

SOUTH KYME PARISH COUNCIL
MINUTES OF A MEETING OF THE PARISH COUNCIL
Held on 19th March 2026

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

Absent: None

In attendance: Cllr D East (LCC)
Carolyn Barber Clerk & RFO
Mr A Chapman IT Manager.

Also present: 1 member of the public

The Chair welcomed all present to the meeting and proceeded to open the public forum.

A resident complained about the number of potholes and subsidence on particularly Clay Bank/B1395 leading down to the A17. Vehicles were travelling in the middle of the road to avoid the potholes and this would lead to accidents. The Chair asked the Clerk to write to Lincolnshire County Council (LCC) Highways regarding these. The Chair agreed to report the worst issues on FixMyStreet.

The meeting commenced at 7.30 p.m.

99. **Apologies For Absence.**

There were no apologies

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

There were no declarations of interest.

101. **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 15th January and the Minutes of the Extraordinary Meeting held on 10th February 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 15th January 2026 and the 10th February 2026.

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

a. **Cllr East gave an update on LCC issues.**

- i. The Councillor Volunteer service remains available to Parish Councils for a range of projects. Members discussed the white fence running along the High Street

which needs repainting. Cllr East suggested contacting LCC Highways in the first instance. It was agreed that the Clerk would write to LCC Highways making this request.

- ii. From April each parish will have access to £200 that can be used for a variety of improvement projects. Any proposals must be submitted in writing.
- iii. The footpath outside 1 Claybank was discussed, as it requires a safety barrier as there was a risk of falling off the pavement into a gap of less than 0.5m. Concerns were also raised about the crumbling retaining bricks. Cllr East suggested that the issue be submitted to LCC. It was agreed that the Clerk would write to LCC Highways making this request.

b. Cllr Head was not in attendance.

c. The Clerk gave an update on correspondence sent and received.

- i. An email had been received from the British Heart Foundation regarding a Defibrillator maintenance check, this will be undertaken by the Clerk and a response provided to the British Heart Foundation.
- ii. An email from the LCC had been received regarding the Grass Cutting.
- iii. An email from Sarah Murden requesting that the garden tool shed is painted.

No correspondence had been sent.

d. The Clerk noted the following outstanding resolutions.

- i. That if no good cause organisation could be found that the excess canoe platform materials would be sold through social media. An inventory of materials had been made and passed to Anwick PC. Cllr Head had stated that he would hope to have a response shortly.
- ii. That the Clerk should write to LCC regarding the transfer of ownership of the land around the Sleaford Navigation Monument as nothing had been received back from LCC.
- iii. That the Clerk would write to LCC (Highways) to chase up a response to the email concerning the feasibility of introducing road narrowing's and the potential for a weight restriction (except for access).

e. The RFO gave an update on financial issues.

- i. The RFO provided an update on the handover to the Clerk, he highlighted that the bank has still not added the new Clerk to the bank account. The Chair agreed to chase the bank.
- ii. He also stated that once the precept had been received, he intended to transfer any remaining year-end balance from the current account into the savings account.

f. The IT Manager gave an update on IT issues.

- i. The IT Manager stated there were currently no outstanding IT issues.
- ii. The IT Manager offered his resignation now that a professional Clerk was in post. The Chair accepted his resignation.

103. **To Review, Update And Approve The Following Policies.**

Biodiversity Action Plan

Data Protection

Freedom of Information
Training and Development

Having reviewed the above policies it was agreed that the new policies be adopted with the amendments as tabled. It was agreed that the Biodiversity Action Plan was reworded at section 3 in that it would read 'This land will be managed by the Parish Council in conjunction with the South Kyme Community Biodiversity Group and influenced where appropriate by the Parish Meeting.'

It was proposed, seconded and

Resolved: That the amended Biodiversity Action Plan, Data Protection, Freedom of Information, and Training and Development be adopted as policy.

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

a. The LALC membership annual subscription and LALC Annual Training Scheme.

The LALC annual subscription and training scheme were discussed, and it was agreed that the Council would benefit from membership.

It was proposed, seconded and

Resolved: That the Clerk pay the subscriptions for the LALC membership and the Annual Training Scheme.

b. Certificate in Local Council Administration (CiLCA) course for the Clerk.

It was agreed that both the Council and the Clerk would benefit from the Clerk taking this qualification.

It was proposed, seconded and

Resolved: That the CiLCA Course for the Clerk to be split three ways and not to exceed £500.

c. Society of Local Council Clerks (SLCC) subscription for the Clerk to be shared with North Kyme.

It was discussed and agreed the Clerk would benefit from membership of this professional body. As the Clerk also supported North Kyme Parish Council, it was agreed that the cost be shared.

It was proposed, seconded and

Resolved: That the cost of SLCC subscription would be shared with North Kyme. The cost to South Kyme would be £58.

d. Mobile Telephone Contract for Clerk.

It was discussed and agreed that the Clerk would need a telephone to undertake her role. As the telephone was shared with North Kyme it was agreed to share the cost of a SIM only option.

