

ANNUAL PARISH COUNCIL MAY 2026 MINUTES

The **Parish Council** meeting was held on **Thursday, 7TH May 2026** at **7.00p.m.** in Hough on the Hill Church community area.

Present: *Councillors S Sharman (Chair), R Harris, L Rann, A Seage, District Cllr P Milnes* and 2 members of the public.

Clerk/RFO - Donna Lang

Cllr Sharman opened the meeting with a welcome to those present.

1/26 Election of Chairperson and signing of Declaration of Acceptance of Office *Cllr Sharman* was proposed by *Cllr Rann*, seconded by *Cllr Seage* and this was unanimously agreed, there being no other nominations. The Declaration of Acceptance of Office was duly signed.

2/26 Election of Vice Chairperson and signing of Declaration of Acceptance of Office *Cllr Harris* was proposed by *Cllr Rann*, seconded by *Cllr Seage* and this was unanimously agreed, there being no other nominations. The Declaration of Acceptance of Office was duly signed.

Cllr Sharman closed the meeting to enable public participation.

(Maximum 3 minutes per member of the public)

When members of the public may ask questions or make short statements to the Council. Chair to re-open the council meeting.

A MOP wished to enquire about the Panda lorries going through the village and how was the green triangle to be finished off. *District Cllr Milnes* advised that the Panda lorries query would be dealt with in her report later. The Chair said that several parishioners would like to see the triangle grassed over with daffodil bulbs and a "Welcome to Hough" sign. The Chair had already spoken to a local businessman who would kindly fund the sign but would the PC welcome donations from members of the parish in respect of the bulbs as the MOP thought it would be a good idea for each person donating to plant the bulbs as a memory. It was unanimously agreed that the Clerk would purchase grass seed and *Cllr Sharman* kindly offered to lay it. The Clerk will source quotations for a suitable sign.

3/26 To receive apologies and valid reasons for absence, these having been submitted to the Clerk prior to the meeting. Apologies for absence had been received from *Cllr Bamford* and *Cllr Powell Vreeswijk* who advised she would be arriving later at 7.30p.m.

4/26 To receive Declarations of Interest in accordance with the requirements of the Localism Act 2011 and receive Requests for Dispensations. None received.

5/26 To approve the draft notes as the Minutes of the Parish Council meeting held on Thursday 5th March 2026 and for the Chairman to sign them as the agreed minutes. It was proposed by *Cllr Rann*, seconded by *Cllr Seage* and resolved to approve the Parish Council Minutes. The Minutes were duly signed

6/26 To receive reports from County and District Councillors (for information only). These are attached to the Minutes (posted on website only).

7/26 To note the list of correspondence since the March meeting (correspondence list attached on website only). Noted. (posted on website only).

8/26 To co-opt a councillor. There are currently two vacancies which have been advertised on all noticeboards and website. No one has come forward to be co-opted. The vacancies will continue to be open until the vacancies are filled. Noted.

9/26 Any other business (received since posting of Agenda). The Chair is away for the September meeting (10/9/26) and proposed a change to Thursday 3rd September. It was proposed by the Chair, seconded by *Cllr Rann* and resolved to amend the date to Thursday 3rd September. The Chair reiterated again that donations of bulbs would be very helpful in the completion of the green triangle on Lower Road, Hough on the Hill.

Planning and Tree Matters:

10/26 None received. Noted.

Financial Matters:

11/26 To approve bank reconciliations for 31.03.26 and 30.04.26. The bank reconciliations had been checked by Cllr Sharman prior to the meeting. It was proposed by *Cllr Rann*, seconded by *Cllr Harris* and resolved to approve bank reconciliations. They were duly signed.

12/26 To note payment of £45 to Hough on the Hill Church in respect of use of church rooms for September, November 2025 and March 2026. Noted.

13/26 To note payment to Microsoft 365 Personal of £84.99 in respect of annual Microsoft subscription. Noted.

14/26 To note LALC invoice of £108.00 in respect of webmaster minutes for website. Noted.

15/26 To note increase of Clerk's current salary point following annual appraisal November 2025 with effect from 1st April 2026. Noted.

16/26 To note annual direct debit payment set up to SKDC for the removal of green garden waste bin at St. John's Church, Brandon in the sum of £55.00. Noted.

