

**NOTICE IS HEREBY GIVEN, and Members are summoned to attend** the meeting of South Kyme Parish Council to be held at the Coronation Hall, High Street, South Kyme on **Thursday 17<sup>th</sup> July 2025 at 7.30 p.m.**

**Prior to the commencement of the meeting there will be a public forum for a maximum of 15 minutes when members of the public may ask questions or make short statements to the Council.**

*James Nadin*

J Nadin  
Parish Clerk

**A G E N D A**

26. Apologies for Absence.

To receive and accept apologies where valid reasons for absence have been given to the Parish Clerk prior to the meeting.

27. To receive declarations of interest under the Localism Act 2011 – being any pecuniary or non-pecuniary interest in agenda items not previously recorded on Members' Register of Interests.
28. To approve as correct records the Minutes of the Previous Parish Council meetings held on 22<sup>nd</sup> May 2025 and 26<sup>th</sup> June 2025, and to authorise the Chair to sign the official minutes.
29. To receive **brief reports** from Cllrs, the Parish Clerk, representatives of the council and of outside bodies (tabled):

<b>Representative</b>	<b>Body</b>	<b>Description</b>
Cllr D East	LCC	LCC update
Cllr M Head	NKDC	NKDC update
Parish Clerk*	SKPC	Update on correspondence sent and received
Parish Clerk*	SKPC	Outstanding Resolutions
Cllr T Kerr*	SKPC RFO	Update on RFO issues
Cllr J Nadin*	SK Community Speed Watch	Community Speed Watch (CSW) Update
Mr A Chapman*	SKPC IT Manager	Update on IT issues

30. To review, update and approve the following Policies:
- a) Data Breach Policy (NEW).
  - b) Financial Regulations (to include debit card spend limitations).
31. To discuss the allocation of funding for:

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\* Standing agenda reports.

- a) The purchase of low cost accounting software for the RFO.
  - b) The purchase of Christmas Tree Lights and other Village Christmas Decorations.
- 32. To discuss and agree the use or disposal of the Excess Material from the Canoe Platform.
  - 33. To discuss and agree the disposal of the jointly owned Speed Indicator Device (SID).
  - 34. To discuss and agree actions relating to the Grant Fund and the Grant Fund Policy.
  - 35. To receive an update on the purchase of the mower skirts.
  - 36. To discuss and agree actions relating to the upkeep of the biodiversity area.
  - 37. To discuss and agree actions relating to residents parking around the Slea monument area.
  - 38. To present the Budget Monitoring Report and approve the Bank Reconciliation for the current financial period.
  - 39. To authorise the signing of Accounts for Payment for the current financial period.
  - 40. To receive any further reports from Councillors.
  - 41. To note further agenda items and arrangements for the next meeting (25<sup>th</sup> September 2025).

**SOUTH KYME PARISH COUNCIL**  
**MINUTES OF A MEETING OF THE PARISH COUNCIL**  
**Held on 17<sup>th</sup> July 2025**

**Present:** Cllr C Chapman (Chair)  
 Cllrs D Casswell S Glossop  
 P Goode T Kerr (RFO)  
 C Midgley

**Absent:** Cllr J Nadin

**In attendance:** Cllrs D East (LCC) M Head (NKDC)  
 Mr A Chapman (Acting Clerk/IT Manager)

**Also present:** 1 member of the public

The Chair welcomed all present to the meeting, particularly welcoming the LCC and NKDC councillors, and opened the public session for comment.

A member of the public asked whether the excess materials from the construction of the canoe platform had been offered back to the Canoe Foundation or whether another organisation could make use of the materials. The Chair advised that most of these avenues had already been exhausted and that the Council now needed to decide at this meeting other disposal options.

The meeting commenced at 7.31 p.m.

26. **Apologies For Absence.**

The meeting was advised that apologies with valid reasons for absence had been received from Cllr J Nadin.

It was proposed, seconded and

**Resolved:** That apologies, be noted with valid reasons for absence, be accepted from Cllr J Nadin.

27. **To Receive Declarations Of Interest Under The Localism Act 2011.**

There were no declarations of interest.

28. **To Approve As Correct Records The Minutes Of The Previous Council Meetings And To Authorise The Chair To Sign The Official Minutes.**

The minutes from the meetings held on 22<sup>nd</sup> May 2025 and 26<sup>th</sup> June 2025 were approved as a correct record of the previous meetings.

It was proposed, seconded and

**Resolved:** That the Chair be authorised to sign the official minutes for the 22<sup>nd</sup> May 2025 and 26<sup>th</sup> June 2025.

