

Toft Newton Parish Council

PO Box 1659
EPWORTH
North Lincolnshire
DN9 1UL
Tel: 07581 146213
E-mail: clerk@toftnewtonparishcouncil.gov.uk

SUMMONS

Dear Councillor,

You are hereby summoned to attend the bi-monthly meeting of Toft Newton Parish Council on **Tuesday, the 6th of January 2026**, at Toft Newton Village Hall, Washington Drive, NEWTOFT, Market Rasen, Lincolnshire, LN8 3NN, commencing at 6pm.

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, members of the public and press may attend the meeting and may only participate during the 'Public Participation' section of the agenda.

Recording at, and live streaming of Council Meetings is allowed, with the full knowledge of the Chairman of the meeting and must be conducted openly.

Yours sincerely,

Michael Lewis

**Michael Lewis, Dip Psy (ICS), CertHE (Glouc), FCMI, MIOEE
Parish Council Clerk, Responsible Financial Officer and Proper Officer**

Thursday, 18th of December 2025

Distribution list:

Parish Councillor Nelson (Chair of Parish Council)
Parish Councillor Gibbs (Vice Chair of Parish Council)
Parish Councillor Carpenter
Parish Councillor C Roson
Parish Councillor J Roson
District Councillor Hague
District Councillor Rodgers
District Councillor Swift
County Councillor Smith
Toft Newton Parish Council employees
The Rt Hon. Sir Edward Leigh, MP

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AGENDA

Agenda item number	Item for discussion / resolution	Responsible member or officer
1	<p>Attendance:</p> <ul style="list-style-type: none"> Record of Parish Councillors present. Record of Ward and Division Councillors present. Record of any guests or speakers present. Anonymised record of any members of the public present. 	Clerk
2	<p>Apologies:</p> <ul style="list-style-type: none"> Record of any apologies received. Note apologies in the minutes. Record of any approvals or dispensations given in respect of apologies received, in accordance with the Local Government Act of 1972. 	Clerk
3	<p>Declaration of Interests:</p> <ul style="list-style-type: none"> To receive declarations of interests by any member of the Council in respect of any agenda items listed below. To record any dispensations given to any members of the Council in respect of any agenda items listed below. <p><i>Note: declarations can be made at any point during the meeting.</i></p>	Parish Councillors
4	<p>Public Participation:</p> <ul style="list-style-type: none"> To allow members of the public the opportunity to address the Council. A maximum of 5 minutes will be allocated to each member of the public. To allow for the Council to consider any points raised by members of the public. <p><i>Note: As per the NALC model Standing Orders, the maximum time allowed will be 30 minutes.</i></p>	Members of the Public
5	<p>Minutes:</p> <ul style="list-style-type: none"> To accept the minutes of the meeting held on Thursday, the 11th of September 2025 as a true record. To discuss and note any matters arising from the minutes of Thursday, the 11th of September 2025. 	Chair
6	<p>Report by The Chairman of the Parish Council:</p> <ul style="list-style-type: none"> To receive an update by the Chairman of the Parish Council. 	Chair
7	<p>Report by the Ward Councillors:</p> <ul style="list-style-type: none"> To receive an update from the Ward Councillors. If no Ward Councillors are present the Proper Officer will provide a basic update on the work of West Lindsey District Council. 	District Councillors / Proper Officer

8	<p>Report by the County Councillor:</p> <ul style="list-style-type: none"> To receive an update from the Ward Councillors. If the County Councillor is not present the Proper Officer will provide a basic update on the work of Lincolnshire County Council. 	County Councillor / Proper Officer
9	<p>Parish Update:</p> <ul style="list-style-type: none"> Non-confidential update on parish issues. Maintenance of roads, hedges, street lighting, etc. Any other issues. 	Clerk & Parish Councillors
10	<p>Asset of Community Value, Land off Alexandra Road, Colloquially Known As The Big Wood:</p> <ul style="list-style-type: none"> To receive an update on the current situation with regards to The Big Wood. To make a decision on whether or not to apply for funding. To make a decision on whether or not to seek to retain the Asset of Community Value status. <p>Suspension of the Standing Orders to allow for additional Public Participation.</p> <p>Proposed resolution: <i>That the Chair of the Parish Council temporarily suspends the Standing Orders to allow public discussion on the issue of The Big Wood.</i></p> <p>Public Participation: 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, seek the views of any members of public present.</p> <p>Resolution one: <i>That the Council authorises the Responsible Financial Officer to apply for funding from any and all relevant sources to secure purchasing the Woodland.</i></p> <p>Resolution two: <i>That the Council seeks to retain the Asset of Community Value status.</i></p> <p>Resolution three: <i>That the Council seeks guidance and support from external, Greater Lincolnshire, Nottinghamshire or South Yorkshire based organisations that have a vested interest in nature, and the natural environment to seek a collaborative approach to purchasing and managing The Big Wood.</i></p>	<p>Clerk</p> <p>Chair</p> <p>Members of the Public</p> <p>Parish Councillors</p>
11	<p>Planning:</p> <ul style="list-style-type: none"> The Council have been asked to submit views as a statutory consultee of the following planning application: <i>None received.</i> To receive an update on planning application WL/2025/00687, the proposed poultry farm at Faldingworth. https://westlindsey-publicportal.statmap.co.uk/horizoNext/publicportal/planningapplications/149791 	<p>Clerk</p> <p>Clerk</p>
12	<p>Playground / Football Field Update: Playground / Park:</p> <ul style="list-style-type: none"> To receive an update on winter maintenance of the park. To receive a general update on the park. 	Clerk

