White (Chairman), Cllr P. McNeill (Vice-Chair),  
Cllr D. Newsam, Cllr A. Simpson, Cllr A. Crook, Cllr C. Payne, Cllr C. Johnson,  
Cllr K. Swain, Cllr J. McGuire

**Also in attendance:** Lucy Waller (Clerk), Cllr J. Brockway (Lincolnshire County Council), Cllr F. Brown & Cllr J. Barrett West Lindsey District Council (West Lindsey District Council), 2 members of the public.

**Councillors not present:** None

***The public session commenced at 7.15pm***

A member of the public highlighted a lack of progress by the working group formed in September 2024 to review the Health and Safety policy and liaise with the Health and Safety Representative. They noted the removal of references to this group from the Clerk's report and stated that the lack of progress reflects poorly on the Council. They suggested reverting to the previous policy and reiterated an offer to assist the Council in this matter.

A member of the public identified themselves as a resident of an estate impacted by item 12b and shared concerns regarding this.

Councillor J. Brockway provided a verbal update. Members noted:

- She would request that a redacted copy of the S19 report on flooding in Nettleham be shared with the Parish Council.
- Concerns about flooding on Lodge Lane had been noted.
- Flooding in some areas had been exacerbated by leaves blocking drains.
- If requested by the Parish Council, she could pursue a TRO regarding engine idling near the Co-op.
- Public consultations regarding the Nettleham Roundabout would be organised at the Old School later this year.
- Contrary to press reports, Lincolnshire County Council had not requested a delay to scheduled elections, though it was willing to accommodate such delays if deemed necessary by the Government in light of plans to implement unitary councils.

Councillor J. Barrett spoke in relation to his efforts to assist the resident whose correspondence was considered at item 12b. Members noted that he had written to the management company of the nearby housing estate.

Cllr F. Brown informed members that the WLDC Refuse Team had recently won a Best Performer Award for the third consecutive year.

***The meeting commenced at 7.36pm***

**1. To RESOLVE to receive apologies and accept reasons for absence received by the Clerk, prior to the meeting.**

No apologies were received. Members noted the recent resignation of former Cllr Chardoux.

**2. To RECEIVE disclosure of interests in accordance with the requirements of the Localism Act 2011 and to consider any requests for dispensations.**

None received.

**3. To RESOLVE to approve the notes of the Parish Council's Meeting held on 17/12/2024 as the minutes of the meeting.**

Nettleham Parish Council Meeting- 17 December 2024 – Signed: \_\_\_\_\_ Date: \_\_\_\_\_

It was **RESOLVED** to approve the notes of the Parish Council's Meeting held on 17/12/2024 as the minutes of the meeting.

**4. To NOTE the Clerk's report.**

Members noted the report. It was highlighted that the action relating to the Working Group review of the Health and Safety policy had been removed in error and would be reinstated.

**5. Planning Matters:**

**a) To RESOLVE responses to West Lindsey District Council in relation to the following planning application(s):**

**WL/2025/00003** - T1 & T2 Beech - Reduce in height from 25m to 21m. Reduce the N/E canopy by 3m. Target prune branches as shown in pictures (by green lines). Crown lift up to a height of 5m. Thin canopy by 20%. T3 Beech - Remove branches over garage roof as shown in submitted picture (by red lines). Tree Preservation Order Nettleham 1967. 9 VICARAGE LANE, NETTLEHAM, LINCOLN LN2 2RH

It was **RESOLVED** to submit no objections.

**WL/2025/00030** - Planning application for air source heat pumps, a raised sprinkler water tank and associated pump LAND TO THE NORTH OF 40 LODGE LANE, NETTLEHAM, LINCOLN, LN2 2RS

It was **RESOLVED** to subject no objections, provided that measures are taken to avoid noise nuisance to any current or future neighbouring residents using an acoustic chamber or similar measures.

**b) Any other planning matters, including any applications received after the agenda was published**

Councillor White gave a verbal update on application WL/2024/00049 (147514) Land Off Cricketers Drive, Nettleham, which had been approved at a recent WLDC Planning Committee.

