SOUTH KYME PARISH COUNCIL

MINUTES OF A MEETING OF THE PARISH COUNCIL
Held on 16th July 2026

Present:	Cllr	C Midgley (Chair)	
	Cllrs	S Glossop	P Goode
Absent:	Cllrs	D Casswell	T Kerr
In attendance:	Cllr D East (LCC)		Mr A Chapman (Clerk/RFO)
Also present:	**5** members of the public		

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

A resident raised concerns about the quality of the weed cutting in the river and that contractors had been dumping the weeds on private riverbanks. The Chair advised that this would be discussed further at item 61.

Residents who live outside the village just north of the 30mph signage, gave evidence in support of the proposed additional speed limit to be discussed at item 59. They highlighted the poor view from property accesses, the number of animals killed on the road in that area, previous actual and near accidents on that stretch of road, and the excessive speed by many drivers as they pass through it. The Chair thanked them for their support and encouraged residents to use Fix My Street to request hedges to be cut back as they were encroaching the highway and making views even more difficult.

The Chair of the South Kyme Women's Institute requested that a member of the Council attend a 'wash-up' meeting for the recently held Spring Fayre. She stated that the meeting would be held on Wed 22nd July 2026 in the Coronation Hall. Cllr Glossop agreed to attend the meeting to represent the Council.

The meeting commenced at 7.00 p.m.

43. **Apologies For Absence.**

The meeting was advised that apologies with valid reasons for absence had been received from Cllrs D Casswell and T Kerr.

It was proposed, seconded and
Resolved: That apologies, be noted with valid reasons for absence, be accepted from Cllr D Casswell and T Kerr.

The meeting was also advised that Cllr M Head (NKDC) had apologised for being unable to attend the meeting.

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

There were no declarations of interest.

45. **To Approve As Correct Records The Minutes Of The Previous Parish Council Meeting Held On 21st May 2026 And Of The Extraordinary Meeting Held On 29th June 2026, And To Authorise The Chair To Sign The Official Minutes.**

The minutes from the meetings held on 21st May 2026 and 29th June 2026 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 meetings held on 21st May 2026 and 29th June 2026.

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

a. Cllr D East (LCC) Gave An Update On County Council Issues.

i. He advised that a decision had been made on the structure of the new Unitary Authority. He gave a quick precis of how the county had been restructured and advised that shadow elections would take place in 2027 with the authorities coming into place in 2028.
ii. He also described the Councillor Community Grant Fund from LCC, explaining that grants were available at two tiers. Smaller Divisional Grants were available up to £3,000 and Strategic Grants up to £15,000.

b. The Clerk Gave An Update On Correspondence Sent And Received:

i. LCC had advised that the land surrounding the Slea Nav Monument was considered 'Highway' and that the land could therefore not be transferred to the Parish Council.
ii. A member of the public had requested whether a road safety mirror and concealed exit signage could be placed at School Corner. This would be discussed at Item 60.
iii. The Lincs Reservoir project team had given an update on where they were going to source water from for the reservoir. It was now to be taken by pipeline from the Witham, meaning that they no longer planned to use the South Forty Foot Drain.
iv. LCC(Highways) had requested evidence of vehicles parking on Coy Bridge approaches before making a decision on the painting of yellow lines. The Chair asked that people should watch for opportunities to take photographs when fishermen/river users returned.
v. LCC(Highways) had written to say that wider lens optics and higher wattage LEDs could resolve the lighting on High Street issue. The Clerk was asked to write to LCC requesting the new lenses and higher wattage LED's.
vi. A letter had been submitted by a resident in support of the additional speed limit being discussed at Item 59.
vii. A resident had written to the Council raising concerns about noise and anti-social behaviour from users of the river who parked at the Slea Nav Monument area. This was discussed however the following was noted and the Clerk asked to respond to the resident accordingly:
   - Noise issues were the responsibility of NKDC and complaints should be directed to them.
   - Anti-social behaviour was the responsibility of the Police and complaints needed to be made to them.
   - Nighttime quiet hours are considered from 11pm to 7am.
   - As this land is now considered Highway (item 46.b.i) and not in the Councils ownership it would be inappropriate for the Parish Council to put up signage.

c. The Clerk noted the following outstanding resolutions:

i. Excess Canoe Platform Materials To Be Sold Through Social Media. The Clerk advised that although the excess materials were being advertised, there had so far been no offers to purchase them.
ii. That A Sum Not To Exceed £100 Be Allocated To Purchase Paint To Maintain The Storage Container. The Chair advised that the painting would be carried out when the storage container was refurbished and after further discussion at item 50.

d. The Clerk updated the meeting on Clerk/RFO issues.

i. The Clerk explained that a re-declaration had been made, now that the Council had paid staff, to the Pensions Regulator. This stated that no staff fell within the automatic qualification for the Council to provide a pension. The Clerk had also waived his right to apply for a pension.
ii. The Clerk advised that he now had full access to all bank accounts and that the sum of £15,000 had been transferred to the Building Society Account.
iii. The Clerk stated that he had attended the Parish and Town Council Forum at NKDC on 30th Jun 2026.

