**Tetford & Salmonby Parish Council Meeting**

Minutes of meeting held on Wednesday, 8th October 2025 at 7.30pm, Hamilton Hall, Tetford

 **Present:** Vice Cllr Osborne

 Cllr Willson

 Cllr Larder

 Cllr Hazel

 Mrs P Murray (Clerk & Responsible Finance Officer)

**02033**  Chair was taken by the Vice as Cllr Whitley had a medical appointment. The Vice welcomed everyone to the meeting. It was mentioned that the Parish Council noticeboard was very out of date with information on from July. The Vice said that the retired Cllr Hoad used to see to this but its needs assigning now to another Councillor. Also he mentioned that the noticeboard is going to be replaced with a new one shortly.

**02034** Apologies for absence – Cllr Whitley – medical appointment – this was voted on and accepted.

**02035** To receive any declarations of interest in accordance with the Localism Act 2011 and to consider any requests for dispensation – none

**02036** The minutes of the 10th September 2025 were accepted as a true record and duly signed by the Vice Chair

**02037 County Councillor Report** – unfortunatelyCllr McGonigle was unable to attended but the Clerk reported that he had taken the Fix My Street reference regarding the flooding at the Doctors Surgery on West Street and LCC had responded on this matter. Unfortunately they said that the drains had been looked at recently and were said not to be damaged – If there was flooding there at times of non extreme rain then we should let them know. The Clerk asked the members of public and councillors to send in photographs of the flooding so she had the proof to send in to Highways.

**02038 District Councillor Report –** Cllr Simpson sent his apologies in to the Clerk as he had Full Council at East Lindsey District Council tonight. However he did mention to the Clerk that he had been conversing with Platform Housing and East Lindsey DC about the issues at Sandpit Cottages and that they did seem to be getting sorted out. Also he not forgotten about the problems caused with the Post Office moving their post box and is conversation with Platform Housing on that issue.

**02039 Parish Councillor Report** – none

**02040 Financial matters**

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

|  |  |  |  |
| --- | --- | --- | --- |
| **Payee** | **Net** | **VAT** | **Total** |
|  |  |  |  |
| 16th Sept 25 Bank Fees | £4.25 | £0.00 | £4.25 |
| 23rd Sept 25 Help for Heros donation | £336.41 | £0.00 | £336.41 |
| 23rd Sept 25 Litter picking equipment | £104.20 | £0.00 | £104.20 |

1. **Bank Reconciliation:**

|  |  |
| --- | --- |
|  **BANK RECONCILIATION AS AT 30th Sept 2025** |  |
|   |  Lloyds Treasurers Account £8,734.19  |  |
|  |  Instant Account 2 £5,305.61 |  |
|  |  **£14,039.80** |  |

1. **VAT claim –** the Clerk has completed the calculation of vat to reclaim for the

period 1st April 2022 to 31sJuly 2025 – this amount came to £1,372.27.

1. **Report from Clerk:-**
2. **Co-option of new Councillors –** no applications
3. The Clerk has received three of the Councillors photos and they are on the website
4. **Donation of VE Day monies -** the £336.41 profit was donated to Help for Heros
5. **GDPR –** the Clerk explained the importance of assertion 10 and working towards the

objectives of data protection and privacy to enable the Chair to sign the accounts off.

1. **Sandpit Cottages –** as mentioned above Cllr Simpson is dealing with this issue
2. **Winter Salt –** the Clerk has asked for more salt for the winter and this will be delivered to a spot at the back of Hamilton Hall.

 **02242 Banking Review –** the Clerk mentioned that a further document needed signing by Cllrs Osborne and Whitley regarding the address assigned to the account which is currently

 In ex Cllr Hoad’s address and needs amending to the new Clerks address. Cllr Osborne

 signed the document and will give to Cllr Whitley to sign on his return.

 **02243 Planning Applications**

Application reference 02635/25/FUL – Bridge Saw Mill, East Road, Tetford closing date

 13th October 2025 – this is the 2nd amended application and the building has been

 reduced quite considerably so the meeting had no objections.

 **02244 Risk Register –** this has been circulated by the Clerk but not in enough time for the

 Councillors to give their opinions so this will be on next months agenda for approval.

 **02245 Neighbourhood Projects:-**

* 1. Bus Shelter – to everyone’s delight the bus shelter is now up and in use – just awaiting the bench to go inside for seating.
	2. Noticeboard – the Chair wasn’t here to give an update on the noticeboard but it is in hand– however a member of public would like the new one to be lower as it’s a little high

**02246 Highways & Footpaths:-**

 Most of the issues with highways have been dealt with above regarding footpaths

 unfortunately the app to track all the equipment (styles,signs etc) on footpaths turned out to

 be rather too onerous for the member of public who had volunteered at the last meeting.

**02247 Items for the next agenda:-**

Risk Register, Councillor IT checklist, GDPR, noticeboard update

**NEXT MEETING IS:- Thursday 20th November 7.30pm**