

NOTES for MEETING held on WEDNESDAY 19th AUGUST 2026
in the Memorial Hall, Helpringham

PRESENT:

Councillors: Julie Frizzell (Chair), Geoff Hotchkin (Vice-Chairman), George Frizzell, John Pittock, Adam Young
Clerk/RFO: Judy Pittock

NOT PRESENT:

Councillors: Steve Waterfield and Mark Robinson.

PUBLIC FORUM

No members of the public were present.

The meeting commenced at 7.30pm

69/27 WELCOME REMARKS BY THE CHAIRMAN

The Chair welcomed everyone to the meeting. The Chair extended thanks on behalf of the Parish Council to the group of residents who had recently come together to clear the vegetation from the bridge on Station Road. Their hard work is greatly appreciated and has allowed traffic to once again use the road unheeded by overhanging bushes.

70/27 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Steve Waterfield and Mark Robinson.

71/27 SIGNING OF THE MINUTES

It was resolved to accept the Clerk's notes of the last Parish Council Meeting held on 8th July 2026.

72/27 DECLARATION OF PECUNIARY INTEREST & DISPENSATIONS IN ACCORDANCE WITH THE LOCALISM ACT 2011

There were no declarations of interest.

73/27 REPORTS FROM COUNTY and DISTRICT COUNCILLORS

Cllr East did not have anything to report and Cllr Jackson's report is attached – please note the item about Assisted Bin Collections.

74/27 CLERK and COUNCILLOR'S REPORTS ON OUTSTANDING MATTERS

To note the items that had been actioned by the Clerk and Councillors since the last meeting and to discuss any that need further action.

- **Digital Hub** – the clerk updated the councillors on the meeting held on 20/7/26. The Council's insurers have updated the policy to reflect establishing the Hub, no extra premium was levied. It was agreed that the clerk should now inform the insurers of the difference in Public Liability Insurance that the church holds. It was acknowledged that volunteers would need a Volunteer DBS check and that the Parish Council should be able to organise this. It was resolved that the clerk could spend £30.00 on incidentals required for volunteers.
- **Accessibility of pathways in village** – two residents had passed on their thanks to the Parish Council for reminding people to keep pathways clear. It was resolved to report and hedges that continue to restrict pathways on FixMyStreet.
- **CEP volunteers** – no more volunteers had come forward. It was agreed that requests for more volunteers should be advertised, in particular in relation to dealing with fire outbreaks.
- **Pond Area** – it was resolved to request that CJP Garden Services clear the undergrowth from round the pond. Once this has been done the Council will once again look at cutting back the overhanging trees to improve the area.
- **Speed sign data** – Cllr George Frizzell had downloaded the data and will publish information on the Parish Council website.

75/27 PLANNING APPLICATIONS

The following applications were discussed:

- **26/0774/FUL – HTS Vehicle Sales Ltd, Station Road, Helpringham** - Erection of extension to existing workshop. No comments were made and it was resolved to support the application.
- **26/0914/FUL – Continued retention of 10no groundwater monitoring boreholes.** No comments were made.
- **26/0476/FUL – Devonport Farm, North Drove, Helpringham Fen** - Change of use from agricultural barn to dwelling. It was noted that this application had been withdrawn.

76/27 POLICIES FOR REVIEW

It was resolved to adopt the following policies:

- Data Protection
- Data Breach
- Freedom of Information Requests
- General Privacy
- General Privacy Notice for Staff
- Subject Access Procedure
- Record Retention Policy

77/27 FINANCE

77/27.1 It was resolved to accept the following documents presented by the RFO including:

- Bank reconciliation
- Actual v budget figures
- Cashflow

77/27.2 It was resolved to approve payments presented at the meeting totalling £2170.29 and the payments were processed online at the meeting:

CJP Garden Services	Inv 1119, 1128, 1129, 1133	£1469.90	No VAT
Clerk's Wages	July 2026	£364.80	No VAT
Clerk's Expenses	Paper	£11.89	No VAT
PKF Littlejohn	Inv SB20260051 External Audit Fee	£252.00	£42.00
S A Accounts	Inv 2693 Payroll provider to 5Apr26	£72.00	£12.00

77/27.3 The following Direct Debit payments since 8/7/26 were noted:

21/7/26	E.ON inv0022 – memorial light electricity	£21.08	£1.00
31/7/26	Unity Trust Bank – service charges	£7.00	No VAT
19/8/26	E.ON inv0023 – memorial light electricity	£20.08	£0.96

77/27.4 The following receipts since 8/7/26 were noted.

