

METHERINGHAM PARISH COUNCIL

Address: 21a High Street, Metherringham, Lincoln LN4 3DZ, Tel: 01526 323100

Website: <http://parishes.lincolnshire.gov.uk/Metherringham/>

Chair of the Council: Cllr Mark Worthington, mworthington@metherringham-pc.gov.uk



Parish Clerk/Proper Officer: John F Money, parishclerk@metherringham-pc.gov.uk, Tel: 07775 692013

Responsible Finance Officer: Tony Shaw, rfo@metherringham-pc.gov.uk, Tel: 07824 811835

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 Keith Parker(KP); Councillor Mike Westerman (MWe); Councillor Anthony Stephenson (AS) and one Vacancy.

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

Draft Minutes

The draft minutes of the Full Council Meeting of Metherringham Parish Council, which was held in the Parish Council Office, High Street, Metherringham, LN4 3DZ on **Tuesday 25th November 2025 at 6.30pm**. There was a Public Forum **at 6.15pm**, prior to the formal meeting, where members of the public, County and District Councillors, together with any other members of public bodies, could make short statements of up to 3 minutes.

Signed: *John F Money*

John F Money Clerk/Proper Officer

Attendance: Councillor Mark Worthington, Chair of the Council; Councillor Sarah Hunter-Leith; Councillor Julie Green; Councillor June Gwilym; Councillor Catherine Redpath; Councillor Asia O’Sullivan; Councillor Shirley Peek; Councillor Rob Castle; Councillor Terry Child; Councillor Anthony Stephenson; Councillor Mike Westerman and Councillor Anthony Stephenson. John F Money, Clerk/Proper officer; Tony Shaw, Responsible Financial Officer.

Public Forum

County Councillor Rob Kendrick spoke regarding household waste collections which is coming into force at the beginning of 2026. He also went on to speak about a summer concert and updated us on the volunteer scheme that the LCC Highways division administers, and we have had the benefit of accessing it previously. He was later asked by a Member a question about the progress of requested zebra crossing near the garage on the Metheringham bypass/Station Road. He promised he would chase the Highways department and update the Parish Council at the next meeting.

Councillor June Gwilym reported regarding the police IAG and stated that the police are still underfunded.

The Meeting continued in formal session under Standing Orders.

(In extenuating circumstances, the Chairman may move the meeting out of formal session to allow a member of the public to speak).

1. Chairmans opening remarks together with housekeeping issues

The Chair of the Council read out the usual housekeeping rules and opened the meeting in formal session, then went on to outline the events of the previous day where a little 10year old girl had been seriously injured in the playpark where allegedly a youth threw a metal sign in her face. The police interrogated the footage on our CCTV system and found something of great interest to them.

2. To note apologies for absence:

The prior notification and absence of Cllr Terry Child is noted

3. Members Declarations of Interest

a) **Members may make any declarations of interest at any point during the meeting:** none declared

c) **Members are reminded to review their Interest form held by NKDC whenever any change of circumstances has occurred:** duly noted

4.	<p>To elect a Vice Chair: The Chair of the Council invited Members to make recommendations, it being proposed and seconded and resolved unanimously that Councillor Catherine Redpath would adopt the duties of Vice Chair of the Parish Council for the remainder of the 2025/26 Council year. Councillor Catherine Redpath accepted the position and thanked all for their confidence and support.</p>
5.	<p>To ratify the draft minutes (for accuracy purposes only) of the Full Council meetings of the 26th of August 2025, of the 30th September and the 28th October 2025. Also, the EOM of the 6th November 2025. Ratified and resolved the Chair sign these minutes as a true and accurate record of these meetings, the minutes were duly endorsed by the Chair. Action the Chair of the Council.</p>
6.	<p>Clerks Report: An update on actions arising from previous meetings; The Clerk reported that all outstanding items were covered within the agenda items.</p>
7.	<p>Finance:</p>
a)	<p>To receive an update on Lloyds Bank account closures This matter is outstanding. Action: The Chair and Cllr Grummitt</p>
b)	<p>To sign a mandate to remove an ex-councillor from Unity Trust Bank RESOLVED: A mandate was signed to remove ex-councillor Keith Parker from Unity Bank</p>
c)	<p>To note income received since the last meeting on 28th October 2025 Income noted as per Appendix 1.</p>
d)	<p>To ratify any payments made since the last meeting on 28th October 2025, that were not previously presented for approval RESOLVED: All payments in Appendix 2 were ratified.</p>
e)	<p>To approve a Schedule of Payments RESOLVED: All payments in Appendix 3 were approved.</p>
f)	<p>To approve a bank reconciliation to 23rd November 2025 RESOLVED: The bank reconciliation was approved, as per Appendix 4.</p>
g)	<p>To receive a draft budget for 2026-27 A draft budget was presented. The final version to be presented at the January 2026 meeting</p>
h)	<p>To agree a draft precept for 2026-27 Council discussed the precept but made no decision on whether it would increase it or keep it at the same level. A decision will be made at the January 2026 meeting.</p>
8.	<p>Tree Belt and open space on Dunston Road: to discuss correspondence received: it was resolved to seek further information from the landowners with view to arranging a meeting on the site. Action Clerk.</p>