47. **To Discuss And Approve Proposed Amendments To The Financial Regulations (6.1) With Respect To The Management Of Council Bank Accounts.**

Further to the opening of the Building Society account, amendments had been made to the Financial Regulations to reflect this. It was also necessary to agree how funds would be allocated to these accounts. The following amendments were agreed:

The council will utilise the following accounts:

- NatWest Current account: to hold the annual expenditure and for payments made throughout the financial year.
- NatWest Reserve account: to hold Cash Reserves that may reasonably be expected to be used during the financial year other than General Reserves.
- Hinckley and Rugby 90 Day account: to hold General Reserves.

The distribution of funds should be discussed at budget setting and approved by the council. Sums should be transferred annually before the commencement of the new financial year, unless expenditure necessitates a further transfer within the financial year and this should be approved by the council.

It was proposed, seconded and
Resolved: That the proposed amendments above be incorporated into Section 6.1 of the Financial Regulations.

48. **To Discuss Accident Report 2026-01 And The Proposal To Introduce An Accident Reporting Policy And Procedure**

An incident had occurred during a Village Tidy Group (VTG) session resulting in a member of the public having received a small injury to their left arm. The VTG member had been reminded of safety protocols and the need to be vigilant when operating around members of the public. A report had been completed and placed on file. As a consequence of this incident the Council agreed that an Accident Reporting Policy and Procedure should be adopted. A proposed policy complete with Accident Reporting Form was presented by the Clerk. It was agreed that the new policy be adopted.

It was proposed, seconded and
Resolved: That the Accident Reporting Policy and Procedure be adopted as policy.

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

a. Equality and Diversity

b. NEW Bereavement

c. NEW Whistleblowing

d. NEW Sickness Absence

e. NEW Health and Safety

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

It was proposed, seconded and
Resolved: That the amended Equality and Diversity, and new Bereavement, Whistleblowing, Sickness Absence and, Health and Safety Policies all be adopted as policy.

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

e. The Proposed Organisational Changes And Improvements To The Councils Tool Storage Container.

It was discussed that the storage container required maintaining and improving. Shelves were proposed and some work to reduce the amount of condensation that could degrade the machinery and tents stored in the container. It was agreed that a sum not to exceed £600 be allocated to the maintenance and upgrade work, with the actual project work required being discussed at the next VTG session.

It was proposed, seconded and
Resolved: That a sum not to exceed £600 be allocated to the maintenance and upgrade of the Councils Tool Storage Container.

51. **To Authorise The Signing Of Accounts For Payment For The Current Financial Period, Including Any Approved Payments Authorised By The Clerk Under Delegated Authority.**

The accounts for the current financial period were presented to be authorised for payment. Under delegated authority the Clerk had authorised a payment for VTG fuel and flowers for the village planters.

It was proposed, seconded and
Resolved: That the accounts for the current financial period be authorised for signature by the Chair.

52. **To Present The Verified Bank Reconciliation And Bank Statements For The Current Financial Period (In Accordance With Financial Regulation 2.6).**

The verified bank reconciliation and signed statements for the financial period to date were presented by the RFO.

It was proposed, seconded and
Resolved: That the Bank Reconciliation and Financial Statements for the financial period to date be approved and accepted.

53. **To Present The Budget Monitoring Report For The Current Financial Period.**

The Budget Monitoring Report was presented by the RFO.

It was proposed, seconded and
Resolved: That the Budget Monitoring Report be approved and accepted.

54. **To Discuss And Agree Actions Relating To The Cost And Billing Of The South Kyme Church For Mowing The Churchyard.**

It was discussed that the church was currently struggling financially and had a dwindling congregation. It was therefore agreed that as it was already a relatively small sum of money, the churchyard grass would be cut for free. The Clerk was to write to advise the churchwarden of the decision.

It was proposed, seconded and
<u>Resolved:</u> That the churchyard grass be maintained for free.

