

Toft Newton Parish Council

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Website: <https://toft-newton.parish.lincolnshire.gov.uk>

Minutes of the Parish Council Meeting

Tuesday, 7th July 2026

Toft Newton Village Hall, Washington Drive, Newtoft, near
Market Rasen, Lincolnshire, LN8 3NN.

Members Present:

Parish Councillor R Nelson (Chairperson)

Parish Councillor B Carpenter

Parish Councillor J Roson

Parish Councillor N Grimmett

Parish Councillor O Nelson

In attendance:

Michael Lewis, Locum Clerk

Lesley Keast, Parish Council Clerk / Responsible Financial Officer / Proper Officer

Natalie Mellors, Playground Warden

There were no members of public present

Meeting started at 18:21

Parish Council Meeting

Agenda Item Business Transacted Number

The Locum Clerk suggested starting the meeting prior to the 18:30 advertised start time, as there had not been any members of the public present at the preceding Parish meeting, in his view, it is therefore unlikely that any members of the public will attend the Parish Council meeting.

It was agreed unanimously to start earlier than the advertised start time.

Therefore, the Parish Council meeting started at 18:21.

2026-27/078 Introduction Of The New Clerk

The Locum Clerk introduced the newly appointed Clerk, Lesley Keast to Councillors.

2026-27/079 Attendance

The Locum Clerk as the Proper Officer has recorded the attendance of this meeting above.

2026-27/080 Apologies

In accordance with the Local Government Act 1972, apologies were received and accepted by the Council from:

- Parish Councillor R Gibbs – a family commitment prevented him attending.
- Parish Councillor C Roson – work related reasons prevented him attending.

2026-27/081 Declaration Of Interests

No declarations of interests were recorded.

The Locum Clerk explained that in response to the **English Devolution and Communities Empowerment Act 2026** coming into force on the 29th of June 2026, he had produced a table that showed the currently registered interests of Councillors. The table is based on a similar table that is used by Bassetlaw District Council to summarise the pecuniary and non-pecuniary interests of Councillors at Parish Councils in their area.

Councillors will be provided with a copy after the meeting.

It was agreed not to upload this table to the website, as there is a direct link to the official Declaration of Interests forms as held by West Lindsey District Council on our website.

The Proper Officer will bring a copy of this table to Parish Council meetings, to ensure that all declarations of interests are recorded correctly.

2026-27/082 Ratification Of The Appointment Of The New Clerk

The Locum Clerk explained that following a recruitment process earlier this year, two candidates were invited for informal discussions with Councillors R Nelson and B Carpenter and the Locum Clerk. Subsequently a decision was made to appoint.

As discussed at the Personnel Committee meeting on Thursday, the 2nd of July 2026, and because the post is a Statutory Post in the Local Government Act 1972, Councillors are legally required to ratify the appointment of a new Parish Council Clerk, Responsible Financial Officer and Proper Officer.

Councillors were, therefore, asked to confirm the appointment of Lesley Keast as the new Parish Council Clerk, Responsible Financial Officer and Proper Officer, starting immediately.

Resolution:

*Councillors confirmed the appointment of **Lesley Keast** as the Parish Council Clerk, Responsible Financial Officer and Proper Officer*

Proposed by: Councillor R Nelson

Seconded by: Councillor B Carpenter

Agreed by all Councillors.

The Locum Clerk will now facilitate an orderly handover.

The Chairperson and Parish Council Clerk signed copies of the Contract of Employment.

2026-27/083 Public Participation

As there were no members of the public present, there was no need for a public participation section of the meeting.

However, the Locum Clerk returned to the subject of the perimeter hedge being cut twice in a short period of time, as raised at the preceding Parish meeting, and confirmed that he will contact our Contractors to arrange a late autumn hedge cut as opposed to a winter cut.

The following is the minuted record for this discussion during the Parish meeting:

A resident had sent a message via the Playground Warden wanting to know why the hedge around the perimeter of the playing field was cut twice in the space of just two weeks earlier this year, stating the hedge looked "butchered".

Note: The Wildlife and Countryside Act 1981 prohibits hedge cutting between the 1st of March and the 31st of August each year.

What happened this year was that the Parish Council contractor cut the hedge in the playing field in accordance with the annual plan that is in place in January 2026, then in February 2026 the farmer also cut the hedge back, but on their side of the hedge, this left the hedge looking bare in places.

