

**Horsington Parish Council - Draft Minutes of Ordinary Meeting.  
Parish Clerk – Melvin Grosvenor 01507 578657.**

Draft Minutes of Ordinary Meeting of Horsington Parish Council on **Wednesday 04 December 2024** commencing 7.30 pm at the renamed 'Charles Hill Community Hall' - Horsington.

Those present: Mr C Bates (Chairman) Cllr R Hill, Cllr M Beard, Cllr N Elliot, Cllr W Gray.

Clerk: Mr M Grosvenor. Plus 4 Residents in attendance.

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**1224/68 Apologies for absence.**

Apologies received Cllr P Bradwell.

**1224/69 Public Participation.**

Concerns raised in respect of users safety due to accumulated fallen leaves and debris along the grass verge footpath opposite Elder Tree Pub - Cllr W Gray & Cllr R Hill to initiate cleaning and removal. Point of interest - resident highlighted the benefit of attending a LIVES defibrillator training session and possibility of a similar session for Horsington. Clerk to contact LIVES to attend Annual Parish Meeting scheduled on 12 March 2025.

**1224/70 Declaration of Interest.**

Agenda Item **1224/77** Financial Matters b) Consideration of Clerk & RFO Financial Statement & proposed budget for Financial Year 2025/26 in order to set Precept for 2025/26. Note: Cllr R Hill submitted Tender for Village Grass cutting for the 2025 season.

**1224/71 Minutes of Previous Meetings.**

Minutes of Ordinary Meeting held on 09 October 2024 approved and signed as a true record.

**1224/72 Clerk's Report. See Appendix A.** Taken as read - Clerk also drew attention to relevant agenda items.

**1224/73 Reports from Elected Representatives.**

**a) To receive a report from Cllr P Bradwell.**

Clerk updated prior to meeting.

**b) To receive a report from Cllr W Gray.**

Report and update re ELDC programmes. To be posted on Notice Board.

**1224/74 Update: 1024/55 Highway/Footpath Repairs Pot holes & maintenance - Updates & Actions:**

**1. Flooding/Blocked drain/s** Flooding of at the Bus stop Lay-by appears to have been resolved - & subject to ongoing monitoring **Update:** Has flooded again 30/09 - 02/10/24. However, there is repetitive flooding on the field side of the bend just before Moor Lane. Residents report that there may be a blockage beyond the reach of the mobile drain clearance hose which requires further investigation. **Update:** Assessment of blocked drains included in previous agenda item **0224/75**. After relatively dry summer and recent

rain 30/09 - 02/10 it appears the blockage has been cleared. Update noted Clerk discussed matter with Cllr Bradwell prior to meeting.

**2. Footpath Moor Lane** - Installation of footpath to assist disabled resident. Moor Lane - Horsington Rd junction - Need specific funding - but unfortunately is considered to be a low priority for LCC Highways funding. Clerk again discussed ongoing concern with Cllr Bradwell prior to meeting is pursuing this matter.

**1224/75 Update: 1024/56 Clerk liaised with Chairman to submit a report 14/11/2023 to LCC Highways** re: the poor surface condition along the length of Main Street Horsington - including pot holes and broken tarmac. **Site visit 20 December 2023** attended by Chairman, Cllr R Hill and Clerk with Richard Fenwick LCC Highways to assess the extent of the works required. Essential pot hole repairs to be undertaken in preparation for road resurfacing - matter now in hand including proposed upgrading of bus stop lay by & ongoing. Potholes still increasing. **Update:** October 2024 works have been undertaken over the past few weeks most pot holes filled in. Chairman proposed letter of thanks to LCC Highways & Cllr Bradwell. December 2024 - Clerk raised the ongoing matter concerning the proposed upgrading of bus stop lay by with Cllr Bradwell matter in hand.