29. **To Receive Brief Reports As Tabled:**

Cllr D East (LCC) updated the meeting on County Council issues. He stated that the National Grid Consultation was ongoing but that most councils and residents favoured underground options rather than pylons. He also advised that LCC had said no to nuclear waste proposals in our region. He stated that he was taking forward the issue of the fast broadband roll-out in the parish by Quickline; residents were finding issues with trying to sign up and that the infrastructure build appeared to be

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incomplete. He also gave an update on the Lincolnshire Reservoir proposal and highlighted some of the pro's and con's of the project.

The Chair asked Cllr East whether he could assist with the removal of the abandoned vehicle near the Slea Monument. There was a brief discussion on land ownership and as the land currently belonged to LCC, he advised that he would write to the resident responsible for the vehicle; he also stated that the PC could ask LCC to gift the land to the parish so that it could then manage the land in the future. It was agreed that the Clerk should write to LCC making this request.

Cllr M Head (NKDC) updated the meeting on District Council issues. He stated that a grant of up to £500 was available to organisations towards VJ (Victory in Japan) Day events but that applications would need to be submitted by 21<sup>st</sup> July. He also updated the meeting on the roll-out of food waste caddies which should occur in Feb 2026; the Chair advised that she had arranged for a NKDC representative to present information and be available to answer questions on this subject at a future Café Kyme event. Cllr Head also asked whether the parish would be interested in expanding the annual walking festival in the parish to take place monthly. He stated that volunteers would be required to run the events, but that these would promote health and wellbeing in the area. It was agreed to discuss this at the next meeting.

The Clerk gave an update on correspondence sent and received. He advised that the Coronation Hall had now received a quote for the replacement of the damaged Christmas tree cable. This would be discussed at item 31b. The Lincs Reservoir Project Team had also offered to brief cllrs on the project and answer any questions they may have on it. The Clerk advised that he had arranged for the brief to take place prior to the next meeting at 6pm on 25<sup>th</sup> Sep 25.

The Clerk noted the following outstanding resolutions:

a. The purchase of Flymo Skirts

That a sum not to exceed £200 be used to purchase two new Flymo Skirts. This would be discussed at item 35.

b. That the RFO Source an 8ft Oak Tree Up To A Value Of £300.

It was discussed that the oak tree should be planted in the Autumn, after the warmer, drier weather. It would be purchased closer to that time and the RFO would source a supplier.

The RFO stated that he had no specific financial issues. However, the Chair advised that LALC had advised her at the Lincolnshire Show that it was a requirement to have a non-cllr RFO except in exceptional circumstances. It was agreed that the RFO post should be advertised as a vacancy, but that Cllr Kerr should continue in the role until someone else could be found.

The IT Manager updated the meeting on IT issues. He advised the meeting that, for LALC best practise, the Clerk and cllr email addresses should be from a gov.uk domain. He had therefore accepted an offer of a free Clerk email address from Parish Online, but that should the council wish to transition to full cllr gov.uk email addresses, this would cost around £260.

30. To Review, Update And Approve The Following Policies.

Data Breach Policy (NEW).

Financial Regulations (to include debit card spend limitations).

Having reviewed the above policies it was agreed that the updated policies be adopted with the amendments as tabled.

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It was proposed, seconded and

**Resolved:** That the new Data Breach Policy and the amended Financial Regulations, all be adopted as policy.

31. **To Discuss The Allocation Of Funding For:**

a. **The Purchase Of Low-Cost Accounting Software For The RFO.**

The meeting discussed the software, that had been advised by LALC, to enable the RFO to more easily maintain the accounts.

It was proposed, seconded and

**Resolved:** That a sum not to exceed £100 be used to purchase the low-cost accounting software.

b. **The Purchase Of Christmas Tree Lights And Other Village Christmas Decorations.**

The meeting discussed the cost of Christmas lights and decorations, including the repair of the cable for the tree lights at the Coronation Hall. It was agreed that the council would continue to purchase a tree, replace the Christmas tree lights and make an offer to share the cost of the cable repairs. The Chair agreed to get quotes for commercial grade tree lights and some decorations suitable for placing along the boat platforms. Cllr Midgley agreed to approach Mr Doug Maplethorpe reference sourcing a tree for this year. It was agreed that the Council would contribute up to 50% (£110) towards the cost of the Christmas tree cable repair.

It was proposed, seconded and

**Resolved:** That a sum of up to £110 be used to contribute towards the repair of the Christmas tree cable at the Coronation Hall.

32. **To Discuss And Agree The Use Or Disposal Of The Excess Material From The Canoe Platform.**

As there were no forthcoming takers of the excess material from the canoe platform construction, its disposal was discussed. It was agreed that the Clerk should do a stock check of the remaining items and these should then be advertised on social media for purchase.