The Clerk will contact the hedge cutting contractor to ask if going forward they can cut the hedge back in the late autumn rather than in the winter.

Parish Councillor R Gibbs arrived at 18:35 and gave his apologies for arriving late.

Councillor Gibbs was welcomed to the meeting and introduced to Lesley Keast. The revised attendance list is as follows:

Members Present:

Parish Councillor R Nelson (Chairperson)
Parish Councillor B Carpenter
Parish Councillor J Roson
Parish Councillor N Grimmett
Parish Councillor O Nelson
Parish Councillor R Gibbs (Vice-Chairperson)

In attendance:

Michael Lewis, Locum Clerk
Lesley Keast, Parish Council Clerk / Responsible Financial Officer / Proper Officer
Natalie Mellors, Playground Warden
There were no members of public present

2026-27/084 Approval Of Minutes Of The Previous Parish Council Meetings

The minutes for the extra ordinary meeting held on the 23rd of June 2026 were approved, unanimously. The Chairperson signed these minutes.

The newly appointed Clerk raised an issue with the minutes of the 2nd of July 2026 Personnel Committee meeting; this is noted here for the benefit of the full Council.

Agenda item number 2026-27/069 incorrectly states that Lesley Keast is a Chartered Accountant, this is incorrect. She does however, have extensive accounting experience in a range of sectors.

The Consultant to the Council will add an addendum to the Personnel Committee meeting minutes of the 2nd of July 2026, so that at the September meeting of the Personnel Committee the committee can approve the draft minutes as previously publicised, but with the correction attached.

2026-27/085 Report By The Locum Parish Clerk

The Locum Clerk provide a verbal report on his meetings with Alice Lyall, the Warden at St Michael's Church in Newton by Toft and his attendance at the Trent Supercluster Consultation event that was held on the 2nd of July 2026 at Corringham Village Hall.

St Michael's Church

St Michael's Church asked if Toft Newton Village Hall had a licence that allowed them to show films, as some of the children in the parish had expressed a wish to have a film club.

Councillor R Nelson, as the Chair of Toft Newton Village Hall Association, confirmed that the Village Hall do not have a licence, but that if the Church applied for a licence they would be more than welcome to use the Village Hall. The Consultant to the Council will convey this information to Alice Lyall.

The Locum Clerk wanted to place on record his "thanks" to St Michael's Church, for posting on their Social Media channels about the Parish Meeting held immediately prior to this meeting.

Trent Supercluster Consultation Event

The Locum Clerk attended the consultation event to see if there was any possibility of the parish of Toft Newton being able to access funding via the Trent Supercluster initiative. While unlikely, there is a slim possibility that if sufficient numbers of residents or organisations from outside of the consultation area, then there might be further consultation with an enlarged area.

Toft Newton is approximately twenty minutes' drive from the most easterly boundary of the consultation area.

The Locum Clerk made some contemporaneous notes following his attendance at the event, these can be viewed on our website:

<https://toft-newton.parish.lincolnshire.gov.uk/downloads/file/162/trent-supercluster-contemporaneous-notes-02-07-2026>.

Further information on the Trent Supercluster is also available on our website; the current round of consultation events runs until the latter half of August.

The Locum Clerk also provided a summary of some of the other correspondence that he has had in the last month or so.

2026-27/086 Update And Minutes From The Personnel Committee

The Locum Clerk reminded Councillors that the Personnel Committee's decisions need to be ratified by the full Council before they apply.

Councillors were asked to note the Personnel Committee Terms of Reference as previously circulated. These were adopted by the Personnel Committee on the 2nd of July 2026, and ratified by the full Council today.

The Personnel Committee agreed to annualise the hours of the Clerk's post to 156 hours per year, rather than state the post is 3 hours per week – this will allow greater flexibility during busier times. And to provide an annualised pot of overtime to be used as required, but to be agreed with the Chair of the Personnel Committee in advance of use.

Resolutions:

Resolution 1:

The Full Council resolved to accept the recommendation of the Personnel Committee; to agree to the formalisation of an annualised hours scheme to be implemented immediately.

and

Resolution 2:

The Full Council resolved to accept the recommendation of the Personnel Committee; that is accept Option 2 (up to a maximum of 26 hours annually) with regards to implementing an annualised pot of overtime hours that can be used during peak periods, and during the induction of a new Clerk.

