**Tetford & Salmonby Parish Council Meeting**

Minutes of meeting held on Wednesday, 10th September 2025 at 7.30pm, Hamilton Hall, Tetford

**Present:** Chair Cllr Whitley

Vice Cllr Osborne

Cllr Willson

Cllr Hazel

Cllr Larder

Mrs P Murray (Clerk & Responsible Finance Officer)

**02018**  Chair welcomed everyone to the meeting. During the open forum it was mentioned that the internet at the Doctor’s surgery wasn’t very stable. The Clerk was requested to investigate. Also it was noted that Dr Gray’s memorial garden wasn’t being tended and that the memorial steps are broken again – it’s the swing out that lorries need to make to get round the bend that does it.

**02019** Apologies for absence – none.

**02020** To receive any declarations of interest in accordance with the Localism Act 2011 and to consider any requests for dispensation – none

**02021** The minutes of the 9th July 2025 were accepted after minor amendments as a true record and duly signed by the Chair

**02022 County Councillor Report –** Cllr McGonigle was happy to report that work was to start on Salmonby bends on Monday. The flooding at the Doctors surgery was also brought up – it is due to damaged drains and needs to have a camera down. Cllr Willson thanked Cllr McGonigle for pushing the repairs needed on Little London. However the request for a 20 mph speed restriction was declined by LCC as apparently it doesn’t meet their criteria. It was resolved that the Clerk apply for a grant for 3 speed reduction pieces of equipment. Cllr McGonigle mentioned the on-going Local Authority reorganisation confirming that the County Council’s preferred option would be ‘business as usual’ whereby LCC take on some of the District Council work whilst the rest of the work goes down to Town/Parish level.

**02023 District Councillor Report** – none

**02024 Parish Councillor Report –** none

**02025 Financial matters**

1. **Current accounts paid report:-**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Payee** | | **Net** | | | **VAT** | **Total** |
|  | |  | | |  |  |
| 14/07 Clerks pay May – July 25 | | £909.02 | | | £0.00 | £909.02 |
| 14/07 Clerks income tax | | £202.60 | | | £0.00 | £202.60 |
| 18/07 Bank fees | | £8.17 | | | £0.00 | £8.17 |
| 06/08 Printer ink | | £9.46 | | | £1.89 | £11.35 |
| 15/08 Lincolnshire Grounds Maintenance | | £180.00 | | | £0.00 | £180.00 |
| 18/08 Bank fees | | £4.25 | | | £0.00 | £4.25 |
|  |  | |  |  |  |  |

1. **Bank Reconciliation:**

|  |  |  |
| --- | --- | --- |
| **BANK RECONCILIATION AS AT 31st August 2025** | |  |
|  | Lloyds Treasurers Account £8,912.55 |  |
|  | Instant Account 2 £5,302.68 |  |
|  | **£14,215.23** |  |

1. **VAT claim –** the Clerk is currently carrying out the calculation of vat to reclaim for the

period 1st April 2022 to 31st July 2025 – this should be completed by the next meeting although there isn’t expected to be that much.

**02026 Report from Clerk**

1. The Clerk reported that training was going well and that the trainer had mentioned that

Planning training was recommended for Councillors and Clerks as it helped to object to

planning applications when the ‘material considerations’ where know however it was

felt that the Councillors had sufficient knowledge of planning.

1. Co-option of new Councillors – no applications
2. Donation of VE Day monies - the Clerk suggested that a donation from the profits of the

VE Day celebrations (£336) should be forwarded to Help the Heroes as this seemed the most

appropriate charity – this was resolved by the committee.

1. Councillors photos – guidance for LALC is for photographs of Councillors to be put on the website and noticeboards so that residents are aware of who their Councillors are and so can be approached in the village. It was agreed that Councillors forward their photographs to the Clerk. It was also resolved that the noticeboard be renewed as it is falling apart and a budget of up to £300 was agreed for this.
2. The Clerk told the council that there were new regulations coming in when signing off the AGAR accounts at the end of this financial year. They are mainly to do with GDPR and she will bring more detail to the next meeting.

**02027 Banking Review –** Currently the new bank (Unity Trust) is waiting for the Clerk to return

the signatures on the banking document which she obtained at this meeting.

**02028 Planning Applications**

**i)**Application reference 03068/25/FUL - Extension & alterations to existing dwelling to provide

additional living accommodation - Gatesgarth, South Road, Tetford – Council had no objections

**ii)**Application reference 2635/25/FUL   
 Erection of a domestic outbuilding – amended design - Bridge Saw Mill  East Road Tetford –

Council object to this scheme – its out of character with the village and over development.

**iii)** Application reference 02432/25/OUT

Erection of 2 dwellings and outline permission of 3 dwellings - Manor Farm, East Road, Tetford

– no objections

**02029 Risk Register**

The Clerk needs to do more work on this and then will circulate for the Councillors to

approve at the next meeting.

**02030 Neighbourhood Projects**

Bus Shelter – unfortunately the grant application was unsuccessful – mainly because it to

have a bus shelter wouldn’t increase the number of buses. Anyway the Council had

already agreed to fund it themselves if unsuccessful so this is going ahead shortly.

It was very pleasing to receive two donations towards the cost of the bus shelter

* £200 from Mr Mike Booth and £66.50 from Didi Riders and Drivers.

**02031 Highways & Footpaths**

1. Council to receive any update on Highway outstanding matters – the Chair had spoken to the owner of the field at Clay Lane and the bridge was now accessible
2. Footpath survey from LCC – a lady from LCC had contacted the Clerk regarding the possibility of a volunteer to help to assess the footpath and bridleways and the state of the equipment such as styles and signs. A member of public volunteered to help and the Clerk will be passing the details on to him.

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**02032 Items for the next agenda:-**

GDPR – Assertion 10

Risk Register

Planning

Bus shelter update

New noticeboard

Finances

Co-option applications

The meeting closed at 8.46pm

**NEXT MEETING IS:- Wednesday 8th October 7.30pm**