

Metheringham Parish Council



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Minutes of the Ordinary Meeting Wednesday 24th June 2026 at 6.15pm

Clerk/RFO: Tony Shaw
Present: Councillors Worthington (Chair), Redpath (Vice-Chair), Peek, Gwilym, Curwen, Westerman and Grummitt
In Attendance: County Councillor Rob Kendrick and District Councillor Dave Parry
3 members of the public

Public Forum

To receive updates from District and County Councillors

County Cllr Kendrick provided an update on the following items:

- Councillors have access to a Community Fund where they can award up to £3,000 per project.
- The need for a pedestrian crossing on Caroline Road will be analysed in September.
- Several residents have been in contact about the new yellow lines on Prince's Street.

District Cllr Parry provided an update on the following items:

- NKDC have entered into a partnership with Savoy Cinemas Ltd to develop a four-screen cinema in Sleaford.
- NKDC have held an e-waste week where people donated IT equipment that could be redeployed to residents. Some older items of equipment have been sent to Ukraine.
- Licensing officers will wear bodycams for their personal security.

To receive short statements or questions from members of the public

One member of the public addressed council on behalf of Metheringham Airfield Visitor Centre, to explain the need for grant funding.

Two members of the public raised parking and safety concerns following the installation of yellow lines on Prince's Street. County Cllr Kendrick agreed to arrange a site visit with an officer from LCC and residents would be invited to attend.

52-2627 To receive apologies from any members unable to attend the meeting
Apologies received from Councillors Stephenson, Taylor and Castle.

53-2627 To receive Declarations of Interest in any agenda items below and record any dispensations
None.

- 54-2627 To adopt the minutes of the meeting on 26th May 2026
RESOLVED: Minutes adopted and signed by the Chair.
- 55-2627 To receive a report from the Clerk on items arising or progressed since previous meetings
The Clerk provided an update on the following items:
- a) The Armed Forces Community Car Service have requested a grant application form. They are seeking funds to help with marketing costs.
 - b) Work on Prince's Street Play Park commenced in Thursday 18th June and Caloo are progressing well.
 - c) EMAS have advised that the defibrillator at the Fire Station belongs to them and has been decommissioned.
 - d) A Canva Pro account has been purchased at a cost of £8 per month, to enable the production of high-quality event marketing material.
 - e) Freedom Security attended the playing field to investigate why two CCTV cameras are not working. It was determined that one of the camera towers is not receiving power. Further investigation is underway.
 - f) Council has received a Community Hub grant of £5,167.
- 56-2627 Finance
- a) To note any income received since the meeting on 26th May 2026
Income noted as per Appendix 1.
 - b) To note any internal bank transfers since the meeting on 26th May 2026
Internal transfers noted as per Appendix 2.
 - c) To ratify any payments made since the last meeting on 26th May 2026
RESOLVED: All payments ratified as per Appendix 3.
 - d) To approve a Schedule of Payments
RESOLVED: All payments approved as per Appendix 4.
 - e) To approve a bank reconciliation to the end of May 2026
RESOLVED: Bank reconciliation approved as per Appendix 5 and signed by the Chair.
- 57-2627 Annual Governance and Accountability Return (AGAR)
- a) To receive the Internal Audit Final Report and agree an action plan
Council received and accepted the Internal Audit report. An action plan was put in place in April, following receipt of the Interim Audit Report. The Clerk will compare this with the latest report and add any new recommendations.
 - b) To complete the Annual Governance Statement
RESOLVED: Council completed the Annual Governance Statement and it was signed by the Chair and Clerk.
 - c) To approve the Accounting Statements

RESOLVED: Council approved the Accounting Statements and it was signed by the Chair and RFO.

- d) To note the dates of the Period of Public Rights

The Clerk has prepared a Notice of Public Rights. Council noted the dates run from Wednesday 1st July 2026 to Tuesday 11th August inclusive.

- 58-2627 To consider an amended A15 Metheringham Heath consultation

RESOLVED: Council have no objection/comment.