Councillors were also asked to note the following minutes:

- Personnel Committee meeting held on the 2nd of July 2026 – as detailed at 2026-27/084 these minutes do need an addendum adding.

2026-27/087 Parish Update

The Locum Clerk confirmed that all recent Avian Influenza cases had been closed and that national restrictions were now lifted.

The Locum Clerk reminded Councillors that the Parish Council receives copies of reports for all issues reported within the parish using the FixMyStreet app or website or via the Lincolnshire County Council website. There have been around 30 reports so far this year, although only 2 or 3 reports in the last 6 weeks or so.

Councillors raised an issue of an overgrown garden on Fairfax Close, where the weeds have started to encroach over the public footpath and making it difficult to pass.

Additionally, Councillors were concerned that the recent weedkilling treatment only appeared to have been applied to random weeds, missing the block paved areas, at the base of walls and around street furniture completely.

The Consultant to the Council will report these issues.

2026-27/088 Consideration Of The Outcome Of The Parish Meeting

As Councillor Gibbs missed the preceding Parish meeting, the Locum Clerk recapped the meeting and confirmed that we will submit a response that states we cannot support either side in the Faldingworth Defence Limited vs the HSE appeal hearing due to the lack of information provided or publicly available.

The following is taken from the minutes of the Parish meeting, and will be forwarded to the HSE ahead of the upcoming hearing.

- Due to the lack of information in the public domain about the variation of the licence, we cannot comment on it, therefore, we cannot support either Faldingworth Defence Limited or the Health and Safety Executive in the upcoming appeal hearing.
- We accept that the lack of information in the public domain is likely to be due to commercially sensitive or security related issues. However, as part of the former RAF Faldingworth Airbase is in our parish, we should have been furnished with information that would have allowed us to have a proper, just and informed discussion on this issue. In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960, as amended by section 100a of the Local Government Act 1972, schedule 12a, parish councils' can resolve to exclude members of the public and press, so that they can discuss information that should not be in the public domain. Therefore, had we been provided with sufficient information, we may have been able to make an informed and just decision to support either side in this hearing.
- Lastly, our objectives as a parish council are to champion the rights of residents, voluntary and charitable organisations and businesses within our parish, we are therefore, usually keen to support opportunities for education, training and employment, improvement of the housing stock, community spaces, the infrastructure, the history and heritage of the parish, the protection and enhancement of our fantastic natural environment. We therefore ask that you consider these objectives when making your decision on the variation of Faldingworth Defence Limited's explosives licence.

2026-27/089 PSTN Switch Off

The government has confirmed that all analogue “public switched telephone networks” will be switched off by the 31st of January 2027, and will be replaced by digital telephone services instead.

The Locum Clerk provided a poster that has been produced by Phonely, advising residents and businesses that they need to prepare for the switch over. The switch over may impact local telephone services, burglar alarms, telecare pendant devices' and more.

As yet, there is not a confirmed date for the Market Rasen exchange to be switched off, but it will be within the next 6 and a bit months.

Further information and the poster is available on our website:

<https://toft-newton.parish.lincolnshire.gov.uk/news/article/29/analogue-telephone-network-switch-off>.

Councillor Grimmett stated she would share it on social media for wider reach.

2026-27/090 Toft Newton Village Hall And Newtoft Social Club Update

Councillor R Nelson provided an update. Both are doing well because of the increased usage of the Village Hall by the football clubs that are based here and by non-football related hirers too.

The football teams that hire the Village Hall are:

- Newtoft United
- Carlton Mustangs and
- Carlton Cobras

Members of the Football Teams are encouraged to become members of the Social Club.

Newtoft Social Club held it's AGM in June and elected new members on to their committee.

The rebuilt Village Hall will have been open for 10 years this October.

2026-27/091 Planning

The parish of Toft Newton has such a small number of planning applications each year that when planning applications are forwarded to the parish council by the Local Planning Authority, it is important that we try to respond.

WL/2026/00598 – Ings Farm, Toft Lane, Newton by Toft, LN8 3NF – Planning application for change of agricultural land to a secure dog walking field.

We received this planning application after the agenda for this meeting had been circulated, so information and a revised agenda were forwarded to Councillors the day before the meeting.

