

50MIN

METHERINGHAM PARISH COUNCIL

Chair of the Council Cllr Mark Worthington

John F Money Clerk/Proper Officer;

Tony Shaw Responsible Financial Officer.

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Membership : Councillor Mark Worthington, Chair of the Council (MWo); Councillor Julie Green (JG); Councillor Sarah Hunter-Leith (SHL); Councillor June Gwilym (JG); Councillor Asia O'Sullivan (AOS); Councillor Shirley Peek (SP); Councillor Catherine Redpath (CR); Councillor Terry Child (TC); Councillor Roy Grummitt (RG); Councillor Rob Castle (RC); Councillor Mike Westerman (MWe); Councillor Anthony Stephenson (AS) and one Vacancy.

John F Money, Clerk/Proper officer; Tony Shaw, Responsible Financial Officer

Draft Minutes of an Extraordinary Meeting of Metherringham Parish Council, which was held in the Parish Council Office, 21a High Street, Metherringham, LN4 3DZ on the Thursday 6th November 2025 at 6.30pm. There was the opportunity for a short public forum at 6.15pm prior to the meeting where members of the public, County and District Councillor's, together with any other members of public bodies present could have made short statements of up to 3 minutes to the Members of the Parish Council for a period of 15

Attendance: Councillor Mark Worthington, Chair of the Council; Councillor Sarah Hunter-Leith; Councillor June Gwilym; Councillor Catherine Redpath; Councillor Asia O'Sullivan; Councillor Rob Castle; Councillor Mike Westerman; John F Money, Clerk/Proper officer; Tony Shaw, Responsible Financial Officer and one member of the public.

Public Forum No members of the public wished to speak nor was there any County or District Councillors present.

The Meeting moved into formal session under Standing Orders.(In extenuating circumstances the Chair of the Council may move the meeting out of formal session to allow a member of the public to speak).

Minuted:

1.Chairmans opening remarks together with housekeeping issues.

The Chair of the Council read the usual housekeeping issues and explained that he had called the meeting to address extra CCTV coverage of the playpark and the playing field. There had been an incident on the playing field where a young 10-year-old girl had been badly injured after being hit in the face with a metal sign, although our CCTV, was able to capture this incident, it

did highlight that there are large areas of the field that are not covered by CCTV at the moment hence the reason why he called this Extraordinary Meeting to resolve it as soon as possible.

2. To note apologies for absence. The absence of Councillor's Julie Green; Shirley Peek; Terry Child and Roy Grummitt were noted. The Chair of the Council then went on to read an email he had recently received from the Clerk/Proper Officer relating to ex Councillor Keith A Parker it stated that K A Parker had been automatically removed from the membership of Metheringham Parish Council on 2nd November 2025 due to a continuing absence from meetings for a period of six months and during that time no apologies for absence were accepted and resolved by Council. The Chair of the Council went on to say that Schedule 85 of the Local Government Act 1972 is quite clear relating to this matter. The email communication contained an extract from the Act and is included with these minutes as Appendix I.

After a short discussion it was resolved that out of courtesy the Clerk/Proper Officer should email Mr K A Parker informing him of the situation and confirm it by special delivery letter, also to request that he returns all goods and other paraphernalia that relates to the Council forthwith. **Action Clerk.**

3. Members Declarations of Interests:

- a) Members may make any declarations of interest at this point but may also make them at any point during the meeting in accordance with Metheringham Parish Councils Code of Conduct; None
- b) Dispensations: To consider and accept dispensation request received by the Proper Officer from relevant members in accordance with Metheringham Parish Councils Code of Conduct; None
- c) Members are reminded to review and revise their declaration of interest form held by NKDC where any change of circumstances have occurred. Flow charts remain on the chamber table during meetings)

4.To ratify the draft minutes (for accuracy purposes only) of the following EOM: Ratified at the Full Council meeting of 29/072025. **No action.**

5.0 CCTV Cameras Princes Street Playpark.

- a) To debate and resolve potential extra security measures on Princes Street Playpark sterile areas:
A lengthy debate ensued where all options were discussed, Members had the benefit of satellite generated maps showing the proposal from Freedom Security who had submitted a quotation, the total cost of the cameras and associated equipment required was £7,369.20, the Chair of the Council noted that we would need to take an electrical supply to the cameras which were not included in their quotation along with other ancillary works too. The Clerk/Proper officer had approached North Kesteven District Council furnishing them with all details of the quotation to inquire if this expenditure could be set against the Section 106 monies from Homestead Fields for the enhancement of open space provision. Suzanne Milne the officer dealing with S106 matters had responded to the Clerk today and stated that CCTV does not qualify for S 106 contributions, but she said that the Council had just received £7,000 of Community Infrastructure Levy (CIL) money which could be attributed towards this expenditure.

After further debate it was decided to allocate the sum of £11,000 (net of VAT) as a budget cost for this project. Therefore the maximum net cost to the Council would be in the region of £4,000. The following proposals were all **tabled, proposed, seconded and resolved**.

- a) The sum of £11,000 net of VAT be allocated to fund this project
- b) That the Officers be delegated to deal together with the Chair of the Council to achieve best Value for Money (VFM).
- c) That the Councils partnered CCTV contractor Freedom Security Ltd carry out these works based on there quoted sums and the Council extend the partnership agreement with Freedom Security for a further three years. **Action: Chair of the Council and Officers**

6.0 Finance.

- a) Replace defective office printer with an A4/A3 auto feed and flatbed scanner/ printer:
A short debate took place, after the Clerk/RFO and the Chair of the Council gave Members examples of the vagaries of the present printer, while it is able to print off single sheets adequately batch printing just jams the machine. Machines between £1,350.00 and £550.00 were discussed.
It was resolved to buy the printer indicated for £660 net of VAT: **Action RFO.**

6.0 Date of the next meeting: Thursday the 27th November 2025.

The Chair of the Council closed the meeting at **6:50 pm**, thanked everyone for attending and wished all a safe journey home.

Appendix i

Guidance on the six-month rule for Councillors Section 85 of the Local Government Act 1972 states that

‘If a member of a local authority fails throughout a period of six consecutive months from the date of his last attendance to attend any meeting of the authority, he shall, unless the failure was due to some reason approved by the authority before the expiry of that period, cease to be a member of the authority’.

Attendance as a Member at a meeting of any committee or sub-committee of the authority, or at a meeting of any joint committee, joint board or other body by whom for the time being any of the functions of the authority are being discharged, or who were appointed to advise the authority on any matter relating to the discharge of their functions, and attendance as representative of the authority at a meeting of any body of persons, shall be deemed for the purposes of subsection (1) above to be attendance at a meeting of the authority.”

In relation to apologies that can be accepted to form part of attendance it is key that the following action is taken at the meeting, it is not just a case of simply noting the apologies:

- The reason for the absence is to be noted and formally approved at the Parish Council meeting. To enable this, councillors will need to send their apologies along with the reason for their absence before a meeting;
- if the Parish Council approves their reason for absence then this effectively resets the six month rule;
- The approval will need to be minuted; merely noting or accepting the apologies is not enough and the reason for absence cannot be approved retrospectively. If a councillor has not attended a meeting for six

consecutive months, and their reason for absence has not been approved, then they are no longer a councillor and the district council should be informed of the vacancy to start the election or co-option process,

John F Money Clerk/Proper Officer Metherringham Parish Council 7th November 2025