**c) To RESOLVE any future protocols/ actions relating to tree applications within the Parish**

It was **RESOLVED** to adopt the draft procedure attached as APPENDIX A of these minutes subject to any input from the Tree Application Volunteer. It was **RESOLVED** to appoint Su Colman as the Tree Application Volunteer.

**6. Financial Matters**

**a) to NOTE AND RATIFY the pre-approved payments made since the last meeting and to RESOLVE to approve the schedule of accounts for payment.**

Members noted and ratified the pre-approved payments made since the last meeting and **RESOLVED** to approve the schedule of accounts for payment attached as APPENDIX B of these minutes.

**b) To NOTE the Full and Summary Income & Expenditure Reports as at 31.12.24 and to NOTE the Council's Bank Account & Earmark Reserves balances at 31.12.24**

Members noted the Full and Summary Income & Expenditure Reports as at 31.12.24 and the Council's Bank Account & Earmark Reserves balances at 31.12.24. A query was raised in relation to expenditure coded to code 1337, identified as a potential coding error. It was noted that previously highlighted errors had not yet been amended. Councillors were asked to communicate any potential coding errors directly to the RFO

***ACTION POINT – RFO to investigate expenditure coded to code 1337 and any other potential errors highlighted by Councillors and to report to Council***

**c) To RESOLVE whether to continue the current LALC Subscription 2025-2026 (£843.64) and LALC Annual Training Scheme Membership (£175+VAT)**

It was **RESOLVED** to continue the current LALC Subscription 2025-2026 (£843.64) and LALC Annual Training Scheme Membership (£175+VAT).

***ACTION POINT – RFO to arrange payment.***

**d) To REVIEW and RESOLVE to readopt the Internal Control Policy.**

It was to **RESOLVED** to readopt the Internal Control Policy

**e) To RESOLVE a preferred approach for utilising CIL funds.**

It was **RESOLVED** to develop a prioritised list for CIL expenditure while allocating 10% for ad-hoc needs. It was **RESOLVED** to delegate to the Finance Committee to produce a draft list of prioritised uses at the next meeting of the Committee for current and future CIL income following input from Councillors and light touch Public Consultation. The draft list then to be approved by Council, following further public consultation if required.

**ACTION POINT – RFO to invite Councillors to input suggestions to the next Finance Committee Meeting and include an appropriate item on the agenda. Clerk to arrange light touch public consultation via social media, posters with responses to be considered at the next Finance Committee meeting. Clerk to also arrange public consultation via Nettleham Matters. It is noted that due to publishing dates responses are unlikely to be available for the next committee meeting.**

**7. Working Groups / Council Representatives**

- a) Highways – To note the notes and recommendations of the last meeting and to RESOLVE to write to the Co-op regarding potential storage locker locations.**

Members noted the notes and recommendations of the last meeting and **RESOLVED** to write to the Co-op regarding potential storage locker locations.

**ACTION POINT – Clerk to write to write to the Co-op regarding potential storage locker locations.**

- b) Climate Change - To RESOLVE to authorise expenditure of £909 for the bulbs and seeds for various areas of the village (Adequate funds within the Climate Change budget - expenditure Highways Act 1980 s96)**

It was **RESOLVED** to authorise expenditure of £909 for the bulbs and seeds for various areas of the village.

**ACTION POINT – Facilities Manager / Cllr Johnson to arrange the order for the bulbs and seeds.**

**8. To consider installation, ownership and maintenance of a Public Bench at The Ridge and Furrow and to RESOLVE any action.**

It was **RESOLVED** to accept and supplement by £679.00 the donation of funds raised by residents, to install a 1.8m bench, appropriate base and plaque, with the bench to remain the property of Nettleham Parish Council and to be maintained as such.

**ACTION POINT – Facilities Manager/Clerk to arrange base including liaising with the Landowner & residents, purchase and installation of the bench and plaque.**

**9. To consider production of an updated Village Map and to RESOLVE any action.**

It was **RESOLVED** to purchase two copies of the new map, with protective coatings. Thanks were given to Cllr Johnson for her work so far on the map. Councillors were asked to provide any further suggestions or edits to Cllr Johnson.