The Locum Clerk stated that as this planning application supports the Central Lincolnshire Local Plan policy S5, which is about diversification of agricultural land and increases the biodiversity habitats on site, it is likely to be approved.

There was a discussion about whether local residents would use the dog walking area, it was felt that there would be general support for a secure dog walking area within the parish.

Councillors agreed to submit comments that state no objections. The Locum Clerk as Consultant to the Council will submit a response in due course.

WL/2025/00687, Proposed poultry farm at Faldingworth.

There is still no update on planning application WL/2025/00687. However, this will almost certainly be going to the West Lindsey District Council Planning Committee at some point, so the Locum Clerk shared the dates of the Planning Committee meetings between now and the end of 2026.

Local and National Planning Policy Updates

Additionally, Councillors were asked to note that the Central Lincolnshire Local Plan is currently being revised based on national changes to the:

- National Policy Planning Framework (NPPF).
- Local Planning requirements.
- Neighbourhood Planning.
- Spatial Development Strategies.
- Strategic Planning Boards.

As a result, Central Lincolnshire (comprising West Lindsey District Council, the City of Lincoln Council, and North Kesteven District Council) have begun to revise various aspects of the 2023 Local Plan, there will be several consultations during the coming months / years.

Lincolnshire Minerals and Waste Local Plan

The Locum Clerk provided an update on the Lincolnshire Minerals and Waste Local Plan, the only reference to the Toft Newton parish in the draft plan is the location of the water treatment plant based on the former RAF Faldingworth Airbase. It was therefore agreed that as a Parish Council we do not need to respond to the current consultation.

Permitted Development Rights

The Locum Clerk stated that he would like to respond to the Permitted Development Rights; schools, assets of community value, defence and conservation consultation as the Big Wood is currently a registered asset of community value, and therefore, this consultation might have significance. The deadline is the 5th August 2026.

The consultation document can be viewed at:

<https://www.gov.uk/government/consultations/permitted-development-rights-schools-assets-of-community-value-defence-and-conservation>.

2026-27/092 Parish Council Updates

The following **MANDATORY** policies were approved:

- Vexatious Complaints Policy
- Equality, Diversity and Inclusion Policy
- Anti-Harassment Policy (Sexual and General)
- Modern Slavery Policy
- Safeguarding Vulnerable People Policy
- Communication Policy
- Pay Policy
- Employee and Volunteer Expenses Policy
- Homeworking Policy
- Flexible Working Policy
- Equality and Diversity in Employment Policy
- Annual Leave Policy

- Emergency Dependents Leave Policy
- Carer's Leave Policy
- Compassionate Leave Policy
- Disciplinary Policy
- Grievance Policy

Resolution:

Toft Newton Parish Council resolved to adopt the policies as detailed above and further resolve these policies will apply from the conclusion of this meeting.

The following **ADVISORY** policies were also adopted, as deferred from the 23rd of June 2026, those being:

- Employee Code of Conduct
- Dignity at Work Policy

Resolution:

Toft Newton Parish Council resolved to adopt the policies as detailed above and further resolve these policies will apply from the conclusion of this meeting.

All approved policies will be added to the website:

<https://toft-newton.parish.lincolnshire.gov.uk/downloads/download/21/council-policies?downloadID=21>.

The following policies were deferred to the 8th of September meeting, as due to the illness of the Locum Clerk, these policies are not fully ready yet:

MANDATORY

- Maternity, Paternity and Adoption Leave Policy and forms
- Staff Appraisal (including Probationary Meetings) Policy and forms
- Whistleblowing Policy
- Training and Development Policy
- Sick Leave Policy

ADVISORY

- Environmental and Sustainability Policy
- Menopause Policy
- Domestic Abuse Policy
- Social Media Policy
- Grant Making Policy

Social Media

There was a Councillor-led discussion about whether or not the parish council should have its own presence on social media. The Locum Clerk advised that the Social Media policy would need to be approved before any pages, groups or profiles can be set up. He asked that we come back to this subject at the September meeting.

The Parish Council Clerk and Consultant to the Council will discuss this with Councillors prior to September to devise a plan and a robust policy.

Logo Design Competition

Councillors were asked to consider the Logo Design Competition paper submitted by the Locum Clerk.

