

# Coningsby Town Council Meeting

## November 27<sup>th</sup>, 2025, at 7:30pm in Coningsby Community Hall

**In attendance:** With Councillor Matthew Mason as Chair, Cllrs: Mary Walker, Paddy Donnellan, Amanda Bowen, Ray Evison, Tabbi Bannister, Derek Mulholland and Ruth Sharples.  
Clerk – Sarah-Louise Kulwicki

**Public forum** – 7 members of public in attendance.

One member of public made the Council aware of some overgrown hedges which are encroaching on the highway and paths in places on Tumbly Road. The clerk was asked to report these on FixMyStreet.

### **25/26- 93. Welcome from Chairman**

The Chairman welcomed all present.

### **25/26- 94. 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 Olive, Waites and Moorhouse. County Cllr Matthews and District Cllr Foster also sent his apologies.

Proposed, seconded and **RESOLVED** to accept these apologies.

### **25/26- 95. 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.

None.

### **25/26- 96. Reports from County Councillor & District Councillors** if in attendance.

None.

### **25/26- 97. Notes previously circulated from October 23<sup>rd</sup>, 2025, meeting** – to resolve as correct record

Proposed, seconded and **RESOLVED** to accept the notes as minutes and the Chairman to sign.

### **25/26- 98. Notes previously circulated from 19<sup>th</sup> November 2025, extraordinary meeting** – to resolve as correct record

Proposed, seconded and **RESOLVED** to accept the notes as minutes and the Chairman to sign.

### **25/26- 99. Notes previously circulated from 20<sup>th</sup>, November 2025, HR and Finance meeting** – to resolve as correct record

Proposed, seconded and **RESOLVED** to accept the notes as minutes and the Chairman to sign.

### **25/26- 100. Budget Proposals required – to approve precept request for 2026/2027 and budget**

Proposed, seconded and **RESOLVED** to accept the current budget and apply for a precept of £182,155.19 which is an increase of 21.3%.

### **25/26- 101. Youth Group** – update from Cllr Bowen

Cllr Bowen reported that youth club has started back up again and Magna Vite are attending once a month to do some sports activities with children. She also told the Council that the next group of children are signed up to do the DofE. Cllr Mason thanked her for all her hard work.

**25/26- 102. To consider request from Lincs Police** - for extended lighting on the Allan Barker to decrease anti-social behaviour

Proposed, seconded and **RESOLVED** to put the floodlights on, on Friday, Saturday and Sunday from 5pm to 9pm for a trial period of 3 months.

Cllr Walker voted against this proposal.

**25/26- 103. To consider fee reduction request for Skate Jam**

Proposed, seconded and **RESOLVED** to leave the fees as they are, no reduction to be made.

**25/26- 104. Finances - To consider and approve payments as listed record payments, November 2025** – list with Councillors and October 2025 bank reconciliation x 5 accounts

Proposed, seconded and **RESOLVED** to approve the accounts for November and bank reconciliation for October.

**Coningsby Town Council**

**Listing of transactions dated between 01/11/2025 and 31/11/2025**

**Income**

Voucher	Date	Ref.	Description	Net	VAT	Total
1313	09/10/2025	BACS	Pav Hire	36.00	0.00	36.00
1314	10/10/2025	BACS	Pav Hire	48.00	0.00	48.00
1315	21/10/2025	BACS	MUGA hire	287.00	0.00	287.00
1317	04/10/2025	BACS	Katies Pet services	40.00	0.00	40.00
1320	21/10/2025	BACS	Salon 35	20.00	0.00	20.00
1323	27/10/2025	BACS	The Welby Practise	20.00	0.00	20.00
1324	27/10/2025	BACS	Cherries x 2	40.00	0.00	40.00
1325	29/10/2025	BACS	Cutting Cupboard tree	20.00	0.00	20.00
1326	29/10/2025	BACS	Hair and Beauty Studio	20.00	0.00	20.00
1340	03/11/2025	Chq	B25 and Tree for Methodist Chape	640.00	0.00	640.00
1347	05/11/2025	BACS	Tokens and trees	250.00	0.00	250.00
1358	07/11/2025	BACS	MUGA hire	272.00	0.00	272.00
1359	05/11/2025	BACS	YOGA	48.00	0.00	48.00
1360	04/11/2025	BACS	MUGA hire	36.00	0.00	36.00
1361	04/11/2025	BACS	Chipmunks	20.00	0.00	20.00
1362	05/11/2025	BACS	White Bull	40.00	0.00	40.00
1363	05/11/2025	BACS	Magic Wok	40.00	0.00	40.00
1364	05/11/2025	BACS	Bench install	556.00	0.00	556.00
1366	09/11/2025	BACS	Ginger Cow	40.00	0.00	40.00
1367	07/11/2025	BACS	Black Swan	40.00	0.00	40.00
				<b>2,513.00</b>	<b>0.00</b>	<b>2,513.00</b>

**Expenses**

Voucher	Date	Ref.	Description	Net	VAT	Total
1316	13/10/2025	CARD	password book	-6.66	-1.33	-7.99
1318	17/10/2025	DD	Vacuum	-240.85	-48.17	-289.02

