

Coningsby Town Council Meeting

September 25th, 2025, at 7:30pm in Coningsby Community Hall

In attendance: With Councillor Matthew Mason as Chair, Cllrs: Kevin Moorhouse, Mary Walker, Paddy Donnellan, Glynn Olive, Amanda Bowen, Ray Evison and Ruth Sharples. County Councillor Sean Matthews and District Councillor James Knowles.

Clerk – Sarah-Louise Kulwicki

Public forum – 6 members of public in attendance, no comments.

One member of public glad to see Cllr Matthews at the councils meeting, he raised his concerns in regard to the financial mismanagement of the spending on Coningsby footpath 224 and told all that he has made countless attempts to contact the county council, but it has been impossible to get a response.

Cllr Olive told all that the community hall needs a new alarm system installing, they have managed to obtain half of the funding for this but still need additional support. He gave a brief talk on what the community hall will be updating in the future and why it is important to the local community.

25/26- 56. Welcome from Chairman

The Chairman welcomed all present and thanked them for coming.

25/26- 57. To receive and accept apologies where valid reasons for absence have been given to the Town Clerk prior to the meeting.

Apologies received from Cllr(s) Chris Waites, Tabby Bannister and District Cllr Martin Foster.

25/26- 58. To receive declarations of interest under the Localism Act 2011 – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interests and any written requests for dispensation.

Cllr Moorhouse declared an interest on item 25/26 -73.2.

Cllr Olive declared an interest on item 25/26-75.5.

Cllr Evison declared an interest on item 25/26-71.

25/26- 59. Notes previously circulated from July 24th, 2025, meeting – to resolve as correct record

Proposed, seconded and **RESOLVED** to approve the notes from 24th July as minutes and signed by the Chairman.

25/26- 60. Notes from allotments working group from the July 31st, 2025 - to resolve as correct record

Proposed, seconded and **RESOLVED** to approve the notes from 31st July as a correct record and signed by the Chairman.

25/26- 61. Reports from County Councillor & District Councillors if in attendance.

District Cllr James Knowles told the council that he has been reporting issues on fix my street which have been actioned quickly.

Cllr Walker asked Cllr Knowles if a meeting had been arranged across the departments with the residents of Orchard Way to discuss the issues with parking as reported at previous meetings. Cllr Knowles was unable to provide any information as he knew nothing about this issue.

County Cllr Matthews told the council he will attend with highways and see if any suggestions can be made for this area, but this is very unlikely as it has been looked at numerous times before.

Signed by chairman:

23.10.2025

Cllr Matthews told the council that he cannot attend the next council meeting as he needs to attend a meeting elsewhere. He also made the council aware that when dozens of emails and phone calls are received from anyone they are put on a vexatious list. He told the council that with LCC help the owner of the hedge adjacent to Dogdyke cemetery has been established. He also told the councilors that the parking on Leagate Road and Dogdyke Road for plane spotters is rife at the moment he has asked for more presence from enforcement officers and will engage with the RAF as well.

Cllr Matthews touched on local government reorganization and the fact that a layer of democracy will be missing, instead of having 5 Councilors for this area there will be 1. The elections are scheduled for 2027.

Cllr Walker asked if he could use his position within highways to look at road traffic improvements for Leagate Road particularly the junction leading to A153. She told him that there is to be a housing estate developed on Cross Keys Lane which will cause further congestion on this road for people trying to enter the village. Cllr Matthews informed her that a roundabout will be installed on this Road. Cllr Walker also asked if a central reservation could be considered for those accessing this new development from Leagate Road to Cross Keys Lane.

25/26- 62. Youth Group – update from Cllr Bowen

Cllr Bowen reported that she has had 27 children from DIVSS youth club sign up to participate in the DofE Bronze award for 2025-2026.

25/26- 63. Finances - To consider and approve payments as listed record payments, August and September 2025 – list with Councillors. July and August 2025 bank reconciliation x 5 accounts

Proposed, seconded and **RESOLVED** to approve the payments for August and the bank reconciliations for July.