It was agreed that a Logo Design Competition be held over the Summer, that all residents can enter, except Councillors and employees of Toft Newton Parish Council, but their partners and children can enter, that children will need their entry to be submitted by their parent and that entrants should indicate if AI has been used in their design.

A prize of a £25 gift card will be presented to the winning entry at the September 2026 meeting.

Councillor Grimmett will share details on social media.

2026-27/093 Report By The Responsible Financial Officer – 2024-25 Year End Process
The Locum Clerk acting as the Responsible Financial Officer advised that PKF Littlejohn LLP had asked for some further information and this has been provided, but to date we have not received the final 2024-25 year-end report from the external auditor.

The government recently identified a backlog of local audits at all levels, from parish councils through to the external auditor, so this might be contributing to the delay in receiving the final report.

2026-27/094 Report By The Responsible Financial Officer – 2025-26 Internal Audit
The Locum Clerk acting as the Responsible Financial Officer provided copies of the Internal Audit report – most of the issues identified are either now covered by the adoption of policies see 2026-27/092 or will be covered in time for the September 2026 parish council meeting.

The LALC Internal Audit process has been designed to cover every size Town or Parish Council, so some aspects do not apply to Toft Newton Parish Council, but it was a really useful and interesting process to go through, and is far superior to previous arrangements.

Using LALC for the Internal Audit process, adopting the policies that we have adopted and making a few extra changes to policies and procedures will ensure that Toft Newton Parish Council is a very good, well managed, more professional Council.

One area that the Internal Auditor suggested we could explore is the Local Council Award Scheme, the Locum Clerk has compared the criteria for the Bronze Award to current practices, policies and procedures. There are only a handful of areas that cannot currently be evidenced as being met, these include:

- A current year action plan that relates to community engagement.
- We do not have any significant evidence on our website of community engagement in the current or previous municipal years.
- We have not previously evidenced that we have considered the impact of our functions and decisions on crime and disorder in the local area.
- We have not signed up to the Civility and Respect Pledge.
- We do not currently have a Clerk who has achieved 12 Continuous Professional Development (CPD) points in the previous year.

The Training and Development policy that the Consultant to the Council is developing will explain how CPD points are earned.

As Locum Clerk, the Consultant to the Council has created a report template, so that all future reports to council consider various issues including financial implications and the impact on crime and disorder.

The Consultant to the Council will also upload information to the website about previous community consultations.

Gov.uk E-mail Addresses

Councillors were asked to consider the report submitted by the Locum Clerk on moving all Councillors, employees and volunteers to the premium package as provided by Parish Online.

Resolutions

Resolution 1:

Toft Newton Parish Council resolved to move to the Parish Online Premium Package as outlined in the report above, and that this move to Parish Online should be implemented as soon as possible.

and

Resolution 2:

Toft Newton Parish Council resolved that funding be allocated on an ongoing basis into the E-mail Provision budget heading / expenditure code E/029, and that the budget of £200 in Website Support E/027 for 2026-27 be reallocated to E/029 and split across the 2027-28 and 2028-29 financial years to go towards meeting the increased costs.

2026-27/095 Bank Mandate Update

Due to some information not being available at the meeting, this will be deferred but will be completed in between meetings as the sooner this is updated and the new Responsible Financial Officer (RFO) has full access to the bank, the sooner she can take on the RFO duties.

It has previously been agreed the account signatories will be: Councillors R Gibbs, J Roson and B Carpenter, Lesley Keast (the new Clerk) and the Locum RFO (as the Consultant to the Council) to sign the bank mandate forms.

The Clerk will also complete the Debit Card mandate form.

As previously agreed, all payments will require two account signatories to approve them, via the online system, which will shortly be available via a smartphone banking app as well as online.

Additionally, the Co-operative Bank now requires that those with significant control or influence over an organisation be added to the bank mandate, either as an account signatory or not. Therefore, Councillor R Nelson now also needs adding to the bank mandate.

2026-27/096 HMRC Approved Mileage Rates

Councillors were asked to approve the increase in the HMRC mileage rates as per the report circulated prior to the meeting.

Resolutions

Resolution 1:

Toft Newton Parish Council resolved to adopt the new HMRC approved mileage rates as detailed for employees, Councillors and volunteers.

and

Resolution 2:

Toft Newton Parish Council resolved that these updated rates will apply from the dates as approved by HMRC, those being: 1st of March 2026 for electric cars and the 6th of April 2026 for petrol and diesel cars, with the appropriate uprated backpay being paid on the July 2026 pay day.