It was proposed, seconded and

Resolved: That the cost the mobile telephone contract would be shared equally with North Kyme and be claimed through expenses.

- e. Some Lever Arch folders and other stationery items for the Clerk.

It was agreed that these items would each have a value of less than £50. Under delegated authority, and in accordance with the Council's Financial Regulations, the Clerk could purchase any items below £50 excluding VAT.

105. **To Discuss And Agree Actions Relating To Vehicles Parking On The Monument Grass Areas.**

The Council discussed the grassed area by the Sleaford Navigation Monument. It was decided to await a response from LCC on the ownership of this land.

106. **To Discuss And Agree Actions Relating The Fishermen Cutting Into And Damaging The Riverbanks**

The issue of fishermen cutting into and damaging the riverbanks had been discussed at the Kyme Eau Working Group, but no practical solution was identified, and the group advised that fishermen should not be approached directly. Cllr Good agreed to contact the EA Fisheries team on behalf of the Council to explore a way forward.

It was proposed, seconded and

Resolved: That Cllr Good would approach the EA Fisheries team to explore a way forward.

107. **To Discuss And Agree Actions Relating To Moving Council Reserves To A High Interest Account.**

Cllr Kerr suggested that Council could transfer £15,000 into a high interest account and still leave sufficient monies in the current account. Various high interest bank accounts were discussed.

It was proposed, seconded and

Resolved: That £15,000 be transferred in Hinckley and Rugby Building Society.

108. **To Discuss And Agree Actions Relating To Maintaining The Wooden Footpath Signs Within The Parish**

The wooden footpath signs were discussed. The Council felt that they would benefit from cleaning and sanding, after which further consideration could be given to their ongoing maintenance.

It was proposed, seconded and

Resolved: That Cllr Midgely would organise the cleaning and sanding of one of the wooden footpath signs through the Village Tidy Group.

109. **To Discuss And Agree Actions Relations To Dog Fouling In The Parish.**

The issue of dog fouling on footpaths, and ways to reduce it were discussed. This is an issue on the riverbank especially as the Easter Egg Hunt scheduled to take place on Easter Sunday. The Chair agreed to highlight the issue in the spring edition of the Parish Newsletter. The Clerk was also asked to investigate whether it would be possible to offer a reward to anyone providing sufficient information on incidents of illegal dog fouling that leads to a successful prosecution.

It was proposed, seconded and

Resolved: The Clerk would purchase dog-waste bag dispensers for each of the three riverside bins.

110. **To Discuss And Agree Actions Relating To Councillors Requiring Gov.Uk Email Addresses.**

Cllrs discussed the requirement of Gov.UK email addresses and the cost involved in setting the emails up.

It was proposed, seconded and

Resolved: that Gov.UK email addresses would be adopted when it became mandatory.

111. **To Discuss And Agree Actions Relating To The Latest Kyme Eau Working Group.**

The Chair provided a summary of the latest minutes of the Kyme Eau Working Group dated 17 March 2026.

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

Only the Bank Reconciliation Statement for the financial period to date was presented by the Clerk.

It was proposed, seconded and

Resolved: That the Bank Reconciliation Statement for the current financial period be approved and authorised for signature by the Chair.

113. **The 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.

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

- a. Cllr Chapman identified that an application under Class Q of the Town and Country Planning Order had been received by the Clerk for new housing at Fenmore Farm Cow Drove, which she had distributed to Cllrs. The Application was received too late to be added to the agenda, therefore the Clerk would investigate whether a separate Extraordinary meeting was required. The application was discussed at length as it was in a Flood Risk Zones 2 and 3, access and utilities were understood to be an issue by some current residents, and it was 1.5 miles away from the centre of the village.

It was agreed that the Clerk would submit the following comment to the Planning Authority: The Council expressed concern about access to the proposed site. Access is via a single-track road with no passing places, and there is also a 90-degree blind bend that significantly increases the risk of vehicle collisions.'

- b. Cllr Chapman provided feedback on the Town and Council Parish Meeting on 17 March 2026 and identified that the Lincolnshire Resilience Forum were making available a free emergency starter kits. It was agreed that the Clerk would write to the Resilience Forum enquiring how to obtain an emergency starter kit.
- c. The John Casswell Good Citizen Award was discussed, and it was agreed that Cllr Chapman purchase a trophy and arrange the engraving on the shield. A meeting would be arranged to identify who the winner would be.
- d. Cllr Goode brought up the issue of parking close to Coy's Bridge. Vehicles parking on the road or pavement either side of the bridge were causing a danger to other motorists and pedestrians due to reduced visibility. Concerns were raised that emergency vehicles would not be able to get through. It was agreed that the Clerk would write to LCC enquiring whether double yellow lines be marked on the road either side of Coy's bridge.

115. **To Note Further Agenda Items And Arrangements For The Next Meeting (21st May 2026)**

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

Improvements to the tool storage container and its funding.
Maintenance of wooden footpath signs.
Prevention of damage to the riverbanks by fisherman.
The possibility of starting Parish Council Meetings earlier.
Whether the village requires road lighting improvements.

The Meeting closed at 9.30 pm