- 59-2627 To consider a grant application from Metheringham Airfield Visitor's Centre

RESOLVED: Council granted an award of £1,000.

- 60-2627 Dunston Road Allotments

- a) To consider an estimate from Anglian Water for a water supply tap

Anglian Water have provided an estimate of £9,500 to install a water tap on the allotments.

RESOLVED: Council will not proceed with an order at this time.

- b) To consider quotes for hedge cutting

At the time of the meeting the Clerk is waiting for quotes. Item deferred to the July meeting.

- 61-2627 To consider planning application 26/0714/PNH at 9 Franklin Close, Metheringham

RESOLVED: Council have no objection/comment.

- 62-2627 To consider adoption of Dunston Road Tree Belt

RESOLVED: Council will not adopt the tree belt.

The Clerk will inform Vistry and request that they carry out essential work on trees that are overhanging the allotments and residential properties on Shiregate.

- 63-2627 Correspondence

- a) To consider a request for an outdoor space to set up a fund-raising stall

RESOLVED: Clerk to signpost the resident to request space at the Farmer's Market.

- b) To consider a request for use of the village hall car park as an event aid station

RESOLVED: Council approves the request subject to provision of a risk assessment.

- c) To consider a request to borrow market stalls for a Christmas market

RESOLVED: Council approved the request from Ruskington Parish Council subject to a fee of £10 per stall.

- 64-2627 To consider an application for co-option

At the time of the meeting the applicant had not returned their application form. Item deferred to the July meeting.

To consider moving into a Closed Session to discuss the confidential matters below

RESOLVED: Council agreed to move into a closed session

65-2627 Staff Matters

RESOLVED: The Staffing Committee will convene a meeting to deal with staff appointments.

66-2627 To consider a complaint

RESOLVED: Council agreed a response to a complainant.

The meeting closed at 8.40pm

APPENDIX 1: Income Received

Received	Received From	Description	Amount
29/05/26	NKDC	2025-26 Litter Picking Grant	1,090.58
02/06/26	Hub Cash	Post Office Deposit of Cash	119.90
04/06/26	Marie Gray	Stall Fee for Fayre & Feast	25.00
04/06/26	Shirl Elsom	Stall Fee for Fayre & Feast	20.00
05/06/26	S Patterson	Stall Fee for Fayre & Feast	20.00
05/06/26	J Rickells	Stall Fee for Fayre & Feast	20.00
05/06/26	Shugs Sweets	Stall Fee for Fayre & Feast	25.00
08/06/26	The Waffle House	Stall Fee for Fayre & Feast	20.00
08/06/26	Tilly's	Stall Fee for Fayre & Feast	25.00
09/06/26	S Maclaren	Stall Fee for Fayre & Feast	25.00
10/06/26	Dianna Stephenson	Stall Fee for Fayre & Feast	20.00
10/06/26	Dutch Cakes	Stall Fee for Fayre & Feast	25.00
10/06/26	Wildlife Trust	Stall Fee for Fayre & Feast	20.00
12/06/26	Hub Cash	Post Office Deposit of Cash	96.70
22/06/26	LCC	Community Hub Grant	5,167.00

APPENDIX 2: Internal Bank Transfers

Bank Date	From Account	To Account	Amount	Reason
29/05/26	UTY IA 673	UTY Current	10,000.00	To cover payments
08/06/26	LYD Library	UTY Current	7.77	Lloyds account closure
08/06/26	LYD Treasurers	UTY Current	9,771.63	Lloyds account closure
09/06/26	LYD IA	UTY Current	5.03	Lloyds account closure
09/06/26	LYD BB Instant	UTY Current	5,042.61	Lloyds account closure

