

HOUGH ON THE HILL PARISH COUNCIL

SEPTEMBER 2026 AGENDA

Notice is hereby given that a meeting of **Hough on the Hill Parish Council** will be held on **Thursday 3rd September** at Hough on the Hill Church community area, commencing at **7 pm**.

Donna Lang, Parish Clerk

28th August 2026

15 Minute 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.

AGENDA

1. To receive apologies and valid reasons for absence, these having been submitted to the Clerk prior to the meeting.
2. To receive Declarations of Interest in accordance with the requirements of the Localism Act 2011 and receive Requests for Dispensations.
3. To approve the draft notes as the Minutes of the Parish Council meeting held on Thursday 7th May 2026 and for the Chairman to sign them as the agreed minutes.
4. To approve the draft notes as the Minutes of an EGM held on Tuesday 23rd June 2026 and for the Chairman to sign them as the agreed minutes.
5. To receive reports from County and District Councillors (for information only).
6. To note the list of correspondence since the May council meeting (attachment on website only)
7. Any other business.

Planning and Tree Matters:

8. To note tree works applications received from SKDC:

Section 211 Notice for the removal of two blossom trees at 6 Gelston Road, Hough on the Hill. Work allowed.

S26/1413 – 5 Day notice of removal of dangerous tree – The Limes, Gelston Road, Hough on the Hill. Approved.

9. To note planning applications received from SKDC:

S26/0756 – Proposed change of use from restaurant into residential use within existing building – Brownlow Arms, High Road, Hough on the Hill. Approved.

S26/0581 – Relocation of driveway access, new entrance gates and new boundary wall – Brandon Hall, Hall Lane, Brandon. Approved.

S26/1143 – Proposed replacement windows, Hough Manor, Folly Lane, Hough on the Hill.

S26/0822/23 – Installation of air source heat pump system and replacement windows, Greystones, Hall Lane, Brandon.

S26/0941 – Demolition of existing single storey and erection of single and two storey extensions to dwellinghouse, detached single storey garage workshop and section of boundary wall, Grooms Cottage, Hall Lane, Brandon.

S26/0436 – Construction of new building on paddock land for a cattery business, Brandon Lodge Cottage, Stubton Road, Brandon. Approved.

10. Play Area. To note play inspection reports received May 2026 from Wicksteed in respect of lifetime expectancy to include monthly reports for May, June, July and August. To request councillor volunteer to look into grant funding for remedial works to play area based on Wicksteed Annual Inspection Report.
11. Neighbourhood Plan Update. To note that the fact check version of the report is still in draft at present but once approved will be published on SKDC's website once the fact check process has been completed.
12. Resolution to adopt the following policies which have come into effect from May 2026. NALC have published four HR policies which include updated policies on paternity leave and pay, sickness absence, whistleblowing and bereavement. These updates are because of provisions of the Employment Rights Act 2025 coming into force.

Financial Matters:

13. To approve bank reconciliations for 31.05.26, 30.06.26, 31.07.25 and 31.08.26. The bank reconciliations had been checked by *Cllr Sharman* prior to the meeting.
14. Resolution to approve Letter of Engagement for V Clark as internal auditor for the following year.
15. Resolution to approve clerk's expenses in the sum of £85.36. To note Nalc payscale award from April 2026, backpay to be reflected in September salary.
16. To note the following invoices received and paid:

Clear Councils invoice for £790.37 in respect of annual insurance;

Wicksteed Play Report for £210.00 (annual to include life expectancy report);

ICO Data protection fee for £47 (annual);

Open Plan for £300.00 (further addendum required for Neighbourhood Plan update due to Government Guidelines change);

Grounds maintenance by Hough Gardening Services for April £524.00, May £524.00, June £524.00 and July £506.

CVS paint materials etc for gates at Brandon and noticeboards (Approved Min Ref: 30/26) for £107.27. Paid by clerk and refunded directly to clerk as per May meeting.