The Mileage Uplift payments will be made on the 29th of July 2026, which is the July payday.

2026-27/097 Report By The Responsible Financial Officer – Year To Date

The Locum Clerk acting as the Responsible Financial Officer provided a year to date report, which detailed the payments that were due. This report is on our website along with all other documents that support this meeting.

<https://toft-newton.parish.lincolnshire.gov.uk/downloads/download/80/7th-july-2026-parish-council-meeting-documents-and-reports>.

At the Extraordinary Parish Council meeting on the 23rd of June 2026, Councillors decided to not provide a pension to Toft Newton Parish Council employees, as neither staff member meets the minimum earnings criteria, and doing so would potentially divert expenditure from vital community services, the Locum Clerk produced an information sheet, containing generic information about private and state pensions – this information sheet contains information taken from the gov.uk website. Providing this information to employees will cover the section on the Internal Audit next year that relates to pensions.

Resolutions

Resolution 1:

Councillors resolved to approve the payments as per the Financial Report.

and

Resolution 2:

Councillors resolved to share generic information from the HM Government website on pensions with employees.

2026-27/098 Asset Of Community Value, Land Off Alexandra Road, Colloquially Known As The Big Wood

There was nothing to update.

2026-27/099 Playground, Playing Field And Football Pitch Update

Councillor R Nelson provided an update on the football pitch improvements.

The Consultant to the Council advised that he is still looking at funding for playground development and stated he will have more time now that we have a new Clerk who will take on the Clerk's workload.

The Consultant to the Council explained that the Multi Use Games Area (MUGA) quotes varied significantly and as a result choosing the Best Value for the parish quote (and not necessarily the cheapest) would be the preferred option for raising funds.

Before a MUGA can be installed we need clarification from Fields in Trust on whether or not their permission would be needed. The Locum Clerk has asked and is awaiting a response.

2026-27/100 Terrorism (Protection of Premises) Act 2025 (Known As Martyn's Law) Update

The Locum Clerk had previously circulated information on the agenda about the implementation of the Terrorism (Protection of Premises) Act 2025, and with previous agendas too.

After carefully examining the requirements of the act, the Locum Clerk confirmed that this legislation does not apply to either Toft Newton Parish Council, Toft Newton Village Hall Association or Newtoft Social Club.

The Locum Clerk advised that Councillors should be mindful of any future changes to the law which might require additional training, enhanced first aid provisions and Security Industry Authority (SIA) regulated security to be provided at future events.

There was a discussion about the parish Defibrillator, which is due for replacement every three years, the next replacement is scheduled for the middle of 2027.

The paediatric pads for the Defibrillator that are not ordinarily provided with public Defibrillators; but were provided by Toft Newton Parish Council are due for replacement in the spring of 2027.

There was a further discussion about publicly provided Blood Kits, these are often provided in large shopping centres and other public places. West Lindsey District Council can provide these, at a cost of approximately £90 if the Blood Kit is to be added to the existing Defibrillator case or for around £600 if a separate box is to be installed.

Martyn's Law requires that venues and event organisers provide sufficient First Aid equipment, as neither Toft Newton Parish Council, Toft Newton Village Hall Association and Newtoft Social Club are covered by these requirements, and that hirers of the Football Pitch, are required to provide their own First Aid facilities, it was decided that at this point there is no need to invest in a Blood Kit.

2026-27/101 Equality Act 2010: Draft Code of Practice For Services, Public Functions And Associations 2026

The Locum Clerk advised that the revised Draft Code of Practice might have possible implications, but as it only came into force six days ago there has not yet been any rulings or specific guidance provided for Town and Parish Councils.

The Locum Clerk also advised that any implications from the Code could apply to Toft Newton Parish Council (services and facilities provider), Toft Newton Village Hall Association (facilities provider) and to Newtoft Social Club (membership association).

If the Local Government Association (LGA), the National Association of Local Councils (NALC) or Lincolnshire Association of Local Councils (LALC) provide an update this will be shared with Councillors to ensure that the council comply.