Coningsby Town Council									
Listing of transactions dated between 01/08/2025 and 26/08/2025									
Income:									
Voucher	Date	Ref.	Description	Type	Supplier / customer	Bank Account	Net	VAT	Total
1190	09/07/2025	BACS	Memorial	Receipt	William Kent	CTC acc.1	300.00	0.00	300.00
1191	08/07/2025	BACS	interment of ashes	Receipt	Chattertons	CTC acc.1	450.00	0.00	450.00
1192	23/07/2025	BACS	Memorial	Receipt	William Kent	CTC acc.1	150.00	0.00	150.00
1193	16/07/2025	BACS	Ashes - GOR	Receipt	Burial - Private	CTC acc.1	80.00	0.00	80.00
1213	16/08/2025	BACS	Ashes - GOR	Receipt	Michael H Sivill	CTC acc.1	150.00	0.00	150.00
1214	16/08/2025	BACS	New bench	Receipt	James Hallam Insurance	CTC acc.1	2,280.00	0.00	2,280.00
						Total:	3,410.00	0.00	3,410.00
Expenses:									
Voucher	Date	Ref.	Description	Type	Supplier / customer	Bank Account	Net	VAT	Total
1188	04/07/2025	DD	SK & AL	Payment	Nest pensions	CTC acc.1	-474.50	0.00	-474.50
1189	28/07/2025	BACS	Defib pads	Payment	LIVES	CTC acc.1	-104.95	-20.99	-125.94
1194	11/07/2025	SO	Vacuum	Payment	Smith construction LTD	CTC acc.1	-240.85	-48.17	-289.02
1195	17/07/2025	chq	NEED MORE INFO	Payment	Royal British Legion	CTC acc.1	-25.00	0.00	-25.00
1196	04/08/2025	DD	sk & al	Payment	Nest pensions	CTC acc.1	-474.50	0.00	-474.50
1197	01/08/2025	DD		Payment	Elgia Limited	CTC acc.1	-169.36	-33.87	-203.23
1198	26/08/2025	BACS	Hall hire	Payment	Coningsby Community	CTC acc.1	-24.00	0.00	-24.00
1199	26/08/2025	BACS	Mole control	Payment	Milday Properties Ltd	CTC acc.1	-350.00	-70.00	-420.00
1200	26/08/2025	BACS	Grass cutting	Payment	Ian Moore contracting	CTC acc.1	-1,465.83	-293.17	-1,759.00
1201	26/08/2025	BACS	Parts	Payment	Goodwins	CTC acc.1	-43.11	-8.62	-51.73
1202	26/08/2025	BACS	Grass cutting	Payment	John Ward	CTC acc.1	-363.00	0.00	-363.00
1203- 1207	12/08/2025	BACS	Salaries for all	Payment	x5 employees	CTC acc.1	-4,183.77	0.00	-4,183.77
1208	26/08/2025	BACS	speed watch installation	Payment	Lincolnshire County Cd	CTC acc.1	-400.00	0.00	-400.00
1209	26/08/2025	BACS	Concrete base AB containe	Payment	Ian Moore contracting	CTC acc.1	-4,675.00	-935.00	-5,610.00
1210	14/08/2025	DD	Water rates	Payment	Everflow	CTC acc.1	-52.68	0.00	-52.68
1211	12/08/2025	CARD	Cable tape	Payment	Ebay	CTC acc.1	-24.75	0.00	-24.75
1212	12/08/2025	CARD	Bearings	Payment	Ebay	CTC acc.1	-10.90	0.00	-10.90
1215	26/08/2025	BACS	Amazon stationary	Payment	Sarah- Louise Kulwicki	CTC acc.1	-20.38	0.00	-20.38
						Total:	-13,102.58	-1,409.82	-14,512.40

Proposed, seconded and **RESOLVED** to approve the payments for September and the bank reconciliations for August.