It was proposed, seconded and

**Resolved:** That if no good cause organisation could be found that the excess canoe platform materials would be sold through social media.

33. **To Discuss And Agree The Disposal Of The Jointly Owned Speed Indicator Device (SID).**

The jointly owned SID was currently listed in the Asset Register as worth approximately £400 to the parish. Although it was currently unreliable this was put down to the constant moving between locations and with the purchase of a new SID it was felt that the old one could be disposed of. It was discussed that the item should not be relinquished without recompense as it still held intrinsic value. It was agreed that the Clerk should write to North Kyme PC asking for a contribution before the ownership be transferred to them.

It was proposed, seconded and

**Resolved:** That the Clerk write to North Kyme PC requesting a contribution towards the transfer of ownership, of the shared SID, to North Kyme.

34. **To Discuss And Agree Actions Relating To The Grant Fund And The Grant Fund Policy.**

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There was a discussion on the utility of the Grants Policy. It was agreed that it was unnecessary to set criteria on the granting of funds if the council wished to donate towards a good cause or a just request for funding. It was therefore agreed that the sum of £500 be placed in a reserve fund for supporting local good causes and that the Grant Policy be revoked.

It was proposed, seconded and

**Resolved:** That the sum of £500 be placed in a reserve fund for supporting local good causes and that the Grant Policy be revoked.

35. **To Receive An Update On The Purchase Of The Mower Skirts.**

Cllr Midgley advised that he had still been unable to source an appropriate Flymo skirt and that they may no longer be available. Cllr Goode stated that he would also attempt to source the skirts.

36. **To Discuss And Agree Actions Relating To The Upkeep Of The Biodiversity Area.**

There was a discussion on whether the Biodiversity Group were fulfilling their remit of managing the Biodiversity area, as agreed when they were granted permission to utilise the area. It was agreed that there was little or no management of the area up to this point and that leaving the area to wilding or to become a natural state was not what the council had agreed to. There had been numerous comments that the area appeared to not be in keeping with the rest of the village. It was agreed that the Clerk would ask the Chair of the Biodiversity Group to attend the next meeting and to explain their intentions for the area.

It was proposed, seconded and

**Resolved:** That the Clerk would ask the Chair of the Biodiversity Group to attend the next meeting and to explain their intentions for the area.

37. **To Discuss And Agree Actions Relating To Residents Parking Around The Slea Monument Area.**

The parking of resident's vehicles in the area of the Slea Monument was seen as being counter to using the area for visitors and for access to the river for social activities. It was agreed that the council could manage the area if it were to be the landowner, so this would benefit from the request to LCC for ownership of this parcel of land.

It was proposed, seconded and

**Resolved:** That the Clerk should write to LCC requesting the transfer of ownership of the land around the Slea Monument.

38. **To Present The Budget Monitoring Report And Approve The Bank Reconciliation For The Current Financial Period.**

The bank reconciliation for the financial period to date was presented by the RFO.

It was proposed, seconded and

**Resolved:** That the Budget Monitoring Report and Bank Reconciliation for the financial period to date be approved and accepted.

39. **To Authorise The Signing Of Accounts For Payment For The Current Financial Period.**

The accounts for the current financial period were presented to be authorised for payment.

It was proposed, seconded and

**Resolved:** That the accounts for the current financial period be authorised for signature by the Chair.

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40. **To Receive Any Further Reports From Councillors.**

Cllr Chapman gave an update on her attendance at the Town and Parish Council Forum and the LALC Annual Conference. She also stated that she and Cllr Glossop had met with the new Chair of the SK Golf Club to discuss the children's play area and that due to failures in process at the club, the area had been withdrawn at this time. She had also contacted LCC (Highways) to discuss the repair or upgrade of the footpath from Coy bridge to Church Bridge, however there was no financial support available and they had suggested that the path was not suitable for upgrade.

Cllr Midgley voiced concerns about the new multi-purpose rubbish and poo bins. There was a discussion on where dog owners should place waste if the bins became full due to social activity, for example alongside the boat platforms. It was agreed that this should be monitored to see if this was a long-term issue.

41. **To Note Further Agenda Items And Arrangements For The Next Meeting (25<sup>th</sup> September 2025).**

The following items were requested to be added to the agenda for the next meeting, to discuss:

Funding of Christmas tree lights and decorations.

The purchase of a further waste bin to be sited near the church.

Expanding the Annual Walking Festival to become a monthly event.

Biodiversity Group update on the use of the Biodiversity Area.

The meeting closed at 9.30 pm.

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