

SEPTEMBER 2026 MINUTES (DRAFT)

The **Parish Council** meeting was held on **Thursday, 3rd September 2026** at **7.00 p.m.** in Hough on the Hill Church community area.

Present: *Councillors S Sharman (Chair), R Harris and M Powell-Vreeswijk.* No members of the public present.

Clerk/RFO - Donna Lang

Absent: *Councillors L Rann and A Seage, District Cllr P Milnes.*

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

33/26 To receive apologies and valid reasons for absence, these having been submitted to the Clerk prior to the meeting. *Cllrs Rann, Seage and District Cllr Milnes* had advised prior to the meeting of their absence. *Cllr Bamford* advised that he would be arriving late to the meeting and would be leaving early to attend Marston PC meeting.

34/26 To receive Declarations of Interest in accordance with the requirements of the Localism Act 2011 and receive Requests for Dispensations. There were none.

35/26 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. It was proposed by *Cllr Harris* seconded by *Cllr Powell-Vreeswijk* and resolved to approve the Minutes. The Minutes were duly signed.

36/26 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. It was proposed by *Cllr Harris* seconded by *Cllr Powell-Vreeswijk* and resolved to approve the Minutes. The Minutes were duly signed.

Cllr Bamford arrived at 7.09p.m.

37/26 To receive reports from County and District Councillors (for information only). *District Cllr Milnes* did not submit a report. *Cllr Bamford* read out his September report which is attached (website only).

38/26 To note the list of correspondence since the May council meeting (attachment on website only). Noted.

39/26 Any other business. *Cllr Sharman* read out a report which was the result of all members of the PC contributing to ideas to put in place over the next twelve months.

1. To investigate the possibility of an emergency plan which has been proposed before, though feedback from potential volunteers was limited. He felt it was time to revisit this initiative and look to operate on three levels consisting of a local list of phone numbers of volunteers who would be prepared to help individuals who may need some localized and low key support, tapping into locals who may or may not require co-ordination (localized natural disasters – flooding, beast from the east etc) and national disasters, a national response of a more concerted and coordinated battle box in All Saints Church;
2. Open Gardens (which had been successful in the past);
3. Future of the playground in Hough;
4. The ongoing maintenance of the triangle at New Hill, Hough:

5. Priority to raise funds for a further SID (speed indicator device) noting that the present volunteer (Andrew Barrett) does a consistently magnificent job of moving them around monthly to the three villages; and
6. Raise the profile of All Saints Church and develop its potential as a community hub.

All the above require further consideration, a marketing consultation campaign and in some cases funding to be raised.

Cllr Bamford left the meeting at 7.37p.m.

Planning and Tree Matters:

40/26 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. Noted.

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

41/26 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. Noted.

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

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

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

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. Noted.

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

42/26 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. *Cllr Powell-Vreeswijk* will do some research on the criteria for the LCC grant funding of £15,000.

43/26 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. Noted.

44/26 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. It was proposed by *Cllr Harris* seconded by *Cllr Powell-Vreeswijk* and resolved to approve the adoption of the policies.

Financial Matters:

45/26 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. It was proposed by Cllr Harris seconded by Cllr Powell-Vreeswijk and resolved to approve the bank reconciliations. They were duly signed.

46/26 Resolution to approve Letter of Engagement for V Clark as internal auditor for the following three years. It was proposed by Cllr Harris seconded by Cllr Powell-Vreeswijk and resolved to approve the letter of engagement. It was duly signed by the Chair and Clerk.

47/26 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. It was proposed by Cllr Harris seconded by Cllr Powell-Vreeswijk and resolved to approve the clerk's expenses.

48/26 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. Noted.

49/26 To note date of next meeting – Thursday, 26th November 2026. Noted.

The meeting closed at 8.09p.m.

Attachments:

Correspondence list

Cllr K Bamford report

Councillor Ken Bamford

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Dear fellow councillors,

Hough Councillor Report - September 2026

LCC Updates.