17/26 Resolution to approve the payment of Clerks expenses March and April 2026 £31.48. It was proposed by *Cllr Rann*, seconded by *Cllr Powell Vreeswijk* and resolved to approve clerk's expenses. They were duly signed.

18/26 To approve the Annual Governance Statement for the 2025-2026 Annual Governance and Accountability Return (AGAR) and for the clerk and chair to sign. It was proposed by *Cllr Rann*, seconded by *Cllr Powell Vreeswijk* and resolved to approve the AGAR statement. It was duly signed.

19/26 To note Internal Audit report and resolve any actions required. Noted.

20/26 To approve the Annual Governance Statement for the 2025-26 Annual Governance and Accountability Return (AGAR Form 2) (already checked by PC before the meeting) and for this to be signed by the Chair and the Clerk. It was proposed by *Cllr Rann*, seconded by *Cllr Powell Vreeswijk* and resolved to approve the AGAR statement. It was duly signed.

21/26 To approve the Accounting Statements for the 2025-26 Annual Governance and Accountability Return (AGAR (which has already been approved and signed by the RFO) and for this to be signed by the Chair (already checked by PC before the meeting)). It was proposed by *Cllr Rann*, seconded by *Cllr Powell Vreeswijk* and resolved to approve the AGAR statement. It was duly signed.

22/26 To note VAT claim return of £411.28. Noted.

23/26 To discuss and confirm arrangements for insurance cover with effect from 1 June 2026. The Council's current insurance arrangements with Clear Councils were confirmed. This was proposed by *Cllr Powell Vreeswijk*, seconded by *Cllr Rann* and resolved.

24/26 To note the dates for the period for the exercise of public rights, as set by the RFO. Dates are confirmed to be between 3rd June and 14th July 2026.

25/26 To discuss the change of email address to Gov.uk domain and the cost of doing so. The Clerk had already obtained a quotation from Cloud Next recommended by LALC. The costs are for a gov.uk domain name - £50 +VAT per year and email hosting - £49.99 + VAT per year. It was proposed by *Cllr Rann*, seconded by *Cllr Powell Vreeswijk* and resolved to approve the purchase of domain etc.

26/26 To review the following policies and procedures

(a) **Standing Orders;**

(b) **Financial Regulations.**

It was proposed by *Cllr Rann*, seconded by *Cllr Powell Vreeswijk* and resolved to approve.

27/26 To note the list of land and assets under the Asset Register as at April 2026. It was proposed by *Cllr Rann*, seconded by *Cllr Powell Vreeswijk* and resolved to approve.

28/26 Resolution to adopt IT and Freedom of Information Publication Scheme Policies (forwarded to all councillors prior to the meeting). It was proposed by *Cllr Rann*, seconded by *Cllr Powell Vreeswijk* and resolved to approve.

29/26 Resolution to change the date of the meeting in November from Thursday 12th November to Thursday 26th November 2026 due to clerk's absence on holiday. It was proposed by *Cllr Rann*, seconded by *Cllr Powell Vreeswijk* and resolved to approve the change of date.

30/26 To note works to be provided by CVS Volunteer Scheme:

- (i) **Entrance and exit gates to Brandon painted white;**
- (ii) **noticeboards in each village to have wood preservative; and**
- (iii) **entrance gate and bench in Hough Play area to have wood preservative.**

Noted.

31/26 Resolution to approve expenses incurred from CVS Volunteer Scheme, not known at present but not estimated to be more than £200. The Clerk had received a list of materials required to complete the works. It was agreed that the Clerk would visit Brewers (a local

decorators merchants) to source all the materials. It was proposed by *Cllr Rann*, seconded by *Cllr Powell Vreeswijk* and resolved to approve the purchase of materials required.

32/26 To note date of next meeting – Thursday 10th September 2026. Noted.

Please be advised that these are notes of the meeting taken by the clerk and cannot in any way be regarded as the official minutes of Council proceedings until they are approved and signed at the next meeting.

