

Draft Minutes of the Annual Parish Council Meeting held on Thursday 15th May 2025 at Roughton Village Hall commencing at 7.30 p.m.

Present: Councillors K. Dormer, T Davies and D Perie

In Attendance: K. Handley (Clerk) Cllr William Gray (ELDC)

Thirteen members of public

- 001: Election of Chair:** No Councillor present wished to take on the role of Chair. The Clerk asked for a Councillor to Chair the meeting-Cllr Dormer volunteered.
- 002: Election of Vice Chair:** Cllr Davies offered stay as Vice Chair for this meeting only.
- 003: Public Forum:** Representatives from Moor Lane expressed their disappointment at the response from LCC Highways regarding the issues raised; lack of street lights, lack of footpaths and speeding along Moor Lane. An Archer survey will be completed by LCC and the speed will be reduced to 30 mph along the length of Moor Lane which has houses either side. The residents were asked to let the Council know if burglaries increased as they could notify the Police. There is little likelihood of street lights being fitted as LCC rarely retrofit and the cost of footpaths was prohibitive given the demands on the budget.
- 004: Chairman's remarks:** The Chair welcomed all to the meeting.
- 005: Apologies for absence and acceptance of any reasons given**
Cllr Spurrier, Cllr Willey and LCC Councillor Oliver. Councillors proposed, seconded and resolved unanimously to accept these apologies.
- 006: To receive declarations of Interest in accordance with the Localism Act 2011 and to consider request for dispensations.**
None requested.
- 007: To approve the notes of the meeting held on Thursday 20th March 2025 as minutes:**
These were proposed, seconded and unanimously resolved to be adopted as the minutes of the council. These were duly signed and dated by the Chair.
- 008: To receive a report from LCC and ELDC**
County Councillor Report: Cllr Oliver had given her apologies for this meeting. The Chair proposed that Councillor Oliver should be invited to complete a walkabout around the Parish to understand the issues which the Council had raised previously with Cllr Bradwell and Highways. The Clerk was asked to email Cllr Oliver.
District Councillor Report: Cllr Gray had circulated his report prior to the meeting which had been received by all Councillors. This information is available on the Parish Council website <https://roughton.parish.lincolnsnire.gov.uk>

009: Finances:

a) Bank balances and bank statement signed. The current account balance as of 05/05/2025 is **£5,740.41** and this compares with **£5,671.01** in May 2024. The deposit account balance as of 05/05/2025 is **£2,558.62** and this compares with **£2,532.25** in May 2024. The Chair duly signed the bank statements.

b)Retrospective and future payments to be approved.

Organisation	Cheque no.	Voucher no.	Amount
LALC Membership	700344	001	£254.40
ICO	700345	002	£52.00
LALC Website	700346	003	£108.00

Clerk's Salary	700347	004	£178.92
HMRC	700348	005	£44.60
Internal Auditor	700349	006	£50.00

It was proposed, seconded and unanimously resolved to approve the payments.

c) **Asset Register as at 31st March 2025:** It was resolved to approve the updated asset register with a value of £22,010

d) **Internal Auditor Statement 2024-2025:** It was resolved to receive and note the statement.

e) **Annual Governance Statement 2024-2025:** The Council considered the individual statements 1-9 and agreed that they complied with them. It was resolved that the Chair and Clerk should sign the Annual Governance Statement 2024-2025.

f) **Annual Accounting Statement 2024-2025:** The Council received the statement prepared by the Clerk and it was resolved to approve them and the Chair signed the Annual Accounting statement at the meeting.

g) **Annual Exemption Certificate 2024-2025:** Council agreed that they qualified to be exempt from the external auditors review. It was resolved that the Certificate of Exemption be signed by the Chair.

h) **Exercise of Public Rights:** It was resolved that the date for public inspection of accounts to be from Monday 2nd June to Monday 14th July. This will be shared on the website and the noticeboard.

010: Planning matters

Planning 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 Reserved matters relating to the erection of 1no.dwellling (outline planning permission ref no. S/142/02282/23) for the erection of a bungalow.	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.

Noted by the Council.

011: To approve the dates for the parish council meetings for the remainder of the civic year. It was proposed, seconded and resolved that meetings would take place on Thursday 17th July, 18th September, 20th November, 15th January 2026, 19th March 2026 and 21st May 2026.

012: To note correspondence from residents on Moor lane and action taken.

Correspondence noted by the Council.

013: To consider renewal of Council Insurance and quotes received from Zurich and Clear Councils.

A renewal quote had been received from our current insurers Zurich for £497.84 but as we do not own monuments, memorials or statues removing this would lower the quote to

£214.00. The Public and Employment liability was deemed as acceptable on this quote. The Clerk had also received a quote from Clear Councils for £824.44. It was proposed, seconded and resolved to renew the policy with Zurich for the lower quote of £214.00.

014: To consider articles for the next edition of the newsletter.

Cllr Dormer explained that he was aiming for the newsletter to be distributed in July. He asked all Councillors to contribute articles and to send them to him to collate.

015: To note the letter sent by Cllr Dormer to Pedersons and any further action to be taken

No response had been received. It was agreed to monitor the situation.

016: To confirm the date of the next Council meeting as Thursday 17th July at 7.30 p.m.
Confirmed by all Councillors.

Meeting closed at 8.44 p.m.