

**ROUGHTON PARISH COUNCIL**  
**Annual Parish Council Meeting**  
**NOTICE OF MEETING**

Dear Councillor

You are hereby summoned to attend the next meeting of Roughton Parish Council, which will be held on Thursday 15<sup>th</sup> May 2025 commencing at 7.30 pm in the Village Hall on Main Street, Roughton. The business to be dealt with at the meeting is listed in the agenda.

**Signature K Handley Clerk to the Council**

**Date 09/05/2025**

**AGENDA**

1. Election of Chair and signing of Declaration of Acceptance of Office
2. Election of Vice Chair of the Parish Council
3. To resolve to suspend the meeting to allow a period of public participation for up to 15 minutes
4. Chairman's remarks
5. Apologies for absence and acceptance of any reasons given
6. To receive Declarations of Interest in accordance with the Localism Act 2011 and to consider any requests for dispensations.
7. Notes of the last meeting held on 20<sup>th</sup> March 2025 to be approved as minutes.
8. To receive a report from Lincolnshire County Council and East Lindsey District Council
9. Financial matters:
  - a. Bank balances and signing of statements
  - b. Future and Retrospective payments to be approved
  - c. To approve the asset register
  - d. To receive the internal auditors statement and approve of any actions to be taken
  - e. To consider and approve the Annual Governance Statement 2024-2025
  - f. To consider and approve the Accounting Statement 2024-2025
  - g. To consider and approve the Certificate of Exemption 2024-2025
  - h. To note and approve the publication of documents and exercise of public rights from Monday 2<sup>nd</sup> June to Monday 14<sup>th</sup> July.

10. Planning Matters:

**Applications received:**

**02215/25/FUL** 118 Horncastle Road, Roughton Moor, Lincolnshire, LN10 6UX Erection of 2no. dwellings with detached double garage and the construction of internal access roads.

**S/141/00070/25** 150 Horncastle Road, Roughton Moor, Woodhall Spa Ln10 6UX  
**Application withdrawn on 11/04/2025**

**Planning Contravention notice issued 10/04/2025 140 Horncastle Road** Nature of investigation: siting of a static caravan for residential use without planning permission.

11. To approve the dates for the parish council meetings for the remainder of the civic year- Thursday 17<sup>th</sup> July, 18<sup>th</sup> September, 20<sup>th</sup> November, 15<sup>th</sup> January 2026, 19<sup>th</sup> March 2026 and 21<sup>st</sup> May 2026.
12. To note correspondence received from residents on Moor Lane and action taken.
13. To consider renewal of Council insurance and quotes received from Zurich and Clear Councils.
14. To consider articles for the next edition of the newsletter.
15. To note letter sent by Cllr Dormer to Pedersons and any further action to be taken.
16. To confirm the date of the next Council meeting as Thursday 17<sup>th</sup> July at 7.30 p.m.