Key updates on LCC Councillor business are now consolidated centrally and available [here](#).

As we all return from a well-earned Summer break, I wanted to take this opportunity to outline the way I would like us to continue to work together to resolve local issues going forward. Most of you know by now that I will always help if I can, but I need you to help me by ensuring local residents understand how their voices and involvement is critical in our collective success. Therefore please feel free to share this across your community noticeboards and village pages.

Working Together to Resolve Local Issues: A Shared Responsibility

As communities, we all want to see local problems addressed quickly and effectively. Whether the issue relates to highways, drainage, parking, street lighting, public rights of way or other local concerns, the most successful outcomes are usually achieved when residents, parish councils, and public bodies each play their part.

Whilst Councillors can raise concerns and make enquiries on behalf of residents, we are not involved in operational decision-making, resource allocation or maintenance scheduling.

Nor can we influence how operational teams prioritise their workloads or direct them to undertake particular works ahead of other reported issues. To attempt to do so would be constitutionally unethical and unfair. The best way to influence is to gather evidence and make a case for action.

Councillors are representatives and advocates for their communities, but should not be perceived or used as an extension of operational management, escalation or complaints teams.

Where residents believe that a situation presents an immediate danger or requires urgent intervention, they should contact the emergency services and / or council directly through the appropriate reporting channels. The LCC customer services contact number is **01522 552222**.

They can also make a complaint directly to the council here if they feel they are not receiving the level of service expected: <https://www.lincolnshire.gov.uk/comments-feedback/make-complaint>

Start Local

Residents are encouraged to raise concerns through the appropriate reporting channels in the first instance. In many cases this is the quickest and most effective route to securing action.

Where an issue affects a wider community, the local Parish Council is often best placed to coordinate concerns, gather evidence, identify patterns, and present a collective view. Parish Councils have an important role as the first tier of local democracy and can often achieve greater influence when speaking on behalf of their community.

Residents should:

- Report faults or concerns directly to the relevant council service area.
- Use Fix My Street.
- Raise recurring issues with their Parish Council.
- Record evidence such as photographs, dates, times and incident locations.
- Encourage neighbours experiencing the same problem to contact LCC.

Multiple reports from affected residents frequently provide a stronger evidence base than a single complaint. Compile evidence, keep correspondence, challenge LCC directly.

Helping Ourselves as Communities

Communities are more influential than they realise. There are many legitimate ways for residents and local organisations to campaign for improvements, including:

- Submitting petitions.
- Participating in public consultations.
- Speaking at meetings where public participation is permitted.
- Engaging with Parish Councils and community groups.
- Working collectively to gather evidence and demonstrate the scale of a problem.
- Responding to surveys, consultations and policy reviews.
- Contacting the relevant service areas directly.

The stronger and broader the evidence, the easier it becomes for decision-makers to assess priorities and justify intervention.

My Commitment as Your County Councillor

My role is to represent communities, advocate on significant issues, and help residents navigate the appropriate processes when necessary.

However, councillor involvement should generally be the exception rather than the starting point. Most issues can and should be resolved through the normal service routes available to all residents.

Where established processes have been exhausted, where there is evidence of a serious unresolved issue, or where a matter has wider strategic implications for a community, I may be able to assist by making enquiries, seeking clarification, or ensuring concerns have been properly considered.

Practical Principles and Useful Rule of Thumb for Residents

Report locally

Raise collectively

Keep evidence and records

Escalate appropriately

Involve me as County Councillor only when normal channels have been exhausted.

By working together in this way, communities become stronger, local voices become more effective, and public resources and my time can be directed where they are needed most.

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.

Correspondence received 1st May – 31st August 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

LCC – Request for winter salt bag renewal

Decision Notice S26/1413 – The Limes, Hough on the Hill – Removal of dead tree. Approved.

NALC Revised Payscales effective from 1 April 2026

Electrical Safety Fund opening for grants etc

SKDC Informal street names to become official notification