9.	Princes Street Play Park: the Clerk informed Members that the schedules of work relating to the safety surfacing had been finalised and sent to three contractors. The other two schedules relating to the work involved with Mr treehouse and the repairs almost finalised and ready to be distributed. Action Clerk
10.	Tree Survey: the Clerk informed members that four quotations had been sought and after some debate it was resolved that the Tree Works contract be awarded to Welton Tree Services for their quoted sum. Action Clerk
11.	Village Hall: the Chair of the Council informed members that no meeting with the Village Hall Trustees had taken place yet. After some debate It was agreed that the Chair of the Council and the Vice Chair would delve into the archives to see if they could discover any documentation that is relevant. Action Chair and Vice Chair
12.	Dog Bins: To discuss the need for bins on Homestead Fields; A lengthy debate ensued relating to the dog fowling around the northern edge of the settlement and the developer's reluctance to mount dog bins in the Homestead Fields development. It was resolved to supply another dog bin at the end of Sergeant's Close. Action Vice Chair and the Clerk
13.	Events Working Group: The Vice Chair gave a detailed report regarding the Fayre and Feast together with Remembrance Sunday. A debate ensued and it was generally agreed that for the 2026 programme the planning of the events should start as early as the beginning of February 2026. Action The Vice Chair and members of the Events Group.
14.	Christmas Tree: a working party was established to erect and illumify the tree (being delivered Friday 28th Nov)
15.	LCC Volunteer Scheme: the request for the servicing of the area behind the parish officers to the LCC Volunteer Scheme has been refused due to it not being a community asset which would be used by all parishioners. It was resolved that Virgin Media be approached to see if they would be to assist with these proposed works. Action the Clerk
16.	Community Speed watch: Councillor June Gwilym updated Members of the position of the community Speed Watch Group and the work that she had done with Councillor Rob Kendrick. The Lincolnshire Road Safety Partnership are involved and have been updated on the progress. The Chair of the Council thanked Councillor June Gwilym for her efforts on behalf of the Parish Council. Action Councillor June Gwilym.
17.	Policies: the Clock circulated the draft Co-option policy to the Membership, and it was resolved to adopt this policy with a review date of May 2026
18.	Date of the next meeting: it was resolved that the next Ordinary Full Council meeting would be held on its scheduled date of 27th January 2026

The Chair of the Council thanked all for their attendance, reminded Members about the Christmas meal and wished all a safe journey home.

Appendix 1: Income Received

Received	Received From	Description	Amount
04/11/25	Lincolnshire County Council	2023-24 Grass Cutting Contribution	2,413.47

