

57m

METHERINGHAM PARISH COUNCIL



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

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

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

Vice Chair of the Council Cllr Catherine Redpath credpath@metheringham-pc.gov.uk

Chair of the Finance and Staffing Committee: Vacant

Chair or The Planning and Environment Committee Cllr Roy Grummitt rgrummitt@metheringham-pc.gov.uk

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

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

Members: Counsellors June Gwilym; Sarah Hunter-Leith; Rob Castle; Shirley Peek; Anthony Stephenson; David Taylor; Mike Westerman.

Attendance: Councillors Mark Worthington; Catherine Redpath; June Gwilym; Sarah Hunter-Leith; Rob Castle and David L Taylor.

Draft Minutes of an Extraordinary Meeting of Metheringham Parish Council, which was held in the Parish Council Office, High Street, Metheringham, LN4 3DZ on Friday **the 6th of March 2026 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, made short statements of up to 3 minutes. The Public Forum lasted for a maximum of 15 minutes in total.

John F Money 14th of March 2026

Public Forum: The Clerk of the Council made comment regarding the Prince's Street Play Park, current situation with quotations and the Section 106 agreement monies. He confirmed that Suzanne Milne of the NKDC Enforcement Team had telephoned and confirmed by email the Castillo play equipment was eligible to be funded from Section 106 monies. He noted that the price quoted did not include the enhanced Wet Pour safety paving which Members desired. He had spoken Suzanne relating this and she confirmed that the increased cost would be acceptable

She also requested that the other fall safety enhancements be included on the same claim form, the Clerk informed Members that he had requested Stuart Wilson of Mac Venture Play to update

his quotations accordingly so the required claim form could be completed and sent to NKDC for their consideration.

The Clerk also Informed members that he had opened negotiations with Erica Weston the business manager at the Metheringham Primary School related to the Star and Garter lease with the County Council and the lease relating to pavilion from the County Council where the Parish Council are tenants, after some negotiation the following was provisionally agreed between Erica and the Clerk.

- a. The School do not wish to use the pavilion for changing facilities as the children come dressed for PE straight from home.
- b. For the year 2024/25 The School/County Council will pay the sum of £2,400 In rent for the use of the Star and Garter field. **Action: the RFO to raise the appropriate invoice**
- c. For the year 2025/26 the School/County Council will pay the Parish Council the sum of approximately £3,400 which is the base rent of £2,400 at 2012 multiplied by CPI. ***Action: Clerk to assess the correct sum, the RFO to raise the appropriate invoice (actual sum invoiced was £3,533.12).**
- d. The Clerk said he believed it was within the remit of the RFO and himself to go ahead with the above provisional agreement and produce invoices for the School (which they require by the 11th of March 2026) so this money will be paid during this financial year; while it appeared the Members present were in agreement, this not being an agenda item any resolution relating to this agreement will have to be deferred and to the 31st of March 2026 **Action: Members may decide to instruct the Clerk to amend the lease accordingly whereupon the next quinquennial review date will be on the 1st of January 2030**
- e. The School will charge the Parish Council for the pavilion media use (gas, electricity and water) as calculated by readings from the sub meters installed. **Action: Handy Person to establish the media concerned only relates to the pavilion.**

The Clerk informed members that he had met an executive of Virgin Media recently and raised the subject of the remedial works that were agreed by his company; he advised us to approach the Virgin people who made the agreement to do reparation work. After a short discussion Members recollected that Virgin Media representatives came to a meeting approximately 2 years ago.

Action: Clerk to discover who they were.

*All completed

Draft minutes

1.	Chair of the Council: along with his usual remarks and housekeeping issues. The Chair of the Council suggested that instead of waiting for the end of the meeting the Clerk should make his comments relating to current issues within the public forum which are not agenda Items.
2.	To note apologies for absence. Councillors Roy Grummett; Shirley Peek: Anthony Stephenson and Mike Westerman.
3.	Declarations of Interest: None.
	a) To receive declarations of interest relating to any of the agenda items below: None.
	b) To record any dispensations granted: None.
4.	Minutes: None that remain unexecuted
5	<p>To appoint Members to serve on the Finance & Staffing Committee as required to bring the complement up to 5 members.</p> <p>Interest has already been shown by Councillor Sarah Hunter-Leith Anthony Stephenson and Councillor David Taylor.</p> <p>Councillor June Gwilym the present Chair of the Finance and Staffing committee said she wished to resign from her post and the committee. The Chair of the Council thanked Councillor June Gwilym for all that she had done while in post and Members present echoed his sentiments.</p> <p>It was resolved that Councillors Sarah Hunter Leath; Anthony Stevenson and David Taylor become Members of the Finance and Staffing Committee. The Chair of the Council said due to pressure of work he wished to transfer his ex officio membership of this committee to the Vice Chair Councillor Catherine Redpath. This was also resolved.</p>
6.	<p>a. Review content and timelines relating to council agendas and minutes and to resolve the determined future process. Resolved to defer. Action the Clerk</p> <p>b. To note the roles and responsibilities contained with the reviewed procedures. Resolved to defer. Action the Clerk</p>
7.	<p>a. To consider resolving to accept the drafted fire risk assessment relating to the Hub/Library and the Parish Council building for the coming year.</p> <p>Due to the discovery by the Chair of the Council that the Clerk of the Council is no longer sufficiently qualified to carry out these risk assessments and taking into consideration the Clerks uncertainty regarding the regulations appertaining to the Hubs lack of emergency lighting and routes of exit sign lighted, it was resolved that the Clerk find a suitably qualified inspector to carry out these fire risk assessment inspections to all of the Parish Council owned property. Resolved to defer. Action the Clerk.</p>

	<p>b. To note the Land Registry documentation available to view relating to the property as part of a previous action item. The Clerk explained that the title documents TP1 had been purchased from the Land Registry that relate to the old doctor's surgery of 2015, the Hub, car park and forecourt 2019. Noted.</p>
8.	<p><i>The Chair of the Council to request a proposal to move the meeting into closed session as per the Public Bodies (Admissions to Meetings Act 1960) and the Local Government Act 1972 Schedule 12a.</i> Resolved</p>
9.	<p>To Discuss Staffing Issues:</p> <p>a. It was resolved the Finance and Staffing Committee undertake a review of Metheringham Parish Council's staffing requirements and make recommendations to Full Council. Action: Finance and Staffing Committee</p> <p>b. It was resolved for the Finance and Staffing Committee to undertake a review of all policies relating to staffing and employment matters for accuracy and compliance with current legislation; amend as necessary and present their amended documents to Full Council for approval as appropriate. Action: Finance and Staffing Committee</p>
10.	<p>Date of the next meeting scheduled. 31st March 2026. Action: Chair Clerk & RFO to prepare the agenda.</p>