

46a

METHERINGHAM PARISH COUNCIL

The Chair of the Council: Cllr Mark Worthington

Parish Clerk/Proper Officer: John F Money

Responsible Finance Officer: Tony Shaw



Address: 31a High Street, Metheringham, Lincoln LN4 3DZ

Office: 01526 323100, Mobile: 07775 692013

Email: parishclerk@metheringham-pc.gov.uk

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

NOTICE

(Posted 11:30am 21/08/2025)

You are summoned to a Full Council Meeting of Metheringham Parish Council, which will be held in the Parish Council Office, High Street, Metheringham, LN4 3DZ on **Tuesday 26th August 2025 at 6.30pm**. There will be 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 can make short statements of up to 3 minutes. The Public Forum will last for a maximum 15 minutes in total.

Signed: *John F Money*

John F Money Parish Clerk/Proper Officer;

21st August 2025.

Public Forum:

The Meeting will continue in formal session under Standing Orders.

AGENDA

(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.

a) Brief explanation of the content of the meeting

2. To note apologies for absence.

3. Members Declarations of Interest.

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 Council's Code of Conduct.

- b) Dispensations: To consider and accept dispensation requests received by the Proper Officer in accordance with Metherringham Parish Council's Code of Conduct.
 - c) Members are reminded to review and revise their declaration of interest form held by NKDC where any change of circumstances have occurred. The Proper officer to hand out DPI flow charts which may remain on the chamber table during meetings.
- 4. To ratify the draft minutes (for accuracy purposes only) of the Full Council meeting on 29th July 2025.**
- a) The Chair to sign the minutes as a true and accurate record of the meetings.
 - b) Council to discuss completed and outstanding Action Items from previous minutes. Scouts, Shiregate Pond, Biffa bin and Flyposting,
- 5. Events Working Group:** Interim report with a progress update.
- 6. NKDC Tree Survey:** With recommendation of remedial action required.
- 7. Proposed re-opening of the Fen Road Public Toilets:** With all matters appertaining to it.
- 8. Address dilapidated mild steel planters to the front of the library.**
- 9. Village Hall:** Existence of a lease/licence to occupy, or other agreement together with a way forward, to instruct officers.
- 10. Mower and Road Sweeper:** Update and further instructions to officers.
- 11. Planning & Environment Committee:** To report on the draft proposed allocation of Section 106 and Section 111 money commuted sum from Homestead Fields & Quarry Close.
- 12. Planning & Environment Committee:** To report on the potential replacement of 21 & 21a High Street Metherringham.
- 13. Planning & Environment Committee:** To report on any action further required relating to other conditions contained in the Homestead Fields Section 106 agreement, to instruct officers.
- 14. Planning & Environment Committee:** To report regarding extra storage facility to be sited on one of the sports fields.
- 15. Standing Committees of the Parish Council:** Member re-allocation to Committees.
- a) Planning & Environment
 - b) Finance & Staffing
- 16. Planning update by the Proper Officer:** Scoley Court planning application.
- 17. The procurement of a contractor for the regular cleaning of the Public Toilets, the Parish Councils 21a High Street facility, The Hub and the Pavilion.**
- 18. Emergency & Resilience Plan:** To include past hazards e.g. flooding, storms; vulnerable residents and locations; safe gathering places and keyholders; local skills and resources.
- 19. Finance & Staffing Committee:** To recommend the adoption of the following employment related revised LALC policies that were resolved in principle at their committee meeting on the 8th August 2025.
- a) Complaints Procedure

- b) Discipline Procedure
- c) Grievance Procedure

20. Financial Matters:

- a) To receive an update on Lloyds and Unity Trust Bank.
- b) To ratify any payments made since the last meeting, that were not previously presented for approval.
- c) To approve a Schedule of Payments
- d) To approve a bank reconciliation to the end of July 2025.
- e) To receive a Finance Summary to 25th August 2025.
- f) To receive and approve a proposal for a new electricity contract.
- g) Events Group potential spending:
 - i. F & F Climbing Wall
 - ii. Extra “Road Closing” signs
 - iii. Extra tarpaulins for stalls
 - iv. New tarpaulin for the trailer
 - v. Funding of two places on “Road Closure” training
 - vi. Amber warning lights
- h) Potential charge to the Showmen regarding power consumption.

21. The Chairman will ask Members to resolve to move the meeting into closed session, with public and press excluded, as set out in the Public Bodies (Admissions to Meetings) Act 1960, as amended by Section 12a of the Local Government Act 1972 for this particular occasion.

22. The Chair and Proper Officer to update Members regarding ongoing Code of Conduct and associated issues.

23. Finance & Staffing Committee: To report and make recommendations relating to staff establishment from their meeting on 8th August 2025.

24. Date of the next meeting.

25. Meeting Closed.