Coningsby Town Council									
Listing of transactions dated between 01/09/2025 and 17/09/2025									
Income:									
Voucher	Date	Ref.	Description	Type	Supplier / customer	Bank Account	Net	VAT	Total
1216	07/08/2025	BACS	Walking football	Receipt	Walking Football	CTC Acc. 2	292.00	0.00	292.00
1217	07/08/2025	BACS	Walking football	Receipt	North Kyme football club	CTC Acc. 2	60.00	0.00	60.00
1218	07/08/2025	BACS	ukulele	Receipt	Silverlions Ukulele	CTC Acc. 2	120.00	0.00	120.00
1219	07/08/2025	BACS	YOGA	Receipt	Angela Thorpe	CTC Acc. 2	48.00	0.00	48.00
1220	28/08/2025	BACS	YOGA	Receipt	Angela Thorpe	CTC Acc. 2	48.00	0.00	48.00
1227	05/09/2025	BACS	B13 & B14	Receipt	Michael H Sivill	CTC acc.1	3,500.00	0.00	3,500.00
1239	08/09/2025	BACS	2025-2026 Fee	Receipt	Coningsby FC	CTC Acc. 2	1,500.00	0.00	1,500.00
1243	08/09/2025	BACS	Tree Con dental	Receipt	Light up Coningsby	CTC acc.1	40.00	0.00	40.00
1244	08/09/2025	BACS	trees con pet & aquat	Receipt	Light up Coningsby	CTC acc.1	20.00	0.00	20.00
1245	04/09/2025	BACS	AES Dentcare	Receipt	Light up Coningsby	CTC acc.1	20.00	0.00	20.00
1246	03/09/2025	BACS	Cooleys trees x 3	Receipt	Light up Coningsby	CTC acc.1	60.00	0.00	60.00
Total:							5,708.00	0.00	5,708.00
Expenses:									
Voucher	Date	Ref.	Description	Type	Supplier / customer	Bank Account	Net	VAT	Total
1221	19/08/2025	CARD	Premium hosting	Payment	CLOUD NEXT	CTC acc.1	-21.85	-4.37	-26.22
1222	19/08/2025	DD	Mobile phone	Payment	EE	CTC acc.1	-31.00	-6.20	-37.20
1223	18/08/2025	DD	16 of 60	Payment	Smith construction LTD	CTC acc.1	-240.85	-48.17	-289.02
1224	09/09/2025	BACS	M5	Payment	HM Revenue and cust	CTC acc.1	-1,567.37	0.00	-1,567.37
1225	04/09/2025	BACS	MUGA lights install	Payment	J Parker electrical	CTC acc.1	-540.00	-108.00	-648.00
1226	25/09/2025	BACS	Speed sign install	Payment	J Parker electrical	CTC acc.1	-294.00	-58.80	-352.80
1228	01/09/2025	DD	X 3 areas	Payment	Ellgia Limited	CTC acc.1	-211.44	-42.29	-253.73
1229	25/09/2025	BACS	signs	Payment	Sprint Signs	CTC acc.1	-948.44	-189.69	-1,138.13
1230	01/09/2025	CARD	Hallmaster subs	Payment	Hallmaster	CTC acc.1	-220.83	-44.17	-265.00
1231	25/09/2025	BACS	Mole Control	Payment	Milday Properties Ltd	CTC acc.1	-350.00	-70.00	-420.00
1232	19/09/2025		War memorial - electric	Payment	npower business solut	CTC acc.1	-40.10	-2.00	-42.10
1233	19/09/2025	BACS	AB - Lights	Payment	npower business solut	CTC acc.1	-50.24	-2.51	-52.75
1234	19/09/2025	DD	Lighting AB	Payment	npower business solut	CTC acc.1	-79.35	-3.97	-83.32
1235	19/09/2025	DD	War memorial	Payment	npower business solut	CTC acc.1	-26.30	-1.32	-27.62
1236	10/09/2025	DD	Christmas lights supply	Payment	npower business solut	CTC acc.1	-7.43	-0.37	-7.80
1237	06/09/2025	DD	Moblle phone	Payment	EE	CTC acc.1	-31.00	-6.20	-37.20
1238	09/09/2025	CARD	Diary/calander	Payment	Amazon	CTC acc.1	-39.93	-7.99	-47.92
1240	29/08/2025	so	Bank fees	Payment	Lloyds Bank	(DIVSS) Diverse	-4.25	0.00	-4.25
1241	25/09/2025	BACS	Grass cutting	Payment	Ian Moore contracting	CTC acc.1	-1,466.83	-293.37	-1,760.20
1242	01/09/2025	DD	Phone and broadband	Payment	BT	CTC acc.1	-202.47	-40.50	-242.97
1247	15/09/2025	DD	Alan Barker pav	Payment	sse swalec	CTC acc.1	-86.55	-4.33	-90.88
1248	25/09/2025	BACS	External audit	Payment	PKF Littlejohn LLP	CTC acc.1	-630.00	-126.00	-756.00
1249	15/09/2025	DD	Water	Payment	Everflow	CTC acc.1	-55.62	0.00	-55.62
1250 - 1255	15/09/2025	BACS	Salaries	Payment	x5 employees	CTC acc.1	-3,670.43	0.00	-3,670.43
1253	15/09/2025	BACS	M6	Payment	HM Revenue and cust	CTC acc.1	-1,317.79	0.00	-1,317.79
1256	12/09/2025	DD	Community hall	Payment	Coningsby Community	CTC acc.1	-24.00	0.00	-24.00
1257	25/09/2025	BACS	Wasp nest removal AB	Payment	Milday Properties Ltd	CTC acc.1	-81.00	-16.20	-97.20
Total:							-12,239.07	-1,076.45	-13,315.52

25/26- 64. To note completion of external audit and except for matters reported

1. Section 2, Box 7 is incorrect due to a transcription error and should read £180,529.
2. Section 2, Box 8 is incorrect due to a transcription error and should read £180,529.
3. Section 1, Assertion 5, has been incorrectly completed. Information received from the smaller authority highlights that risk management arrangements were not reviewed and approved by the authority during the year. As a result, this assertion should have been answered 'No'.