Signed by Chairman:

22.01.2026

1319	17/10/2025	CARD	fire proof file storage	-20.40	0.00	-20.40
1321	23/10/2025	BACS	Play area surfacing and repairs	-4,000.00	-800.00	-4,800.00
1322	24/10/2025	BACS	Cemetery Plans initial discussio	-284.50	0.00	-284.50
1327	04/11/2025	BACS	Wages for M7	-126.17	0.00	-126.17
1329	24/10/2025	BACS	Acro Drains - Pavillion	-2,235.00	-447.00	-2,682.00
1330	24/10/2025	BACS	New Bench - Silver Street	-2,780.00	-556.00	-3,336.00
1331	27/11/2025	BACS	Hall hire	-24.00	0.00	-24.00
1332	03/11/2025	BACS	Organic patio cleaner	-19.98	-3.00	-22.98
1333	04/11/2025	CARD	files and envelopes	-52.20	-10.44	-62.64
1334	27/11/2025	BACS	Various	-86.32	-17.26	-103.58
1335	27/11/2025	BACS	Oct Grass cutting	-1,466.83	-293.37	-1,760.20
1336	15/11/2025	DD	Pavilion electric	-224.94	-11.25	-236.19
1337	27/11/2025	BACS	Mole control	-350.00	-70.00	-420.00
1338	27/11/2025	BACS	hedges and grass cutting	-709.00	0.00	-709.00
1339	27/11/2025	BACS	Training	-78.00	-15.60	-93.60
1341	06/11/2025	BACS	Mobile Phone	-31.00	-6.20	-37.20
1342	27/11/2025	BACS	Training - Clerk	-35.00	-7.00	-42.00
1343	03/11/2025	DD	X3 Sites	-169.69	-33.94	-203.63
1344	27/11/2025	BACS	Headstone repair	-275.00	-55.00	-330.00
1345	27/11/2025	BACS	RBL Wreath donation	-100.00	0.00	-100.00
1346	27/11/2025	BACS	CCTV	-1,380.00	-276.00	-1,656.00
1348 to 1354	14/11/2025	BACS	Wages for all	-3,761.73	0.00	-3,761.73
1353	14/11/2025	BACS	PAYE	-1,388.41	0.00	-1,388.41
1354	20/11/2025	DD	SK & AL	-474.50	0.00	-474.50
1355	27/11/2025	BACS	AB waterleak	-125.00	-25.00	-150.00
1356	27/11/2025	BACS	Remembrance Road closure	-606.00	-121.20	-727.20
1357	14/11/2025	DD	Water rates	-50.80	0.00	-50.80
1368	27/11/2025	BACS	Website Maintenance	-90.00	-18.00	-108.00
1369	27/11/2025	BACS	Bronze welcome packs	-274.50	0.00	-274.50
1370	27/11/2025	BACS	Memorial lights	-55.00	-11.00	-66.00
				-	-	
				<b>21,521.48</b>	<b>2,826.76</b>	<b>-24,348.24</b>

**25/26- 105. Planning applications and decisions**

- a) Ref: 03370/25/FUL - Planning Permission - Extension to existing dwelling to provide additional living accommodation. Farm Cottage Reedham Lane Coningsby Lincolnshire LN4 4RX. Full planning permission has been given.

**25/26- 106. Clerk's report**

1. Lease for hall car park, custodian Trustee docs now signed with solicitor, awaiting update. The clerk was asked to get a copy of the documents sent to NB Law.

**25/26- 107. To review the following policies, statements and procedures:**

- a. Accessibility statement to be reviewed

Proposed, seconded and **RESOLVED** to approve the accessibility statement.

**b.** Code of Conduct and to confirm Civility and respect for new Councillors

Proposed, seconded and **RESOLVED** to approve the code of conduct and Councillors signed the Civility and respect pledge.

**c.** Investment Policy to be adopted

Proposed, seconded and **RESOLVED** to adopt the investment policy.

**d.** Publication Scheme to be adopted

Proposed, seconded and **RESOLVED** to adopt the publication scheme.

**e.** Disciplinary policy to be reviewed

Proposed, seconded and **RESOLVED**.

**f.** Grievance Policy to be reviewed

Proposed, seconded and **RESOLVED**.

**g.** Complaints procedure to be updated

Proposed, seconded and **RESOLVED**.

**h.** Health and Safety policy to be adopted

Proposed, seconded and **RESOLVED** to adopt the health and safety policy.

**i.** Data Breach Policy to be adopted

Proposed, seconded and **RESOLVED** to adopt the Data Breach Policy.

**j.** Records retention Policy to be adopted

Proposed, seconded and **RESOLVED** to adopt the record retention policy.

**k.** IT policy to be adopted

Proposed, seconded and **RESOLVED** to adopt the IT policy.

**l.** Privacy Policy/Notice to be adopted

Proposed, seconded and **RESOLVED** to adopt the privacy notice.

**m.** Subject access request procedure to be adopted

Proposed, seconded and **RESOLVED** to adopt the subject access request procedure.

**n.** GDPR Security compliance checklist to be completed by each councillor

All Councillors present completed the GDPR checklist.