Appendix 2: Payments Ratified

Bank Date	Supplier	Description	Net	VAT	Gross
31/10/25	Amazon (VAT 27)	Disposable Plates & Forks	7.18	1.44	8.62
31/10/25	Amazon (VAT 27)	Hot Drink Cups	7.49	1.50	8.99
31/10/25	Amazon (VAT 27)	Wooden Teaspoons	3.24	0.65	3.89
31/10/25	Antony Shaw	Salary (Oct)	1,626.83		1,626.83
31/10/25	Antony Shaw	WFH Allowance (Oct)	26.00		26.00
31/10/25	Eleanor Tomlinson Ltd	Plastic Drink Cups	3.96	0.79	4.75
31/10/25	HMRC	PAYE (Oct)	2,740.39		2,740.39
31/10/25	John Money	Salary (Oct)	3,331.70		3,331.70
31/10/25	Michelle Ruzzak	Salary (Oct)	1,499.81		1,499.81
31/10/25	Unity Trust Bank	Service Charge (Oct)	12.15		12.15
05/11/25	NEST	Pension (Oct)	303.94		303.94
10/11/25	Lincoln Print Copy Centre Ltd	Remembrance Day Leaflets	182.31		182.31
10/11/25	VIC Group	Portable Lighting Tower	299.04		299.04
14/11/25	O2	Mobile Phone Contract (Nov)	13.20		13.20
14/11/25	Yu Energy	Electricity (Library) (15/09/25 to 31/10/25)	0.74	0.04	0.78
21/11/25	Total Energies	Electricity (Health Clinic)	73.87	3.69	77.56
21/11/25	Wilson Alarm Systems	TBC	847.20		847.20
21/11/25	HMRC	Underpayment in July and August	2,714.96		2,714.96

Appendix 3: Schedule of Payments

Invoice Date	Supplier	Description	Net	VAT	Gross	Reimburse
06/11/25	Amazon (VAT 21)	Remembrance Day Bunting	56.35	12.00	68.35	A Shaw
30/10/25	Amazon (VAT 27)	A4 Pink Printer Paper (Confidential Items)	15.64	3.12	18.76	A Shaw
05/11/25	Amazon (VAT 27)	A4 White Printer Paper	14.99	3.00	17.99	A Shaw
08/11/25	Amazon (VAT 27)	Staples	1.16	0.23	1.39	A Shaw
31/10/25	Aumberwoold Limited	"CCTV In Use" Stickers	5.98		5.98	A Shaw
05/11/25	Buydefinition Limited	Remembrance Day Flag	7.07	1.42	8.49	A Shaw
31/10/25	Chores Hygiene Management Ltd	Cleaning (Oct)	480.00	96.00	576.00	
04/11/25	Cloud Next	Domain hosting (12 months)	149.99	29.99	179.98	
30/10/25	Glendale Countryside	Grass Cutting (Oct)	673.80	134.76	808.56	
03/11/25	Screwfix	Rechargeable Worklight	12.48	2.50	14.98	

12/11/25	T&T Tree Services	Memorial Garden Maintenance	450.00		450.00	
12/11/25	Wave	Water (Public Toilets) 12 Aug 2025 to 11 Nov 2025	152.44		152.44	
31/10/25	Wright, Lilley & Co.	Payroll Processing (Oct)	58.00	11.60	69.60	
11/11/25	Amazon (VAT 27)	Brother Printer	249.08	49.82	298.90	A Shaw
12/11/25	Amazon (VAT 27)	Two Weatherproof Padlocks	11.99	2.40	14.39	A Shaw
01/11/25	Forum Computers	Microsoft 365 Subscription (Nov)	21.72	4.34	26.06	
11/11/25	Freedom Fire & Security Ltd	Fit new lock to CCTV cabinet and create USB footage	135.00	27.00	162.00	
08/11/25	Total Energies	Electricity (Health Clinic) 08/10/25 to 20/10/25	61.06	3.05	64.11	
08/11/25	Total Energies	Electricity (Library) 01/10/25 to 31/10/25	100.88	5.04	105.92	
01/11/25	Microshade VSM	Cloud Hosting	202.02	40.40	242.42	

Appendix 4: Bank Reconciliation

Bank Account	Cashbook Balance	Bank Statement
Lloyds Treasurers	9,987.42	9,987.42
Lloyds Bus Bank Instant	3,496.53	3,496.53
Lloyds Library	4.25	4.25
Lloyds Instant Access	5.03	5.03
Unity Current		
	11,447.60	11,447.60
Unity Instant Access	0.00	0.00
Unity Instant Access	471,099.86	471,099.86