**ACTION POINT – Clerk to order maps once the design is finalised, all Cllrs to feedback suggestions or edits and Cllr Johnson to finalise design.**

**10. To consider the need for Lanyard held photo ID for Councillors and Staff and to RESOLVE any action.**

It was **RESOLVED** to introduce Lanyard held photo ID for Councillors and Staff and to order 12 generic Councillor magnetic badges.

**ACTION POINT – Clerk to order photo ID for Councillors and Staff, Councillors and staff to provide a photo.**

11. To **RESOLVE** to delegate to the Property Committee to approve or not a request to install fencing around the football pitch at Mulsanne Park.

It was **RESOLVED** to delegate this matter to the Property Committee.

12. Correspondence received requiring a **RESPONSE**, or to be **NOTED**:

a) **RAF Waddington – Exercise COBRA WARRIOR 25-1 – Feb/Mar 25**

Members noted the correspondence.

b) **Surface Flooding Lodge Lane**

There was extensive discussion regarding this matter. It was highlighted that The Chairman of the Council and Cllr Barrett (WLDC) have been making considerable efforts to investigate this matter and arrange a multiagency site meeting. It was highlighted that attendance at any such meeting by a representative of LCC as the Local Lead Flood authority, was essential, but to date no response to requests to attend had been received. Cllr Brockway asked to be emailed an invitation to any meeting and committed to assisting with escalation to the appropriate officers at LCC.

It was **RESOLVED** to continue to try to organise a meeting and to write to the estate's management company regarding maintenance of drainage systems

**ACTION POINT – Clerk to request attendance by Cllr Brockway and an LCC officer at a site meeting. Clerk to write to the management company.**

c) **LCC Budget and Council Tax Proposal 25-26**

It was **RESOLVED** to support Option A (£2.99% increase and use £9.7m of reserves/additional savings).

**ACTION POINT – Clerk to submit the response.**

d) **LCC NHT Survey**

Members were encouraged to respond individually.

13. **Date of Next Meeting of the Parish Council –this has been arranged for Tuesday 25<sup>th</sup> February 2025, commencing at 7.30pm (Public session from 7.15pm), in the Small Hall at The Old School, Nettleham.**

Members noted the date of next Meeting of the Parish Council

**Any Future Agenda Items**

- TRO regarding engine idling in the area of the Co-Op.
- Update from the Working Group review of the Health and Safety policy.

**The meeting closed at 8.50pm**

## APPENDIX A

### Procedure for Input on Tree Applications in the Parish

#### 1. Designation of a Tree Application Volunteer

- The Tree Application Volunteer (TAV) can be a Parish Councillor or another volunteer with suitable knowledge of tree-related matters.
- The TAV will be responsible for actively monitoring tree applications submitted to the District Council.

#### 2. Monitoring of Tree Applications

- As the District Council does not routinely consult NPC on tree applications, the TAV will regularly review planning application lists and other relevant notices for tree-related proposals.
- The TAV will identify applications of potential concern or interest to the Parish Council.

#### 3. Initial Assessment and Drafting of a Response

- Upon identifying a tree application, the TAV will review the application details and draft an initial response. This response should:
  - Summarise the application.
  - Highlight any issues or points of interest for NPC.
  - Propose a recommended position (e.g., support, objection, or no objection).

#### 4. Circulation and Approval of the Response

- Option 1: Council Meeting Review
  - If there is a scheduled Council meeting before the response deadline, the draft response will be placed on the meeting agenda for discussion and decision.
- Option 2: Email Approval Process
  - If the response deadline falls before the next scheduled meeting, the TAV will share the draft response with the Clerk.
  - The Clerk will circulate the draft to all NPC members via email for input.
  - Members will provide comments or approve the response within five clear working days.
  - The Clerk will collate feedback and finalise the response based on the majority view.

#### 5. Submission of the Response

- The finalised response will be submitted to the District Council by the Clerk.
- Any responses submitted outside of a formal meeting will be noted at the next scheduled NPC meeting.

