

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

Minutes of Ordinary Meeting of Horsington Parish Council on **Wednesday 3 December 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.

Clerk: Mr M Grosvenor. Plus 1 Resident in attendance & 2 Residents prior to the commencement of the meeting.

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**1225/77 Apologies for absence.**

Receive apologies Cllr N Oliver.

**1225/78 Public Participation.**

Members presented a card and a gift in appreciation of service and contributions to Horsington Parish Council and the Horsington community to Christopher John Bates MBE as Chairman from May 2021 to his retirement in July 2025.

**1225/79 Declaration of Interest.**

No Declarations noted.

**1225/80 Minutes of Previous Meeting.**

Minutes of Ordinary Meeting held on 15 October 2025 approved and signed as a true record.

**1225/81 Clerk's Report. See Appendix A.**

**1225/82 Reports from Elected Representatives.**

**a) To receive a report from Cllr W Gray.** Clerk circulated ELDC update provided by Cllr Gray

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

**1225/83 Update: 1025/63 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. 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*". Monitoring and reporting of deterioration of Main St road surface to continue.

**Email received 30/10/25 Cllr Oliver:** Horsington - Sign Cleaning, Vegetation Removal and Road Markings: **I have received an email from Leila advising that the team have undertaken an amount of sign cleaning, vegetation removal and road markings through Horsington as a result of the preliminary inspection.**

**1225/84 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 information Clerk received details of LRSP Speed watch scheme which involves local residents. Members further considered this matter and **Resolved:** for Clerk to liaise with LCC to relocate the existing *Please Drive Carefully* signage as an additional traffic calming measure.

**1225/85 Update 1025/65 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 paid.

**1225/86 Financial Matters & Financial Statement 03/12/2025.**

<b>Description</b>	<b>DR/CR/Ref</b>	<b>Amount £</b>
<b>Bank reconciliation 30/09/2025</b>		<b>6048.06</b>
Invoices/ Payments due 15/10/ 2025		
ICO Data Protection Annual Fee £52.00 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
October Bank Service Charge	DR	4.25
<b>Sub Total</b>	<b>DR</b>	<b>1465.23</b>
<b>Balance B/F</b>		<b>4582.84</b>
LCC Grass cutting contribution 2025 received	CR	1127.31
<b>Bank Reconciliation 31 October 2025</b>		<b>5710.14</b>
Invoices/Expenses Due 3 December - Clerk expenses	DR 452	38.09
<b>Invoices/ Expenses Due 11 February 2026.</b>		
Village Hall Contribution to Jan 2026 over 50's Dinner	DR	225.00
Village Hall Hire 2025/26	DR	125.00
Clerk 2nd Stage Remuneration	DR	1100.00
Clerk Admin Expenses Estimate Nov/Dec/ Jan/Feb/ March	DR	60.00
Asset Maintenance - Estimate	DR	300.00

Bank Service Charges Nov 2025 - 31 March 2026	DR	50.00
<b>Sub Total</b>	<b>DR</b>	<b>1898.09</b>
<b>Balance B/F</b>		<b>5710.14</b>
		<b>3812.05</b>
VAT Refund - Estimate	CR	258.31
<b>Estimated Reserves 31 March 2026.</b>		<b>4070.36</b>

Financial Statement 03/12/2025 cont/..

- a) Payment of Invoice/payment approved.
- b) Review/Approval of Financial Statement Budget 2026/27 in order to Set Precept for April 2026. Members approved Financial Statement Budget 2026/27 & Set the 2026/27 Precept at £4434.00.
- c) Note: Cllr A Garratt & Clerk conducted a site visit on 04/11/2025 with potential contractor to undertake review of HPC Assets and potential renovation and repair costs. Clerk has included a budget of £300 to the end of March 2026 plus £250 in the Financial Statement 2026/27. Estimate of costs of works received 25/11/2025 to the sum of £700.00. Members **Resolved:** to approve works. Cllr W Gray confirmed that an allocation from his ELDC grant funding would be awarded as a contribution towards the cost of the approved works. Members duly thanked Cllr Gray.
- d) Note VAT refund claim to be submitted prior to the end of financial year 2025/26.
- e) Revised Bank Mandate requires completion - approved and in hand.

**1225/87 Planning.**

No applications pending.

**1225/88 Update: 1025/69** 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 updated meeting has been in contact and confirmed is in discussion for the installation of seating, raised beds subject to consultation possibly during Feb 2026 & confirmed approaches to YMCA.

**1225/89 Horsington Annual Parish Meeting 11 March 2026.** Cllr A Garratt reference potential Horsington Community Vision/ Plan. Cllr Garratt provided further information and proposed presentation at this meeting. Members considered potential guest speakers. Clerk to confirm and arrange.

**1225/90 Update: 1025/73 Emergency Response Plan - 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. Matter in hand.

**1225/91 Correspondence.**

None of note.

**1225/92 Minor Items.**

None raised.

**1225/93 Date of Next Meeting/s - Venue Charles Hill Community Hall.**

Ordinary Parish Council Meetings; 11 February 2026.

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

Horsington Annual Parish Meeting 11 March 2026.

Meeting closed at 9.10pm.

## **1225/81 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.

**Email received 30/10/25 Cllr Oliver** Horsington - Sign Cleaning, Vegetation Removal and Road Update from LCC Highways advising that the team have undertaken an amount of sign cleaning, vegetation removal and road markings through Horsington as a result of the preliminary inspection.

Highways Officer has advised that the results look good, but would like to hear feedback from the Parish council, before establishing the next steps, if required.

**Grit bins - Horsington** 20/10/25. Email Cllr Oliver Further to our discussion about grit bin provision at Horsington, Network Resilience are going to make contact with you to discuss requirements and if any suitable location for a grit bin can be agreed. **Clerk** has liaised with contact who has agreed the installation of a Grit Bin on Moor Lane in the vicinity of Charles Hill Business premises.

Liaison with Cllr Garratt & contractor re - Site visit 4 November 2025 review of Assets.

### **1225/84 Update: 1025/64 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 response re traffic monitoring.

### **1225/85 Update 1025/65 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.

**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 Minutes of Ordinary Meeting 15 October 2025. Prep & circulation Meeting Agenda 03 December 2025.

**1025/68 HPC Vacancies / Co-Option:** Update: Following Election of Cllr M Beard as Chairman & Cllr A Garratt as Vice Chair, updated ELDC & HPC Website. Notified ELDC of Co-Option of Cllr J Foster. Booked Chairman & Vice Chairman on training event. To confirm date for Cllr J Foster's training.

**Finance:**

1. Checked payments due & issued cheques & bank statements reconciliation in preparation for 03/12/2025 Ordinary meeting. Monitoring & reconciliation of bank statements October 2025
2. Completed & submitted HMRC PAYE Nov Return.
3. Prepared & issued Financial Statement/ Budget 2026/27 for approval and to Set the Pecept for the next Financial Yr commencing 1st April 2026.
4. Estimate for HPC Asset renovation & maintenance received 25/11/2025.

END.