Attachments:

Correspondence List

Cllr P Milnes Report

Cllr K Bamford report

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Correspondence received since 1st March to 30 April 2026

Cllr Bamford Report

SKDC Remembrance trees day of reflection national covid day notice

Parishioner email re: large lorries going through Hough

SKDC Budget 2026/27 approval

LCC consultation on local government

District Cllr Milnes report

LALC News

Microsoft renewal subscription invoice £84.99

Locality questionnaire

SKDC age friendly communities questionnaire

Cllr Volunteer Schemes advice and guidance

Cllr S Allen resignation letter

Julie Edwards SKDC acknowledgement of resignation of S Allen

SK Community Awards Scheme

SKDC planning policy notification and consultations

Parishioner email re: consultation on Neighbourhood Plan

SKDC Notice of Draft Design Code Engagement Online workshop

Parishioner email re: Panda lorries through Hough

LALC enquiries

SKDC – appointment of examiner for Neighbourhood plan

V Clark – Internal audit

PFK Littlejohn AGAR documentation and external auditor instructions

SKDC NP – confirmation of processing representations submitted for the NP by public

CHB Trust invoice in respect of annual support costs £468.00

Parishioner email regarding ideas for completion of triangle at Lower Road, Hough

LALC – notification of resignation of Tony Shaw

LCC advice notice on flood notices in the parish

SKDC notification of household food waste

ICO Data protection fee invoice £47

Cllr Bamford – Community disco poster for Hougham PC
Cllr Bamford/P Milnes – Report back on Panda recycling trucks regarding travel restrictions through the villages
Currys – increase in charges to icloud back up from November 2026
LALC training bulletin
V Clark – End of year internal audit reports 2025-26
Cloud Next information on gov.uk domain
Cllr Bamford – roadworks alert notice
Crisis and Resilience Fund poster (put on all noticeboards)
SKDC direct debit mandate instruction – green bin at Brandon Church
SKDC – Funding search for new play equipment/maintenance enquiry
Gallagher Insurance quotation for June 2026-27
LALC News
SKDC – NP next steps update
LCC Parish newsletter
LCC – Volunteers programme – update on materials needed for works and commencement date

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Hough on the Hill Parish Council 5 March 2026

Report District Ward Councillor Penny Milnes

LGR

The Government consultation on proposals for Local Government Reorganisation (LGR) in Greater Lincolnshire continues.

You can participate by visiting the following weblink before the closing date of Thursday 26th March:

Proposals for local government reorganisation in Lincolnshire, North Lincolnshire and North East Lincolnshire - GOV.UK

The council's preferred proposal is the BEST4GreaterLincolnshire proposal which has been drawn up with North Kesteven. It suggests Greater Lincolnshire be reorganised as follows:

- A new unitary authority consisting of the Kestevens with South Holland.
- A new unitary authority consisting of the Lindseys with Boston and Lincoln.
- North and North East Lincolnshire unitary authorities would remain as they are now.

Full details of all the proposals for Lincolnshire are available here:

Proposals | Greater Lincolnshire LGR Hub.

When the consultation has concluded, the Government will assess the feedback and decide which proposal will be implemented.

An announcement on the Government's preferred outcome for Greater Lincolnshire is expected in July.

Food Waste

A reminder about the forthcoming introduction of food waste recycling.

It will commence from 12 April onwards on each household's ordinary collection day.

Small caddies are being delivered to all households in the district.

You might also like to share this link to a myth busting video:

https://youtu.be/W3x9LLAtpD0?si=1Dzi6xs_3yCt3rPA

Planning

- Local Plan continues to be on track for submission to the Inspectorate by 31 December 2026. It will include all the allocations required to fulfill the new government targets for housing growth. There are no allocations in this Ward.
- Design Code should be completed this summer and will include helpful and prescriptive requirements for developers.

SKDC Budget

South Kesteven District Council has approved its budget for the year ahead.

It includes plans to build strong communities, support vulnerable people and protect the environment.

Community projects benefit from an allocation of £200,000 and a programme of events across the District include preparations for the Newton 300 festival, which will be a celebration in 2027 of Lincolnshire's most famous son.

For the first time in many years, councillors voted to increase financial support for Citizens Advice – an organisation which offers support to people legal and financial difficulties.

Another eye-catching proposal is the introduction of mobile CCTV to deter illegal fly-tipping across the district.

The council also agreed a 2.99% increase to its share of Council Tax equivalent to an extra 11p per week, which is annual average increase of £5.66 for Band D properties.