APPENDIX 3: Payments Ratified

Bank Date	Supplier	Description	Net	VAT	Gross
28/05/26	NKDC	Council Tax (May)	116.00		116.00
31/05/26	Unity Trust Bank	Service Charge (May)	13.00		13.00
01/06/26	Scouts Group	Grant Award	520.00		520.00
01/06/26	Clear Councils	Swimming Pool Insurance for 2026-27	1,069.84		1,069.84
01/06/26	Clear Councils	Parish Council Insurance for 2026-27	2,931.97		2,931.97
01/06/26	Screwfix	New lock for main office	20.82	4.17	24.99
01/06/26	Screwfix	New key safe	12.24	2.45	14.69
01/06/26	Screwfix	WD40 for play park lubrication	7.49	1.50	8.99
08/06/26	Michelle Ruzzak	Salary (May)	1,237.77		1,237.77
08/06/26	Antony Shaw	Salary (May)	2,748.54		2,748.54
08/06/26	Antony Shaw	WFH Allowance (May)	26.00		26.00
08/06/26	HMRC	PAYE (May)	1,182.93		1,182.93
08/06/26	NEST	Pension (May)	350.70		350.70
09/06/26	Yu Energy	Electricity (Sports Field) 01/05/26 to 31/05/26	25.38	1.27	26.65
15/06/26	British Gas Lite	Electricity (War Memorial) 01/04/26 to 01/05/26	23.23	1.16	24.39
16/06/26	O2	Mobile Contract (Handyperson Phone)	15.00		15.00
16/06/26	Parcel2Go	Postage for the Return of the Defib Battery	21.03	4.21	25.24
16/06/26	Lincolnshire County Council	Road opening permit for King's Road	325.00		325.00
18/06/26	C&A Removals	Clear waste from allotment plot 3	300.00		300.00

APPENDIX 4: Schedule of Payments

Invoice Date	Supplier	Description	Net	VAT	Gross
01/05/26	Forum Computers	Microsoft 365 Subscription (Jun)	21.72	4.34	26.06
12/05/26	Wave	Water (Public Toilets) 12/02/26 to 11/05/26	151.85		151.85
17/05/26	Wave	Water (Library) 17/02/26 to 16/05/26	73.14		73.14
17/05/26	Wave	Water (Sports Field) 17/02/26 to 16/05/26	19.26		19.26
29/05/26	Chores Hygiene Management Ltd	Office Cleaning (May)	558.72	111.74	670.46
31/05/26	Glendale Countryside	Grass Cutting (May)	813.55	162.71	976.26

31/05/26	Sunbelt Rentals	Heras Fencing Hire (May)	120.96	24.19	145.15
02/06/26	EON Energy	Streetlight Maintenance (Apr to Jun)	560.50	112.10	672.60
04/06/26	ICO	Annual Data Protection Registration	47.00		47.00
07/06/26	Total Energies	Electricity (Health Clinic) 01/05/26 to 31/05/26	72.58	3.63	76.21
07/06/26	Total Energies	Electricity (Library) 01/05/26 to 31/05/26	78.50	3.93	82.43
08/06/26	Clear Councils	Village Hall Insurance for 2026-27	744.82		744.82
10/06/26	Right Action	Fire Extinguishers Safety Checks (Parish Office)	49.80	9.96	59.76
10/06/26	Dan Hughes	Repair Hub Toilet and Add Isolation Valve	150.00		150.00
15/06/26	Freedom Fire & Security Ltd	Site visit to investigate CCTV issues	200.00	40.00	240.00
19/06/26	Paul Elmore	Window cleaning (Jun)	22.00		22.00
23/06/26	BT	Broadband (Jun)	65.03	13.01	78.04

APPENDIX 5: Bank Reconciliation

Cashbook		
Opening balance on 1st April 2026		443,767.63
Actuals from 1st April 2026 to 31st May 2026:		
Income		119,520.80
Expenditure		
Invoices received in 2025-26, paid in 2026-27	-10,316.42	
Invoices received and paid in 2026-27	-39,765.54	
Expenditure Total		-50,081.96
Cashbook balance on 31st May 2026		513,206.47

Bank Statements on 31st May 2026		
Lloyds Treasurers		9,771.63
Lloyds Business Bank Instant		5,042.61
Lloyds Library		7.77
Lloyds Instant Access		5.03
Unity Trust Current Account		18,569.68
Unity Trust Reserves		479,809.75
Total of All Accounts		513,206.47