## APPENDIX B

Invoice Date	Ref	Supplier	Nett	VAT	Total
12/12/2024	358	AEGIS	78.00	15.60	93.60
12/12/2024	359	AEGIS	324.00	64.80	388.80
24/12/2024	360	ACTIVE8	28.42	5.68	34.10
03/01/2025	361	COMPREHENSIVE FIRE	797.00	159.40	956.40
31/12/2024	362	EXECUTIVE CLEANING	652.00	0.00	652.00
18/12/2024	363	KONICA	55.60	11.12	66.72
31/12/2024	364	GLENDALE	1431.00	286.20	1717.20
31/12/2024	365	LINC WEB DESIGN	141.00	0.00	141.00
22/12/2024	366	TUCANN	102.00	20.40	122.40
23/12/2024	367	LALC	843.64	0.00	843.64
30/12/2024	368	MAPLEBECK	3360.00	672.00	4032.00
30/12/2024	369	MAPLEBECK	480.00	96.00	576.00
08/01/2025	370	LALC	175.00	35.00	210.00
09/01/2025	371	AKO	1625.00	325.00	1950.00
09/01/2025	372	AKO	125.00	25.00	150.00
09/01/2025	373	AKO	295.00	59.00	354.00
<b>TOTAL INVOICES</b>			<b>10512.66</b>	<b>1775.20</b>	<b>12287.86</b>

05/12/2024	CB227	Co-operative Bank	13.96		13.96
09/12/2024	CB228	BT	83.18	16.64	99.82
11/12/2024	CB229	SMARTEST ENERGY	102.86	5.14	108.00
11/12/2024	CB229	SMARTEST ENERGY	-102.86	-5.14	-108.00
11/12/2024	CB229	SMARTEST ENERGY	102.86	5.14	108.00
11/12/2024	CB230	SMARTEST ENERGY	129.52	6.48	136.00
11/12/2024	CB230	SMARTEST ENERGY	-129.52	-6.48	-136.00
11/12/2024	CB230	SMARTEST ENERGY	129.52	6.48	136.00
12/12/2024	CB231	AMAZON	28.30	5.66	33.96
19/12/2024	CB231	AMAZON	-11.38	-2.28	-13.66
16/12/2024	CB232	SMARTEST ENERGY	294.36	14.72	309.08
16/12/2024	CB233	SMARTEST ENERGY	341.70	17.08	358.78
16/12/2024	CB234	SMARTEST ENERGY	135.12	6.76	141.88
16/12/2024	CB235	Total Workwear	41.58	0.00	41.58
16/12/2024	CB236	AKO GROUNDWORKS	4000.00	0.00	4000.00
17/12/2024	CB237	AMAZON	12.48	2.50	14.98
17/12/2024	CB238	AW WAVE	17.37	0.00	17.37
17/12/2024	CB239	AW WAVE	57.01	0.00	57.01
17/12/2024	CB240	AW WAVE	376.24	0.00	376.24
18/12/2024	CB241	AMAZON	19.97	4.00	23.97
18/12/2024	CB242	OCTOPUS ENERGY LTD.	256.13	12.81	268.94
19/12/2024	CB243	VATIX	49.00	9.80	58.80
18/12/2024	CB244		39.58	7.92	47.50
20/12/2024	CB245	FLEETDRIVE MANAGEMENT	306.00	61.19	367.19
23/12/2024	CB246	PENINSULA	169.43	33.89	203.32
23/12/2024	CB247	WAGES	11219.02	0.00	11219.02
23/12/2024	CB248	PERSONNEL ADVICE & SOLUTIONS	100.00	20.00	120.00
23/12/2024	CB249	EE	94.93	18.99	113.92
31/12/2024	CB250	DATAPLAN PAYROLL LTD	67.59	13.52	81.11
31/12/2024	CB251	Unity Trust Bank	14.10	0.00	14.10
02/01/2025	CB252		324.00	0.00	324.00
03/01/2025	CB253	Co-operative Bank	13.96	0.00	13.96
06/01/2025	CB254	BT	92.78	18.56	111.34
<b>TOTAL CASHBOOK</b>			<b>18388.79</b>	<b>273.38</b>	<b>18662.17</b>
<b>TOTAL PAYMENTS</b>			<b>28901.45</b>	<b>2048.58</b>	<b>30950.03</b>