The council noted these amendments needed.

25/26- 65. To adopt and approve a risk register for the council – see copy circulated

Proposed, seconded and **RESOLVED** to approve risk register.

Signed by chairman:

23.10.2025

25/26- 66. To amend standing orders for authorising paper ballot

Proposed, seconded and **RESOLVED** to approve the standing orders with amendment.

25/26- 67. To adopt and approve co-option policy for the council

Proposed, seconded and **RESOLVED** to approve the co-option policy.

25/26- 68. To adopt and approve cemetery regulations for Dogdyke Road cemetery

Proposed, seconded and **RESOLVED** to approve the co-option policy.

25/26- 69. Planning applications and decisions

1. Enforcement Case: 035/00046/25/S - A condition was attached to the planning permission to approve details of surface water drainage within 1 month of the planning permission approval. Owners have been written to, to ask that the details are submitted within the next 28 days.
2. Ref: S/035/02114/23 - erection of 150 no. dwellings with means of access to be considered, granted 29th April 2021. LAND AT LEAGATE FARM CROSS KEYS LANE CONINGSBYLINCOLN LN4 4RT. Comments submitted.

25/26- 70. School Lane Play area – Feedback from informal meeting and to discuss fencing condition

Cllr Olive reported that the current fencing condition is ok but should be considered on the next budget for some maintenance. The clerk was asked to speak with the play area caretaker and ask him to attend to the play area still and ensure the surfacing is swept.

25/26- 71. Pingle Nature reserve – Cllr Evison

Cllr Evison wanted to make the council aware that there have been concerns raised to him about the condition of the trees.

Proposed, seconded and **RESOLVED** for the Town Council to write to the LIONS and inform them of the concerns raised and ask them what they should be maintaining on the land.

25/26- 72. Clerk's report

1. Lease for hall car park, custodian Trustee docs, Land regs, name change with solicitors – no update at time of printing agenda.
2. Bench – outside Flaire, works have been issued.
3. Remembrance- Traffic management plan now required by LCC as part of the road closure documentation.

Proposed, seconded and **RESOLVED** for the clerk to obtain a traffic management plan via the chosen contractor and outsource the road closure arrangements.

4. Christmas arrangements – Lighting ceremony scheduled for 30th November 2025 at 6pm. Council members also discussed erection dates for all trees.

5. MUGA lights – installation complete for new lights. Issues with current position, clerk to speak with electrician.
6. MUGA Tokens for lights users and switch on times to be decided.

Proposed, seconded and **RESOLVED** for all tokens to be purchased in advance.

7. Container – no updates, council to consider putting rules/ guidance together for goods stored.

Proposed, seconded and **RESOLVED** for the clerk to make a list of rules for approval of the council.

8. Damaged headstone– Repairs has been issued, and damages have been paid for.
9. Thank you, letter, received from MOP for council’s support with poppy display.

25/26- 73. To resolve to move into closed session as required- Under the Public Bodies (admissions to meetings) Act 1960 and the Local Government Act 1972, ss 100 and 102

Proposed, seconded and **RESOLVED** to move into closed session.

Meeting closed at 8:42pm

1. School Lane play area

- I. Insurance claim report – No update from the insurer at the time of the meeting.
- II. Surfacing quotes to be decided

Proposed, seconded and **RESOLVED** to use contractor no2 for the works on the surfacing, providing that it is covered by the council’s insurance policy.

2. Alan Barker rabbit proof fencing quotes to be decided

Proposed, seconded and **RESOLVED** for clerk to write to all current quotes providers and ask for photos of pervious works completed.

3. Line marking – basketball court prices to be discussed

Proposed, seconded and **RESOLVED** for contractor 1 to be used.

4. Cemetery works – Quotes received for maintenance

Proposed, seconded and **RESOLVED** for clerk to engage with the landowners and request permission for access to the cemetery to remove excess soil build up. Soil to be removed by local farmer for free, council to have hedge cut back providing permission is granted for access.

5. Request for funding – 1 received

Proposed, seconded and **RESOLVED** for funding request to be approved.

Meeting closed at 9:11pm