17. To note date of next meeting – Thursday, 26th November 2026.

Correspondence received since the May 2026 council meeting to 1 Sept 2026

Clear Councils Renewal Insurance

LALC Sign up to Security Industry Authority consultation

SKDC D Day Walks Colsterworth to Bourne

SKDC Community funding workshop

Cllr P Milnes – Recycling trucks through Hough update

Cllr K Bamford – May 2026 Report and Hough Fest 2026 poster

District Cllr P Milnes Report – May 2026

LALC In person Councillors Induction Event

LALC Enquiries

ICO Renewal Confirmation

Hough Gardening Services Invoice for April grass cutting £524.00

LN Correspondence newsletter – flood management

Signs of the Times sign quotation

Cloud Next confirmation of domain name

Lincs Ep Community Resilience newsletter

Cllr Bamford – support for constituents with heating costs

Cllr Bamford – roadworks alert

LCC Town and Parish News

SKDC Notice of planning S26/0755 – Brownlow Arms, Hough on the Hill – partial change of use of ground floor to residential use

SKDC advice notes on financial support for NP's

SKDC Notice of Planning S26/0581 – Brandon Hall, Brandon – relocation of driveway, new entrance gates and new boundary wall

SBA – Confirmation of acceptance of Certificate of Exemption for AGAR 2025/26

SKDC Drop in events consultation to bring action for climate change

LCC traffic restriction – Grantham Road and south of Gelston Road, 28/5/26-29/5/26

Cllr Bamford – Lincolnshire Bus Information

LALC News

LALC AGM – July 2026

Clear Councils Insurance Invoice £790.37 for Annual insurance premium

Wicksteed Invoice for play inspection and lifetime expectancy £210

Open Plan Consultants invoice £300 (Government Guidelines change. Addendum to NP statement required to reflect this for NP update)

NALC update on four HR policies

SKDC Community Awards winners 2026

SKDC Section 211 Notice – Removal of two blossom trees at 6 Gelston Road, Hough on the Hill

SKDC Notice of Planning S26/0806 – installation of 27 ground mounted solar panels, Eastern House, Lower Road, Hough on the Hill

Open Plan Consultants Limited – quotation for further works required on NP in the sum of £250 plus VAT

SKDC – Acknowledgement of Addendum and confirmation of dates for publication 18/6/26 – 2/7/2026

District Cllr P Milnes – comments on SKDC Planning S26/0806 – Installation of 27 ground mounted solar panels at Eastern House, Lower Road, Hough on the Hill

SKDC Decision Notice – S26/0436 – Construction of new building (cattery business) on paddock land to the rear of Brandon Lodge Cottage, Stubton Road Brandon – Approved

Cllr Bamford – roadworks alert

CHT – notification of works required at Brandon defib

LALC News

SKDC Notice of Planning S26/0941 – Demolition of existing single storey and erection of single and two storey extensions to dwellinghouse, detached single storey garage/workshop and boundary wall at Grooms Cottage, Hall Lane, Brandon

Parishioner request for help with regard to flooding outside their property at Grange Barn, Hough on the Hill

Local Government Reorganisation Parish Council briefing dates

Parish News

Hough Gardening Services Invoice – June £506.00

Defibrillator record – Brandon

Cllr Bamford - County Councillor Community Grant Fund

SKDC - Improvements to household waste recycling

SKDC Decision Notice S26/0581 – Brandon Hall, Brandon – relocation of driveway, new entrance gates and new boundary wall – Approved

Open Plan – Hough on the Hill Review Classification Note

Local Government Reorganisation

Steve Kemp – Clarification Note – further attachments

SKDC – Acknowledgement of Open Plan NP further documentation

LALC News

Elan City Radar quotation for solar panelled Speed indicator device

SKDC Notice of Planning S26/0822/0823 – Installation of air source heat pump and replacement of windows to north face at Greystones, Hall Lane, Brandon

SKDC Notice of Planning S26/1143 – Proposed replacement windows at Hough Manor, Folly Lane, Hough on the Hill

Parishioner email regarding speeding through Hough village

SKDC Decision Notice S26/0806 – installation of 27 ground mounted solar panels, Eastern House, Lower Road, Hough on the Hill – Approved

NALC Neighbourhood Plan Survey

Cllr Bamford Summer holiday dates

LCC Report of trees in central reservation Brandon triangle

V Clark Internal auditor letter of engagement

LGR Briefings presentation slides

Hough Gardening Services invoice for July grass cutting £506

LALC News

LCC Highways – update on Church Lane, Brandon flooding issues – residents advised

SKDC – Update on NP

LALC News

SKDC – Grant funding options for play area