

Kirkby La Thorpe Parish Council

Minutes for Ordinary Parish Council Meeting held on 21 September 2026 at 7.00 PM

Location: Longwater Stadium, Eslaforde Park, Boston Road, Sleaford, NG34 9GH

MINUTES

DRAFT

Welcome and open the meeting.

- The meeting was opened at 7.05pm.

- Present: Cllrs Wendy McConnell (Chair), Andy Parker, Angela Rankin; Dermot Daly (Clerk); County Cllr David East; No members of the public.

087/26 Receive and approve any apologies for absence.

- Apologies received from Cllr Ken Hanslip and Phil White. Cllr Mickey Glithero was not present.

088/26 Agree the co-option to the position of Councillor for the casual vacancy and complete relevant documents.

- There was no interest shown at the meeting or provided prior to the meeting.

089/26 Receive disclosures of interests from Councillors on matters at this meeting.

- No interests were declared.

090/26 Suspend Standing Orders and allow for Parishioner Observations, District Councillor and County Councillor reports.

- County Council report: County Cllr David East confirmed that the concerns regarding parking in Church Lane, Kirkby la Thorpe are being considered as part of an assessment for a potential Traffic Regulation Order (TRO). This process involves investigation, evidence gathering and consideration by the relevant highway's teams, so it can take some time to complete before any recommendations are made. He appreciated the offer to meet officers on site and ensured that this remains noted as part of the ongoing consideration. At this stage, however, there are no further updates on the assessment process, and it is understood the delay may be frustrating, but please be assured that the matter has not been forgotten and remains under review. A further reminder of the County Cllr and strategic grant funding.

- District Council report: District Cllr Mervyn Head was not present.

- Public comments: There were no members of the public present.

MEETINGS

091/26 Approve the Minutes for the Parish Council meeting held on 20th July 2026.

- It was RESOLVED unanimously to accept the minutes as circulated.

PLANNING

092/26 Report any decisions made and review any last-minute planning applications.

- There were no last-minute applications or updates.

GENERAL

093/26 Discuss and agree improved communications with the residents - perhaps through a newsletter.

- There were no actions identified.

094/26 Discuss and agree arrangements for salt and grit bins for the forthcoming winter season.

- It was RESOLVED that a request be submitted for the yellow grit bins to be filled.

- It was RESOLVED that Cllr Andy Parker buy five small shovels and place them in the grit bins - an estimated cost of £38 - to be claimed back through expenses.

095/26 Discuss and agree any response to the District Council consultation on the application of special expenses in relation to the maintenance of closed churchyards.

- It was RESOLVED not to respond on this consultation.

096/26 Review physical asset inspections for maintenance purposes and the insurance valuation progress.

- It was RESOLVED that Cllr Phil White is asked to arrange for the bench to be dropped off for Lincs County Council to fit it to the concrete pad in the play park as part of the community service initiative.

- Cllr Ken Hanslip was not at the meeting to report on the asset valuations.

- 097/26** Review annual safety check report for the play park and make relevant action decisions.
- It was RESOLVED to ask Cllr Phil White to arrange for grass seed to be put down on the compacted new soil by the slide in the play park.
- Work has recently been completed to address issues marked in yellow on the annual safety report from last year and the latest safety report from this year (September) has not highlighted any further works required.
- It was RESOLVED to ask Cllr Phil White to arrange to oil the linkage at the top of the swings following the recent power-wash.
- 098/26** Discuss and agree repair or replacement of Noticeboard on the entrance to Milton Way estate.
- It was RESOLVED by a majority that a maximum of £200 is spent to repair the noticeboard on the entrance to Milton Way.
- It was RESOLVED that the Clerk provide a general notice for the noticeboards including meeting dates and contact details; and provide keys to a volunteer (details to be supplied by Cllr Angela Rankin) for the Sleaford estates and to Cllr Wendy McConnell for Mount Lane and Church Lane.
- 099/26** Discuss and agree actions relating Traffic Regulation Order for Church Lane.
- Further information is expected from the County Councillor on the complaint.
- FINANCE**
- 100/26** Present the period accounts and sign the bank reconciliation.
- It was recognised that the National Pay Award of 3.3% for the Clerk's pay grade has been finalised and backdated to 1st April 2026.
- The Clerk presented the period accounts and after, some questions, they were accepted as circulated.
- It was requested to have the year to date transactions list in CSV from the bank in preference to having the statements.
- 101/26** Present and approve the accounts for payment.
- It was unanimously agreed to approve the payments as circulated.
- 102/26** Discuss and agree the element of the budget allocated to donations for current year and next year.
- It was RESOLVED to leave the budget for donations at £300 for 2027-28.
- 103/26** Review budget figures for 2027-28.
- The Clerk presented the updated budget document with two full years information plus the current year.
- It was requested that the insurance documents are provided through the Councillor Library.
- Cllr Andy Parker proposed an increase of 10% spend across the board, which was RESOLVED unanimously.
- 104/26** Discuss and agree potential for grant funding against Lincolnshire County Council Councillor Community Grant Fund 2026/27.
- It was RESOLVED to request £200 from the County Councillor toward the purchase of a new noticeboard to replace an existing damaged noticeboard.
- POLICY & PROCEDURE**
- 105/26** Adopt Bereavement Policy as required by new employment regulations based on national template.
- It was RESOLVED to agree the policy as circulated.
- 106/26** Adopt Paternity Leave and Pay Policy as required by new employment regulations based on national template.
- It was RESOLVED to agree the policy as circulated.
- 107/26** Adopt Sickness Absence Policy as required by new employment regulations based on national template.
- It was RESOLVED to agree the policy as circulated.
- 108/26** Adopt Whistleblowing Policy as required by new employment regulations based on national template.
- It was RESOLVED to agree the policy as circulated.

REPORTS (For information only)

DRAFT

109/26

Clerk's Report

- The Clerk notified the Council of holiday dates in October.

NEXT MEETING**110/26**

Note further agenda items and arrangements for the next meeting (16th November 2026).

- Resilience planning – example, dealing with issues such as wild-fire that local community can self-help prior to emergency services attending e.g. hoses; stocking up on supplies (WM)
- Budget (All)
- Christmas tree (15') (WM)

Meeting Close

- The meeting was closed at 9.29pm.