

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

Minutes of Ordinary Meeting of Horsington Parish Council on **Wednesday 15 October 2025** commencing 7.30pm at the renamed 'Charles Hill Community Hall' - Horsington.

Those present: Chairman M Beard, Vice Chairman A Garratt, Cllr N Elliot, Cllr J Foster, Cllr R Hill, Cllr W Gray - ELDC & Cllr N Oliver - LCC.

Clerk: Mr M Grosvenor. Plus 3 Residents in attendance.

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**1025/54 Election of Officer to the post of Chairman** - Cllr M Beard was duly Elected as Chairman following the resignation of Cllr C Bates.- Acceptance of Office Completed Signed & Counter signed by Clerk.

**1025/55 Election of Officer to the post of Vice Chairman** - Cllr A Garratt was duly Elected as Vice Chairman - Acceptance of Office Completed Signed & Counter signed by Clerk.

**1025/56 Co-Option of a New Member on to Horsington Parish Council** - following the Resignation of Cllr C Bates. - Cllr J Foster was duly Co-Opted on to Horsington Parish Council. - Acceptance of Office Completed Signed & Counter signed by Clerk. completed and signed.

**Chairman proposed a Minute Silence** in memory of the recent passing of local resident: Philip Hepworth.

**Chairman Proposed a Vote of Thanks** to Cllr Chris Bates MBE who held the post of Chairman since 02 September 2020 and has provided valuable and appreciated service to Horsington Parish Council and the community over these years.

**1025/57 Apologies for absence.**

No apologies received.

**1025/58 Public Participation.**

Remembrance Poppies - hand over and arrangements for the public display of the Poppies in the village for Remembrance Sunday and for November 2025. Cllr A Garratt agreed to take over from Rod & Sue Howard. Poppies stored in the Village Hall.

**1025/59 Declaration of Interest.**

Declaration of Disclosable Pecuniary Interests made by Cllr R Hill in respect of Agenda Item 1025/66a Approval & Payment of Grass Cutting Invoice for 2025.

**1025/60 Minutes of Previous Meeting.**

Minutes of Ordinary Meeting held on 16 July 2025 approved and signed as a true record.

**1025/61 Clerk's Report. See Appendix A.**

**1025/62 Reports from Elected Representatives.**

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

Cllr W Gray ELDC update email circulated to Members plus verbal update to the Meeting.

**b) To receive a report from Cllr Natalie Oliver LCC** ref below:

**1025/63 Update: 0725/40 Highway/Footpath Repairs Pot holes & maintenance - Updates & Actions:**

**1. Footpath Moor Lane** - Installation of footpath to assist disabled resident. Moor Lane - Horsington Rd. Meeting - proposed White line resolution. Members raised safety concerns as this would restrict the width of Moor Lane to vehicle passing both ways. Cllr N Oliver agreed with the concerns raised and will make representation to LCC Highways to initiate these works. 16/07/25 Response received from Cllr Oliver & Members. Clerk submitted the following comment:

Members have consistently been requesting the Installation of footpath to assist disabled resident using their wheelchair, also there are resident children who have to either walk on the side of the road or on the grass verge to board their school buses, along with other walkers to and from the roadside footpaths on Main Street. **15/10/25.** Cllr Oliver has raised this with LCC Highways - little progress - suggested Clerk provide a map of the length of footpath requested.

**2. 0525/14 - Public Participation.**

Concerns raised regarding the deterioration of the single track section of Baumber Road and the lack of substantial repairs and maintenance of this well used access road from the A158 at Baumber to Horsington. Cllr N Oliver noted these concerns and will feed back to LCC Highways. Response received 16/07/25. - **Further update 15/10/25** Patching work due to be completed.

**3. Update: 0525/20 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. Works for resurfacing Main St ongoing. Response received 16/07/25. *"Main Street, Horsington has been accepted into a programme for resurfacing in the financial year 2028/2029. We will continue to maintain the area via FixMyStreet reports and routine inspections until that time"*. Members Resolved for Clerk to submit the following comment: Members of HPC were totally shocked and dismayed at the unacceptable delay in scheduling these works to 2028/2029, especially given that the site visit with Richard Fenwick took place back on **20 December 2023, 19 months ago!!** this is a delay of **5/6** years

**Update: 15 October 2025** - Clerk confirmed following Cllr Oliver's involvement the upgrade works of installation of kerb stones and surface at the bus stop layby in the vicinity of All Saints Church completed by LCC Highways.

