

## CLERK'S NOTES FOR MEETING HELD ON THURSDAY 15<sup>th</sup> JANUARY 2026

### PRESENT:

Councillors: Geoff Hotchkin (Chair), Julie Frizzell (Vice-Chair), George Frizzell, Mark Robinson, Steve Waterfield, John Pittock, Adam Young  
Clerk/RFO: Judy Pittock  
District Councillor Russell Jackson

### TEN MINUTES PUBLIC FORUM

No members of the public were present.

### 144/26 WELCOME REMARKS BY THE CHAIRMAN

The Chair welcomed members to the meeting and in particular welcoming Cllr Adam Young to his first meeting.

### 145/26 APOLOGIES FOR ABSENCE

No apologies for absence were received.

### 146/26 SIGNING OF THE MINUTES

It was resolved to that the Clerk's notes of the last Parish Council Meeting held on Thursday 11<sup>th</sup> December 2025 be accepted as a true record.

### 147/26 DECLARATIONS OF PECUNIARY INTEREST & DISPENSATIONS IN ACCORDANCE WITH THE LOCALISM ACT 2011.

Cllr Mark Robinson declared an interest in the planning applications for Thorpe Latimer.

### 148/26 REPORTS FROM COUNTY and DISTRICT COUNCILLORS

District Councillor Jackson had submitted a report which was noted and is attached.

Discussion took place regarding the establishment of digital hubs in other areas and whether a similar facility could be introduced in Helpringham. Further research will be undertaken.

The Parish Council also agreed to publicise the **Co-op Local Community Fund** which is now open for applications to support community projects.

### 149/26 CLERK and COUNCILLOR'S REPORTS ON OUTSTANDING MATTERS

The following updates were noted:

- **ParishOnline** – clerk's new email address [clerk@helpinghamparishcouncil.gov.uk](mailto:clerk@helpinghamparishcouncil.gov.uk) is now live and functioning well.
- **Maintenance of Remembrance memorial** – Cllr Pittock reported that he had still not been able to speak to the relevant person at English Heritage. It was resolved that he should now email details of the proposed cleaning products and request a response within 2 weeks. It was resolved to authorise expenditure of up £100 on cleaning products.
- **Little Hale Rd Cemetery gates (nearest to the Red Bridge) and Old Cemetery railings** – the clerk was authorised to obtain quotes for the necessary maintenance work.
- **Village noticeboard maintenance** – A quote had been requested a quote but not yet received. The matter will be carried over to the next meeting.
- **Speed awareness sign (Station Road)** – Cllr George Frizzell reported that the hedge growth may be preventing sufficient battery charging. Monitoring will continue and hedge cutting will be considered subject to land owner consent.
- **Bin and seats** – Cllr Robinson had been unable to complete the installation over the Christmas period but should be complete by the end of January.
- **Christmas tree** – the Parish Council agreed in principle to plant a permanent tree on the green as a sustainable option. Cllr Robinson will liaise with the Christmas Tree Committee and obtain a quote for a 10ft rooted tree.

- **Interim internal audit** – the clerk reported that all requested documents had been forwarded to the auditor and that the process would be completed on 19/1/26.
- **Circle of Trees Project** – the clerk reported that the dead tree on the junction of East Street and Hale Road had been identified as an ideal position subject to its removal. A quote had been requested from P&P Tree for the removal of the dead tree. It was resolved to notify the Circle of Trees Project that a planting site had been identified.

## 150/26 POLICIES FOR REVIEW

It was resolved to adopt the following policies;

- Complaints Policy
- Equality and Diversity Policy
- Publication Scheme
- Anti-Bullying and Harassment Policy
- Grievant Policy

The IT policy was deferred to the next meeting.

## 151/26 FINANCE

**151/26.1** It was resolved to accept following documents presented by the RFO for the period 1/4/25-15/1/26:

- Bank reconciliation
- Actual v budget figures

**151/26.2** It was resolved to approve payments presented at the meeting:

LALC	Inv16617 – Membership 2026/27	£300.90	No VAT
Clerk's Wages	December 2025	£257.20	No VAT
HMRC	PAYE December 2025	£64.40	No VAT

**151/26.3** The following Direct Debit payments since 11/12/25 were noted:

17/12/25	E.ON Next inv0015– elec for memorial light	£23.25	VAT £1.11
31/12/25	Bank charges (Unity Trust Bank)	£6.00	No VAT
17/12/25	Anglian Water inv15960557	20.81	No VAT

**151/26.4** The following receipts since 11/12/25 were noted:

15/12/25	William Kent inv063	£30.00
31/12/25	Unity Trust Bank – interest	£110.87

**151/26.6** The grant applications from HAVCS and Citizen's Advice Bureau were considered. It was resolved to award:

- £300 to HAVCS
- £250 to Citizen's Advice Bureau.