**1224/76 Update: 1024/57 Traffic Calming measures.**

**Traffic Survey (levels & speeds).** **Update:** Clerk received Traffic Survey Report B1190 Horncastle Road 24 July 2023. Clerk has responded to unsatisfactory outcome of survey. **Update:** Chairman & Clerk raised concerns at an on line Parish Council briefing meeting with the Police & Crime Commissioner's team on 5 December 2023 where speeding concerns through Horsington were raised during the Q & A session. Clerk liaising with LRSP & Cllr Bradwell. Confirmation of donation of 3 pairs of white village gateways. Site visit Chairman Cllr Hill & Clerk agreed proposed locations. Clerk submitted interim application to LCC Highways and approved 4 April 2024. Cllr Bradwell advised will again press for a speed limit reduction to 40mph on each of the 3 approaches to Horsington. Clerk attended Lincolnshire Police Parish Council Engagement Session - 27th June 2024 & again raised speeding concerns in Horsington. New white village gateways have been received. Installation being arranged. **Update:** 23 October - Clerk met with Cllr Hill & D Annakin to confirm position of gateways & to arrange installation.

**1224/77 Update 1024/58 HPC's Communications & Website** - See Clerk report.

**a) GDPR - Horsington PC contact email addresses.** Progress on application for secure GOV.UK domain name & email contact address. Update: 03/12/24 - Clerk attended online information/training session hosted by 'The Parish Council Domains Helper Service.Gov.UK' to access funding and training assistance for the implementation of the .gov.uk email package. Members **Resolved** for Clerk to proceed.

**1224/77 Financial Matters & Financial Statement 04/12/2024.**

| <b>Description</b>                                     | <b>DR/CR/Ref</b> | <b>Amount £</b> |
|--------------------------------------------------------|------------------|-----------------|
| <b>Bank Statement Reconciliation 31/10/2024</b>        |                  | <b>5194.04</b>  |
| Invoices Expenses due 09/10/2024.                      |                  |                 |
| RH Plant Village Grass cutting 2024 (Chq 430/433 void) | DR 434           | 1080.00         |
| Clerk Admin expenses. Aug/Sept/Oct.                    | DR 431           | 30.00           |
| Invoice - First Aid box top up.                        | DR 432           | 20.82           |
| IOC Annual renewal.                                    | DR DD            | 35.00           |

|                                                |                  |  |                |
|------------------------------------------------|------------------|--|----------------|
|                                                | <b>Sub Total</b> |  | <b>1165.82</b> |
| <b>Balance B/F</b>                             |                  |  | <b>5194.04</b> |
| <b>Balance C/F</b>                             |                  |  | <b>4028.22</b> |
| Invoice LCC Grass cutting contribution 2024    | CR               |  | 1108.21        |
| <b>Balance C/F</b>                             |                  |  | <b>5136.43</b> |
| <b>Invoices Payments due 04/12/2024</b>        |                  |  |                |
| Clerk Office Expenses Nov/Dec/Jan              | DR               |  | 30.00          |
| Proposed HPC Winter News Letter printing       | DR               |  | 25.00          |
|                                                | <b>Sub Total</b> |  | <b>55.00</b>   |
| <b>Balance C/F</b>                             |                  |  | <b>5081.43</b> |
| Estimated Expenditure to Yr end 31/03/2025.    |                  |  |                |
| Contribution - Annual Over 50's Lunch Jan 2025 | DR               |  | 200.00         |
| 2nd Stage Clerk remuneration 2024/25           | DR               |  | 1100.00        |
| Village Hall HPC meeting hire 2024/25          | DR               |  | 100.00         |
| Clerk Admin Expenses Feb/March 2025.           | DR               |  | 20.00          |
|                                                | <b>Sub Total</b> |  | <b>1420.00</b> |
| <b>Balance C/F</b>                             |                  |  | <b>3661.43</b> |
| Estimated VAT Refund 2024/25                   |                  |  | 203.47         |
| <b>Estimated Reserves 31/03/2025</b>           |                  |  | <b>3864.90</b> |

a) Consideration of Invoices - payments to be approved.

b) Consideration of Clerk & RFO Financial Statement & proposed budget for Financial Year 2025/26 in order to set Precept for 2025/26. Members reviewed and **Resolved:** to approved the statement and to duly increase the Precept by 3% from £4200.00 to £4,326.00 due to the uncertainty of the level of LCC Highways funding for Grass Cutting support and inflationary pressures. Note: the 2024/25 Council Tax Band D property annual charge is £45.16. Due to an amendment to the 2025/26 Precept calculation the Annual Council Tax charge for a Band D property is projected to be £46.02 which is an increase of £0.86p.