**1025/64 Traffic Calming measures proposed for the 3 approaches to Horsington.**

**Update:** Cllr Oliver - Update some measures have been made by LCC Highways - new 30mph road markings at each location adjacent to the new white gateways. Meeting considered further measures - monitoring of speed limits. Cllr Oliver to provide further information.

**1025/65 Update 0725/42 HPC's Communications & Website** - See Clerk report.

**a) GDPR - Horsington PC contact email addresses. Update:** Domain name registered [horsingtonparishcouncil.gov.uk](http://horsingtonparishcouncil.gov.uk) and account formalised at no charge for the 1st year - 2nd year Annual renewal - Invoice issued payment due.

**1025/66** Financial Matters & Financial Statement 15/10/2025.

<b>Description</b>	<b>DR/CR/Ref</b>	<b>Amount £</b>
<b>Bank reconciliation 30/06/2025</b>		<b>6149.56</b>
Invoices/ Payments due 16 July 2025		
Clerk Admin Expenses April/May/June/July 2025.		46.80
Cllr P Bradwell appreciation bouquet.		37.95
18/07/2025 Service Charges		7.25
<b>Sub total</b>		<b>92.00</b>
<b>Balance B/F</b>		<b>6149.56</b>
<b>Bank reconciliation 31/07/2025</b>		<b>6057.56</b>
18/08/25 Service Charges	DR	4.25
<b>Bank reconciliation 31/08/25</b>		<b>6053.31</b>
15/09/25 Service Charges	DR	5.25
<b>Bank rconciliation 30/09/25</b>		<b>6048.06</b>
Payments/Invoices due 15/10/25		
ICO Data Protection Fee £52 less £5.00	DD	47.00
Clerk Admin Expenses Aug/Sept/Oct	DR 449	34.00
R & H Plant Village grass cutting	DR 450	1320.00
Cloud Next Hosting of domain name & email address	DR 451	59.98
<b>Sub Total</b>	DR	<b>1460.98</b>
<b>Balance B/F</b>		<b>6048.06</b>
<b>Balance C/F</b>		<b>4587.08</b>
LCC Grass cutting contribution PO - Invoice Issued.	CR	1127.31
<b>Balance C/F</b>		<b>5714.39</b>

a) Payment of Invoices/payments approved.

b) Note: Preparation of Clerk & RFO Financial Statement & proposed budget for Financial Year 2026/27 in order to set Precept for 2026/27 - consideration of potential costs and expenses for inclusion prior to setting Precept on 3 December 2025.

(Projected Maintenance costs of assets - ref Agenda item **0725/51 Minor Items** -

renovation of bench). **Update:** Cllr A Garratt presented the Meeting with an Asset Audit spreadsheet with a review of potential maintenance required for each asset. Members

**Resolved:** for Clerk & Cllr Garratt to liaise and conduct a site visit along with a contractor to assess & provide a costing for any repairs - renovations required.

c) Note VAT refund claim to be submitted prior to the end of financial year 2025/26.

d) Clerk to arrange of updated Bank Mandate.

**1025/67 Planning.**

**02596/25/FUL Side Farm , Bucknall Road, Horsington.** Planning Permission - Erection of a storage building with workshop. Members **Resolved:** not to object, but raise concerns regarding continued on site development and request further information should be provided by the applicant to establish the need and use of the storage building and workshop. Application Approved 26/08/2025.

**1025/68 HPC Vacancies / Co-Option:** Following resignation of Cllr C Bates Notice of Vacancy posted. ELDC letter confirming Co-Option received 19/08/2025. See updates above.

**1025/69 Update: 0725/46** 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. Cllr Elliot advised contact has been made and matter is in hand.