8/7/26	E Gill & Sons Inv74	£60.00
13/7/26	William Kent Memorials Inv55	£70.00
22/7/26	William Kent Memorials Inv75	£60.00

77/27.5 Cllr Julie Frizzell confirmed that she had carried out bank checks on 22/7/26.

78/27 AGAR

The Notice of Conclusion of Audit for AGAR year ended 31/3/26 had been received with no issues being raised. The Notice of Conclusion and Notice of Public Rights will be put on the noticeboard and the Parish Council website.

79/27 CEMETERY

Cllr George Frizzell reported that there had been one interment into plot G18 on 3/8/26.

80/27 HIGHWAY MATTERS

To discuss Highway matters including:

- Proposed extension of the 30mph on Station Road to the railway bridge – no update had been received.
- Ongoing legal and B1394 correspondence with LCC - it was resolved that, due to the lack of substance in the replies received, further letters should be sent giving 10 working days for a reply. If subsequent replies did not adequately address the issues raised, the correspondence would be forwarded to the Ombudsman
- Road by Knott Hall Gardens – ongoing flooding issue – clerk to contact Cllr East and Rowan Smith at LCC Highways.

- Thanks was once again extended to the residents who had cut back the overgrown vegetation on Station Road railway bridge and for clearing away the debris. It was resolved that the clerk should contact Network Rail and inform them that the work had been carried out and that the other bridges still required attention.
- The following update on FixMyStreet issues were noted:

Date Reported	Ref No	Location	Issue	Status
07/05/2026	2890784	Wheelwright Lane	Overgrown hedge	25/6/26 Enforcement action in place. 12/8/26 – Requested update.

Cllr George Frizzell reported that the bollards on Station Road had once again been reinstated and that the 30mph sign on Station Road had not been cleared of vegetation and the matter is still ongoing on FixMyStreet. It was resolved that the clerk should report any hedges and vegetation that is encroaching on pathways on FixMyStreet.

81/27 MATTERS AFFECTING THE VILLAGE/CORRESPONDENCE

The following items were noted or discussed where required:

- Helpringham Feast – it was noted that the committee had forwarded the Risk Assessment and insurance cover prior to the Feast. Following the extended dry period of weather, it was resolved that there should be a restriction on smoking on the green for future summer events. Congratulations were extended to the committee for holding another successful event.
- 14/7/26 – Household Waste Recycling Centre update – the information was noted and details will be shared with the village once the new procedures have been finalised.
- Local Government Reorganisation – it was resolved that the clerk should request information about the impact that the reorganisation will have on police leadership, sharing organisation structures and finance.
- Community Emergency Response Teams Tabletop exercise – 29/9/26 6-8pm – Cllr Julie Frizzell will attend if other commitments allow.
- Community Resilience Conference 7/10/26 9am-4pm, Petwood Hotel, Woodall Spa. Cllr Adam Young will attend if work commitments allow.
- LCC Councillor Community Grant Fund 2026/27 – this was noted and it was resolved that the clerk should forward the information to the Playing Field Committee and offer the council's support should the committee wish to make an application for funds through the Parish Council.
- NK Parish and Town Council Forum 8/9/26 10.30-12noon – Cllr Hotchkin will attend.
- Lincolnshire Fire and Rescue Response Review Engagement – share feedback via Let's Talk Lincolnshire until 23/8/26 – Cllr Pittock to complete.
- The clerk brought to the attention of the councillors the issues on New Street following the start of work by National Grid to build a new substation. The proposed work had been poorly communicated to the residents and it would impact on parking and access. It was resolved that letters should be sent to NKDC Planning Enforcement requesting a temporary stop to the work, plus National Grid, the Monitoring Officer, the Ombudsman and the local MP.

82/27 HR MATTERS

- *To resolve to move into closed session to consider confidential matters in accordance with the **Public Bodies (Admission to Meetings) Act 1960**. In accordance with regulations any public and press are required to leave the meeting at this stage –* It was resolved to amend the clerk's contract in accordance with the Employment Rights Act 2025. It was also resolved that the payrise agreed at the meeting held on 12/11/25 Minute No 124/26.5 should be awarded following the clerk's successful completion of the CiLCA award. This would be backdated to 8/7/26.

83/27 ITEMS FOR INCLUSION ON NEXT AGENDA

No new items were put forward for the September agenda.

84/27 DATES FOR NEXT MEETINGS

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

9 th September 2026 7.30pm.	14 th October 2026 7.30pm	11 th November 2026 7.00pm.	9 th December 2026 7.00pm
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