**151/26.7 Pinfold rent.** It was noted that the rent had not been increased for at least 10 years. It was resolved:

- To increase the rent to £60 per annum;
- That the tenant is responsible for any repairs;
- The rent be reviewed annually;
- The contract should be reviewed in consultation with the tenant.

**151/26.8 CIL funds** Discussion took place regarding use of CIL fund. It was resolved to install three new dog poo bins on Vicarage Lane and at either end of the parish road (on South Drove and Swaton Road in Thorpe Latimer).

It was also agreed to liaise with the Memorial Hall committee regarding the provision of an internet connection for the hall.

**151/26.9 Precept 2026/27** - it was resolved to set the precept at £20,850.00, representing a £0.16/month rise for a Band D dwelling. The table below shows the increased for each Council Tax Band:

Band	Increase For Year	Increase Per Month	Band	Increase For Year	Increase Per Month
	A	£ 1.24	£ 0.10	E	£ 2.27
B	£ 1.45	£ 0.12	F	£ 2.69	£ 0.22
C	£ 1.65	£ 0.14	G	£ 3.10	£ 0.26
D	£ 1.86	£ 0.16	H	£ 3.72	£ 0.31

## 152/26 PLANNING

The following planning notices were noted. As no discussion was required, Cllr Robinson remained in the meeting.

**25/1219/FUL Thorpe Latimer** – letter re amended application details.

**25/1220/LBC Thorpe Latimer** – letter re amended application details.

**25/1266/FUL The Maltings, Station Road, Helpringham** – decision notice, application approved.

## **153/26 CEMETERY**

Cemetery Officer Cllr George Frizzell reported:

- One interment since the last meeting (Plot J11);
- A further interment scheduled for March 2026 (Plot S18);
- Memorial for plots J12 and I37 remain ongoing.

## **154/26 HIGHWAY MATTERS**

The following Highway matters were discussed:

- Correspondence with Highways regarding village walk-round and ongoing footpath and road issues was discussed. It was resolved that the clerk would again write to Highways regarding poor repairs to the Scredington road. It was also resolved that the village walk-round with Rowan Smith from LCC Highways should be scheduled for 9<sup>th</sup> February 2026.
- Highgate/Station Road junction TRO – the yellow lines have now been installed.
- FixMyStreet ref 2853416 24/8/25 – Bollards on Station Road. 16/9/25 update – work still not done.
- FixMyStreet ref 8507564 5/12/25 – potholes on Engine Drove, Helpringham Fen – ongoing
- FixMyStreet ref 2868438 9/1/26 – overhanging hedges on both sides of the road by the railway bridge on Station Road – ongoing.

The following was also reported at the meeting:

- High Gate requires road sweeping as the loose road chippings are causing punctures – clerk to contact Highways.
- Vicarage Lane resurfacing completed to a good standard.
- Road closure through Scredington (from 19/1/26) was noted but no prior notification had been received.
- Continued collapse of the B1394 adjacent to the Helpringham Eau was highlighted as urgent and will be included in the walk-round.

## **153/26 MATTERS AFFECTING THE VILLAGE/CORRESPONDENCE**

The following correspondence and village matters were discussed:

### **153/26.1 Village Matters:**

- Lincolnshire Reservoir Community Liaison Group – it was resolved that Cllr John Pittock will represent the Parish Council following the resignation of Will Watts from the Parish Council. Thanks were extended to Will Watts for his previous support due to the terms of the Liaison Committee he could unfortunately no longer represent the Parish Council.
- Grass cutting – It has been requested that CJP Garden Services now include the verge on Station Road to their remit, which was agreed in principle. Once formal agreement to the costing has been received and agreed by the Parish Council, the contract for the services will be amended. It was resolved to request tidying of the overgrown elder and ivy growth in the old cemetery.
- Community Resilience Group – no updates to report. Cllr Young agreed to act as an additional contact point for the Helpringham plan. Cllr Julie Frizzell will pass on all the current information.
- Litter picking equipment – it was resolved that this could be loaned out.

### **153/26.2 Correspondence:**

7/1/26 – NKDC Food Waste Caddy delivery update – commencing 19/1/26.

7/1/26 – LCC – report re proposed budget for 2026/27.

5/1/26 – LALC Annual Training Scheme membership – it was resolved not to subscribe to this for 2026/27.

**154/26 Date and time of the next meeting – Wednesday 11<sup>th</sup> February 2026 commencing at 7pm.**

All meetings will be held in the Memorial Hall, Helpringham.

11 <sup>th</sup> March commencing at 7pm.	8 <sup>th</sup> July commencing at 7.30pm.	14 <sup>th</sup> October commencing at 7.30pm
8 <sup>th</sup> April commencing at 7.30pm.	12 <sup>th</sup> August commencing at 7.30pm.	11 <sup>th</sup> November commencing at 7pm.
13 <sup>th</sup> May commencing at 7.30pm.	9 <sup>th</sup> September commencing at 7.30pm.	9 <sup>th</sup> December commencing at 7pm.
10 <sup>th</sup> June commencing at 7.30pm		