Note: The Financial Statement & Budget is based on the assumption that LCC's Grass Cutting Contribution is equal to the sum received - 2024/25.

### **1224/78 Planning.**

**a) Application S/087/01734/24 - 1 HOLLY COTTAGES, MAIN STREET, HORSINGTON.**

Planning Permission - Construction of vehicular access. Consideration of application. Members Resolved to support the application.

**b) Application S/087/00709/24 WILLOW FARM, HOLMES ROAD, HORSINGTON.**

Planning Permission - Erection of an employee welfare unit. Consultation circulated by email Clerk submitted support letter 13/11/2024.

**b). Application S/087/00859/24 LAND ADJACENT AND NORTH OF WOODLEA**

**KENNELS MOOR LANE, HORSINGTON** Planning Permission - To temporarily site 1no. static caravan on existing farmland (works commenced). 05/06/2024 Re submission - withdrawn application 09/04/2024 ref: S/087/01902/23 LAND ADJACENT AND NORTH OF WOODLEA KENNELS MOOR LANE, HORSINGTON Planning Permission - To temporarily site 1no. static caravan on existing farmland (works commenced). Members confirmed by emails: to continue to support application the justification and need of which; *'is considered to provide a sustainable and highly valued contribution towards the local*

*rural economy and food security'*. Clerk submitted 2nd consultation response 20/06/2024. Awaiting decision.

**1224/79 Update: 1024/61 Chairman's suggestion** as to ideas and potential projects to improve village amenities. - Note circulated on Facebook 5 November 2023 YOUR IDEAS ARE WANTED FOR COMMUNITY PROJECTS AIMED AT ENHANCING AND IMPROVING HORSINGTON'S FACILITIES. (See Virtual Funding Seminar Chairman & Clerk attended on Thursday 2 November, 6-7pm). Matter to be considered further at the next Annual Community meeting scheduled to be convened on Wednesday 13 March 2024. **Update:** This matter was further considered reference Item 0724/45 below.

**1224/80 Update: 1024/62 HPC Vacancies / Co-Option:** Following resignation of Cllr P Reeves and publication of Notice of Vacancy. 1 Cllr vacancy for Co-Option.

**1224/81 Update: 1024/63** Cllr N Elliot raised the potential for safe space for children at the community orchard. Potential feedback. **Update:** Cllr W Gray advised the orchard was planted by Platform Housing & would approach them. Cllr Elliot to continue to progress. Cllr W Gray updated meeting - is awaiting update.

**1224/82 Update: 1024/64 Requests for new items for consideration:**

a) Concerns over dog fouling in the village. Members **Resolved:** for Chairman to prepare a notice for the Clerk to review and then post on the Village Hall Notice board and the Parish Council Notice board. **Update:** Completed. Members discussed this matter and further **Resolved:** to include additional information in the Winter 2024 News Letter.

b) - inaccurate displays and timetables at Lincoln bus station, and departure of services from wrong bays and behind other vehicles, of service 30 to and from Horsington. Members **Resolved:** for Clerk to establish the complaints procedure and draw the matter to the attention of Cllr Bradwell. **Update:** Matter in hand.

c) Provision of warm space - **Update:** '*possible grant funding for village hall*' Cllr Elliott provided further information on funding support provision of a 'warm space' provision in the village hall. Member's **Resolved:** that Cllr Elliot would make further inquiries for further consideration by the Village Hall Committee, as to the practicalities of providing this support; for consideration at the next Parish Council meeting, as it appears any applications for grant funding are to be officially submitted by the Parish Council with the oversight of the Clerk. **Further Report and Update:** from Cllr Elliot & Village Hall Management Committee - are satisfied that following completion of satisfactory due diligence undertaken by the involved parties (with oversight by the Parish Council), whilst the warm space provision has not been provided by the Parish Council or by the Village Hall Management Committee; Members **Resolved:** to also include information of the provision to Horsington residents as an information item in the Winter 2024 news letter.

d) Cllr N Elliot advised meeting on the usefulness of WiFi to be provided in the village hall Update from previous meeting. Members **Resolved** for Cllr Elliot to research further information and any approval to proceed, should not commit either the Parish Council or Village Hall to unfunded annual expenses. Matter being considered by Village Hall Management Committee.