**1025/70 Update: 0725/47** Provision of warm space Winter 2025/26 - Possible start November 2025 - Feb 2026. re Community Hub and Internet Café at Village hall. Note: this is not a HPC sponsored proposal. - Proposal this item be removed from Minutes.

**1025/71 Update 0725/48 Horsington Annual Parish Meeting 12 March 2025.** Resident highlighted the benefit of attending a LIVES defibrillator training session. **Update:** David Foreman arranged Defib training session on 1 September 2025 -Feed back well attended and event appreciated.

**1025/72 Update 0725/49** Clerk laised with Heart Team - to arrange 'Home Energy Advice and Retrofit Information Clinic' in Horsington. **Update:** Date arranged Saturday 6 September to coincide with Village Hall Coffee Morning - feed back. As above.

**1025/73 Emergency Response Plan** - Update 09/09/25 & Ongoing provision/vacancies. Update: Cllr A Garratt has agreed to take over the lead of the ERP following the resignation of Rod Howard and following update by Clerk & Cllr Oliver to liaise with Kimberley Pickett who is new in post.

**1025/74 Correspondence.**

None to report.

**1025/75 Minor Items.**

None to report.

**1025/76 Date of Next Meeting/s - Venue Charles Hill Community Hall.**

Ordinary Parish Council Meetings; 3 December 2025.11 February 2026.

Parish Council Meetings: All Parish Council Meetings commence at 7.30pm.

Meeting closed at 9.15pm.

Signature: .....

Date: 3 December 2025.

**1025/61 Clerk's Report. Appendix A.**

**Ref: 0225/91 - 1223/52 - Highway/Footpath Repairs Pot holes & maintenance - Updates & Actions:**

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

**1025/64 Update: 0725/41 Traffic Calming measures.**

**Update:** Clerk received Traffic Survey Report B1190 Horncastle Road 24 July 2023. Clerk has responded to unsatisfactory outcome of survey. **Update:** Cllr Bradwell advised will again press for a speed limit reduction to 40mph on each of the 3 approaches to Horsington. Cllr N Oliver to continue to raise this matter with LCC Highways ongoing.

**1025/65 Update 0725/42 HPC's Communications & Website.**

a) Progress on implementation of secure GOV.UK domain name & email contact address. Domain name registered [horsingtonparishcouncil.gov.uk](https://horsingtonparishcouncil.gov.uk) and account formalised at no charge for the 1st year - 2nd year Annual renewal - Invoice issued payment due. Clerk liaising with provider to set up .gov.uk email address for HPC and Cllrs to replace current gmail.com email address. 2nd year Annual renewal of domain name and email support now due 5 December 2025.

**HPC Website & Facebook page** updates Ongoing liaison with LALC's webmaster. HPC facebook updates/information.

**Communications.** Circulation of LALC & ELDC messenger Updates. Preparation & circulation of Draft Minutes of Ordinary Meeting 16 July 2025. Prep & circulation Meeting Agenda 15 October 2025 Liaison with the Heart Team - to arrange 'Home Energy Advice and Retrofit Information Clinic' in Horsington & Sue Howard of Village Hall. **Update:** Date arranged Saturday 6 September to coincide with Village Hall Coffee Morning & liaison with Sue Howard re Defib training on 1st September. Updates from Cllr N Oliver re Highway matters.

**1025/68 HPC Vacancies / Co-Option:** Following resignation of Cllr C Bates Notice of Vacancy posted. ELDC letter confirming Co-Option received 19/08/2025. Liaising with applicant for vacancy & arranging Co-Option at meeting scheduled for 15 October 2025.

**Finance:**

1. Checked payments due & issued cheques & bank statements reconciliation in preparation for 15/10/2025 Ordinary meeting. Monitoring & reconciliation of bank statements July/Aug/Sept 2025
2. Completed & submitted HMRC PAYE Aug/Sept/Oct Returns
3. Received purchase order LCC Grass Cutting contribution 2025/26 issued invoice. Received Invoice for 2025 grass cutting, DD notification ICO & Annual .Gov.UK domain name renewal.
4. Unable to arrange renovation of bench by bus stop layby due to sad passing of Philip Hepworth.

END.