2026-27/102 Greater Lincolnshire / Regional / National Updates

Councillors were asked to note the following updates:

West Lindsey District Council

West Lindsey have recently published a Corporate Plan that covers 2026-230. "Our West Lindsey, Our Future" <https://www.west-lindsey.gov.uk/council-democracy/how-council-works/key-plans-policies-strategies/our-west-lindsey-our-future-our-corporate-plan-2026-2030>

Lincolnshire County Council

No update.

Greater Lincolnshire Combined County Authority

No update.

Local Government Reorganisation

It is expected that the government will announce changes in the next 10 days – these will be shared with Councillors as soon as possible.

Lincolnshire Police

The Locum Clerk circulated an e-mail and a flyer from the Office of the Police and Crime Commissioner about the Independent Custody Visiting Scheme, visitors are volunteers who check on people who are held in police custody and ensure that appropriate standards are being met.

Government Consultations

The Consultant to the Council would like to respond to the consultation on Paying VAT and PAYE by Direct Debit (closing date 16th of August 2026), as this will have a direct implication on Toft Newton Parish Council.

He had also mentioned The Time Off for Public Duties Consultation (closing date 4th September 2026), however, the changes being proposed do not affect Councillors.

2026-27/103 Events And Future Meetings

Councillors agreed to change the date of the 3rd of November 2026 meeting to Tuesday the 27th of October 2026.

Meeting ended at 20:10

Summary Of Action Points

Agenda Item Number	Action Point / Who Is Responsible For The Action
2026-27/081	The Proper Officer will bring the summary of the register of members' interests document to each meeting.
2026-27/083	The Clerk will ask the contractors if they can cut the hedge around the perimeter of the playing field in the late autumn instead of the winter going forward.
2026-27/084	The Consultant to the Council will add an addendum to the 2 nd of July 2026 Personnel Committee meeting minutes.
2026-27/085	The Consultant to the Council will advise St Michael's Church that Toft Newton Village Hall does not have a film licence.
2026-27/087	The Consultant to the Council will report an overgrown garden and poor weeding to Lincolnshire County Council.
2026-27/089	Councillor Grimmatt will share the PSTN switch off poster on social media.
2026-27/091	The Consultant to the Council will submit comments that state no objection to the planning application WL/2026/00598.
	Additionally, the Consultant to the Council will review the Permitted Development Rights national consultation and respond accordingly.
2026-27/092	The Consultant to the Council will update the following policies in time for the September meeting: MANDATORY • Maternity, Paternity and Adoption Leave Policy and forms • Staff Appraisal (including Probationary Meetings) Policy and forms • Whistleblowing Policy • Training and Development Policy • Sick Leave Policy ADVISORY • Environmental and Sustainability Policy • Menopause Policy • Domestic Abuse Policy • Social Media Policy • Grant Making Policy
2026-27/094	Logo Design Competition - Councillor Grimmatt will share details on social media. The Consultant to the Council will upload evidence of previous community consultation to the website.
2026-27/095	The Responsible Financial Officer and the Consultant to the Council will arrange to sort the bank mandate ASAP.
2026-27/102	The Consultant to the Council will draft a response to the Paying VAT and PAYE by Direct Debit consultation.

Please Note:

In accordance with our 2026 Standing Orders, these minutes will be distributed to Councillors and made available on the Toft Newton Parish Council website in draft form within 28 days of the meeting taking place.

Additionally, in accordance with our 2026 Publication Scheme, draft and final documents that contain signatures or other identifying features such as addresses, phone numbers, etc., will be redacted prior to being uploaded to the website.

Approved by Toft Newton Parish Council	Date:
Chair's signature:	

Date And Time Of Upcoming Meetings:

Meetings are held at Toft Newton Village Hall, Washington Drive, Newtoft, near Market Rasen, Lincolnshire, LN8 3NN.

Tuesday, 8 th September 2026	6:00pm	Parish Council meeting
Tuesday, 8 th September 2026	Upon closure of business of the Parish Council meeting	Personnel Committee meeting
Tuesday, 27 th October 2026	6:00pm	Parish Council meeting
Tuesday, 12 th January 2027	6:00pm	Parish Council meeting
Tuesday, 2 nd March 2027	6:00pm	Annual Parish meeting
Tuesday, 2 nd March 2027	6:30pm	Parish Council meeting

In accordance with the Data Protection Act 2018, Toft Newton Parish Council is registered with the Information Commissioner's Office, our registration number is: [ZB987594](#)