Council Leader Cllr Ashley Baxter said: "SKDC's element of the Council Tax pays for the delivery of effective council services. Our focus remains on our five priorities: communities, environment, economy, housing and good governance.

"The modest increase helps to fund essential frontline services including refuse collection, street cleaning, planning, housing and CCTV.

"Tackling environmental crime, enabling economic opportunity and public events are also important public duties that we must pay for."

Council Tax bills for 2026/27 will soon land on doorsteps across the district.

They increase the average amount a household would pay for services provided by SKDC from £189.37 to £195.03 in 2026/27.

Out of every £1 of Council Tax collected by SKDC, 74p goes to Lincolnshire County Council and 15p to the Police and Crime Commissioner for Lincolnshire.

SKDC receives around 9p of each £1 collected, of which about 2p is passed on to town or parish councils.

The SKDC share pays for more than 100 services that it provides, from bin collections and social housing to ensuring takeaway and restaurant food is safe to eat.

For 2026/27, starting in April, the average Council Tax for a Band D property in South Kesteven will be £2,260 made up of:

- Lincolnshire County Council – £1673.01
- Police and Crime Commissioner – £333.09
- South Kesteven District Council – £195.03
- Parish/Town Council average – £58.87

Discounts and exemptions are available to some Council Taxpayers.

Full details can be found at www.southkesteven.gov.uk/benefits-and-support.

Help is available for those struggling to pay, including advice on benefits they may be entitled to, contact details of other agencies that may be able to offer support or setting up an arrangement to pay off arrears.

For information on Council Tax Support: www.southkesteven.gov.uk/benefits-and-support,

or contact SKDC's Revenue and Benefits Team direct on 01476 406080 (option 1).

Other agencies that may be able to help include:

South Lincs Citizens Advice – 0808 278 7996;

StepChange Debt Charity – 0800 138 1111;

National Debtline – 0808 808 4000.

A snapshot of some of the services provided by SKDC:

Abandoned vehicles; Council tax collection; Air quality; Alcohol, entertainment and leisure licensing; Allotments; Animal welfare licensing; Anti-social behaviour and community safety; Appeal your council tax bill; Appealing benefit claim decisions; Armed Forces Community Covenant; Arts centres and venues; Arts, leisure and culture; Benefits; Bins, street care, recycling and commercial waste; Bourne Corn Exchange; Building Control; Bulky waste collections; Business rates; Business rates relief; Car Parks; CCTV; Climate Change and Sustainability; Club premises certificate; Economic Development; Elections and voting; Emergency planning and business continuity; Environmental health; Food Hygiene Rating Scheme; Gambling and lotteries licensing; Garages to rent; Garden waste collections; Grants and assistance; Grass cutting, verges and trees; Heritage and tourism; Help with homelessness or those at risk of being homeless; Household Support Fund Grant; Housing; Listed Buildings; Local Land Charges; Markets and street trading; Mutual home exchange; Noise and pollution; Parks and playing fields; Planning (Development Management); Register to Vote; Safeguarding; South Kesteven Prosperity Fund; Sports and leisure; Street lighting; Street Name and Numbering; Taxi and private hire vehicle, driver and operator licensing; Temporary Event Notices; Youth Council.

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Dear fellow councillors,

Hough Councillor Report - March 2026

I am continuing to work with LCC to try and progress ongoing broader issues such as speeding, parking, roads and drainage (flooding), which are recurring themes across Hough.

In particular on roads, we are starting to look at how repairs are categorised and prioritised, and the quality of the repair itself, with more robust solutions, rather than fill patching.

Local Government Reorganisation (LGR): Our proposal was submitted to the government at the end of November, along with other proposals from other Lincolnshire councils. A public consultation has now started on all the proposals and is expected to last for 7 weeks. Details of our proposal and the work to date is at www.lincolnshire.gov.uk/yourlincolnshire.

Local Updates

Nothing to update.

All new issues that are proposed for LCC intervention should be logged in the PC meeting minutes and shared with Cllr Bamford. They will then be updated on in this report at the next meeting.

Thank you for your selfless service and continued vigilance in our community, we need everyone's eyes and ears to help ensure our area remains a safe and well cared for place to live.