55. **<u>To Discuss And Agree Actions Relating To The Spending Of The Allocated Community Infrastructure Levy.</u>**

As there were two absent councillors it was agreed that this item be presented at the next meeting.

56. **<u>To Review And Agree The Updated Asset Register.</u>**

The Clerk presented the updated Asset Register and advised the meeting that a safety check had been carried out of all assets on 13th Jun 2026.

It was proposed, seconded and
<u>Resolved:</u> That the Asset Register be recorded as a true record of current assets.

57. **<u>To Discuss Retrospectively, The Actions Relating To Planning Application 26/0624/FUL, Fenmore Farm, Cow Drove, South Kyme.</u>**

The Clerk advised that this planning application had been responded to in accordance with cllrs wishes by the appropriate deadline. The application had been supported by the Council.

It was proposed, seconded and
<u>Resolved:</u> That Planning Application 26/0624/FUL had been supported by the Council.

58. **<u>To Discuss Retrospectively, The Actions Relating To Application 26/0671/VARCON To Vary Planning Application 24/1404/HOUS And 24/1405/LBC, Lawn Hill House, Wood Lane, South Kyme.</u>**

The Clerk advised that this planning application had been responded to in accordance with cllrs wishes by the appropriate deadline. The application had been supported by the Council.

It was proposed, seconded and
<u>Resolved:</u> That Planning Application 26/0671/VARCON had been supported by the Council.

59. **<u>To Discuss And Agree Actions Relating To The Introduction Of An Additional Speed Limit (Potentially 40mph) From The Northern End Of The Village To Just Beyond Woodside Cottage.</u>**

The meeting discussed the introduction of an additional speed limit from the north end of the village to just beyond Woodside Cottage. Having considered the nature of the road and the comments of local residents the Council agreed that the speed limit should be pursued. After discussion with Cllr East it was agreed that although it may take further evidence and some time to resolve, further discussion with Rowan Smith at LCC was the next step. The Clerk was to write to LCC requesting an assessment of the area and whether a speed recorder could be fitted to indicate the level of traffic and its speed as it passes the entrance to Woodside Cottage. Visibility issues were discussed and it was also agreed that a request would be made for an ownership map of the verges along the stretch to help determine who should be approached to cut back overgrown trees and bushes that make the road less visible for emerging traffic.

It was proposed, seconded and
<u>Resolved:</u> That the Council will pursue an additional speed limit of 40mph from the north end of the village to just beyond the entrance to the Grange.

60. **<u>To Discuss And Agree Actions Relating To Resident Proposed Installation Of A Road Safety Mirror And Concealed Access Signage At School Corner.</u>**

The meeting discussed the possibility of introducing a road safety mirror and concealed entrance signage at School Corner. A previous request dated July 2019 was read where LCC had advised that due to Dept of Transport guidance new mirrors could no longer be placed on the highway. Cllr East also advised that a concealed entrance sign was also unlikely to be granted as it was a built-up area and already a 30mph speed limit in place. There was some discussion as to the possibility of a resident placing a mirror or signage on private land adjacent to the highway, however this was not within the Councils remit. The Clerk was to advise the resident making the request, that the Council were unable to take this forward.

It was proposed, seconded and
<u>Resolved:</u> That the road safety mirror and signage at School Corner would not be pursued.

61. **<u>To Discuss And Agree Actions Relating To The Quality Of The Weed Cutting By The EA Contractors.</u>**

The meeting discussed the fact that the weed cutting had been done to a poor standard and that waste had then been dumped on private riverbanks. A response had been received from the EA advising that the weed cutting contractor had been spoken with. It was agreed to continue to monitor the situation when the weed cutters returned.

62. **<u>To Discuss And Agree Actions Relating To The Production Of A Council Newsletter.</u>**

The meeting discussed the production of a Council Newsletter. Although it was agreed that a simple version would be appropriate, no one on the Council was willing or had the time to produce the newsletter. It was considered that someone in the village could produce the newsletter and the Clerk was tasked with advertising for someone willing to produce it.

It was proposed, seconded and
<u>Resolved:</u> That the Clerk would advertise for someone willing to produce a Village Newsletter.

63. **<u>To Receive Any Further Reports From Councillors.</u>**

There were no further reports from Councillors.

64. **<u>To Note Further Agenda Items And Arrangements For The Next Meeting (24th Sep 2026).</u>**

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

a. The spending of the allocated Community Infrastructure Levy.
b. The allocation of funding for a village Christmas Tree.

The meeting closed at 8.25 pm.