**1224/83 Update: 1024/66** HPC News Letter Winter 2024/25. Chairman has circulated proposed news letter which has been checked by Clerk for final approval, printing & circulation. Members **Resolved** to approve News Letter with additional items as detailed above.

**1224/84 Correspondence.**

None to report.

**1224/85 Minor Items.**

Chairman advised replacement remembrance poppies are required for 2025 & thanks expressed to Susan and Rod Howard for their kind assistance in displaying the poppies throughout Horsington for Remembrance Sunday.

**1224/86 Date of Next Meeting/s Venue Charles Hill Community Hall** Horsington.

12 February 2025. Note: All Parish Council meetings to commence at 7.30pm.

Annual Parish (Community) Meeting 12 March 2025. Commencing at 7.00pm.

Meeting closed at 9.17pm.

**1224/72 Clerk's Report. Appendix A.**

**Ref: 1024/53 - 1223/52 - Highway/Footpath Repairs Pot holes & maintenance - Updates & Actions:**

**1. Flooding/Blocked drain/s** Flooding of at the Bus stop Lay-by appears to have been resolved - & subject to ongoing monitoring. However, there is repetitive flooding on the field side of the bend just before Moor Lane. Residents report that there may-be a blockage beyond the reach of the mobile drain clearance hose which requires further investigation. Matter discussed with Richard Fenwick site visit 20/12/2023. Under review following recent rainfall over winter & spring 2024. Matter appears to have been resolved. Bus stop lay by flooded again after recent rain end Sept. beg Oct.- No apparent flooding since.

**2. Footpath Moor Lane** - Installation of footpath to assist disabled resident. Moor Lane - Horsington Rd junction. Liaising with Cllr Bradwell ongoing.

**1224/76 Update: 1024/57 Traffic Calming measures.**

**a) Traffic Survey (levels & speeds).** Awaiting further information from LRSP & Highways review of the 60 mph limit on all the approaches to Horsington. Received response 19/04/23. Received further response from LRSP 24 July 2023 - Traffic Survey Report B1190 Horncastle Road following additional concerns on this straight stretch of road. Clerk liaising with Cllr Hill to arrange installation of gateways. Attended Lincolnshire Police Parish Council Engagement Session - 27th June 2024. **22/10/2024** Clerk - Cllr Hill & D Annekin met at each gateway location to finalise positions.

**1224/77 Update 1024/58 HPC's Communications & Website.**

a & b) Commenced application process for HPC's official gov.uk domain name/contact email address - to comply with GDPR. Established contact with proposed service provider for costs and procedure - process ongoing reviewed funding options. **HPC Website & Facebook page** updates Ongoing liaison with LALC's new webmaster. HPC facebook updates/information. Posted information re dog fouling on notice board. Received proposed draft of HPC's Winter 2024/25

News Letter & checked and approved. Followed up on complaint re Lincoln Bus Station Cllr Bradwell passed on to Assistant Director LCC Transport.

**Communications.** Circulation of LALC & ELDC messenger Updates. Preparation & circulation of Minutes of Meeting 9 October. Agenda meeting 4 December 2024.

**1224/80 Update: 1024/62 HPC Co-option: 15 May 2024.** Received ELDC letter confirming Co-Option for new vacancy open.  
General Admin - ongoing.

### **Finance:**

1. Issued Cheques & settled invoices/ bank statements reconciliation re: 04/12/2024 Ordinary meeting. Monitoring bank statement October/Nov.
2. Completed & submitted HMRC PAYE Returns Nov/Dec.
3. Preparation of updated Financial Statement for 4 December 2024 meeting & estimated expenditure to year end 31st March 2025. Preparation of Financial Statement & Budget for consideration in order to set Precept for Financial Year 2025/26. Issued cheques for signature. Received Tender for Village Grass cutting 2025/26. Received notification of Precept deadline from ELDC finance. Received 22/10/2024 NALC pay rates award 2024/25 back dated to 1st April 2024.

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END.