	<p>Football Field:</p> <ul style="list-style-type: none"> To receive an update on the football field. To receive an update on the usage of the football field. To receive an update on the Football Foundation Grant. <p>Playground Inspections for other local Parish Councils:</p> <ul style="list-style-type: none"> To receive and update on the situation regarding third party Playground Inspections. <p>Establishment Of A Playground Working Group:</p> <ul style="list-style-type: none"> Councillors are asked to join a working group to raise funds via grant applications to update the playground equipment. <p>Resolution: <i>That a working group be established to raise funds for updated playground equipment, and that this working group meets at least once a month, reporting to the full Council at Parish Council meetings.</i></p>	<p>Playground warden</p> <p>Chair & Responsible Financial Officer</p> <p>Clerk</p>
13	<p>Village Hall Update:</p> <ul style="list-style-type: none"> To receive and update on the Village Hall. 	Chair
14	<p>Proper Officer Update:</p> <ul style="list-style-type: none"> To receive an update from the Proper Officer on any relevant matters. To note that the Proper Officer has been updating the Parish Website, there is still information to be added, but it is more informative than it was previously. https://toft-newton.parish.lincolnshire.gov.uk/ To receive an update on any relevant Government Consultations. To receive an update on Greater Lincolnshire Devolution and Greater Lincolnshire Local Government Re-organisation. To receive an update on other Greater Lincolnshire issues, such as policing, flood prevention, fire and rescue service, emergency planning and the NHS. 	Proper Officer
15	<p>Co-option Of Additional Councillors:</p> <ul style="list-style-type: none"> To discuss and vote on any applications from parish electors who wish to become Parish Councillors. 	Proper Officer
16	<p>Adoption Of Revised Standing Orders:</p> <ul style="list-style-type: none"> Councillors are asked to adopt the revised “Standing Orders for Meetings”, as previously circulated. Councillors are asked to adopt the “Guidance for Members of the Public Present at Parish Council Meetings” which would be attached to all future agendas, again this was circulated previously. <p>Resolution one: <i>That Councillors adopt the revised Standing Orders for Meetings and that they be implemented from the next full Council meeting.</i></p> <p>Resolution two: <i>That Councillors adopt the Guidance for Members of the Public Present at Parish Council Meetings and that this is used from the next full Council meeting.</i></p>	Proper Officer & Councillors
17	<p>Report By The Responsible Financial Officer:</p>	

	<ul style="list-style-type: none"> • To receive an update from the Responsible Financial Officer on the 2024-25 AGAR. • To note the Financial Report circulated previously by the Responsible Financial Officer. • To approve the budget for 2026-27, as previously circulated. • To agree the precept for 2026-27. <p>Resolution one: <i>Toft Newton Parish Council approves the budget for 2026-27 as prepared by the Responsible Financial Officer. This budget is subject to change based on the successful application of grants in relation to updating the playground and securing the long-term ownership of The Big Wood.</i></p> <p><i>Note: Only one of the proposed resolutions below can be accepted.</i></p> <p>Proposed resolution two: <i>Toft Newton Parish Council authorises the Responsible Financial Officer to submit a draft precept claim of £10,400, which is the current amount.</i></p> <p>Proposed resolution three: <i>Toft Newton Parish Council authorises the Responsible Financial Officer to submit a draft precept claim of £10,296, a decrease of 1%.</i></p> <p>Proposed resolution four: <i>Toft Newton Parish Council authorises the Responsible Financial Officer to submit a draft precept claim of £10,452, an increase of 0.5%.</i></p> <p>Proposed resolution five: <i>Toft Newton Parish Council authorises the Responsible Financial Officer to submit a draft precept claim of £10,504, an increase of 1%.</i></p> <p>Proposed resolution six: <i>Toft Newton Parish Council authorises the Responsible Financial Officer to submit a draft precept claim of £10,556, an increase of 1.5%.</i></p> <p>Proposed resolution seven: <i>Toft Newton Parish Council authorises the Responsible Financial Officer to submit a draft precept claim of £10,608, an increase of 2%.</i></p> <p>Proposed resolution eight: <i>Toft Newton Parish Council authorises the Responsible Financial Officer to submit a draft precept claim of £10,660, an increase of 2.5%.</i></p> <p>Proposed resolution nine: <i>Toft Newton Parish Council authorises the Responsible Financial Officer to submit a draft precept claim of £10,710.96, an increase of 2.99%.</i></p> <p>Proposed resolution ten: <i>Toft Newton Parish Council authorises the Responsible Financial Officer to submit a draft precept claim of £10,826.40, an increase of 4.1% - the September 2025 CPI rate.</i></p>	<p>Responsible Financial Officer</p> <p>Councillors</p> <p>Councillors</p>
18	<p>Adoption Of The Revised Financial Regulations:</p> <ul style="list-style-type: none"> • Councillors are asked to adopt the revised “Financial Regulations”, as previously circulated. 	

	<p>Resolution one: <i>That Councillors adopt the revised Financial Regulations and that they be implemented immediately following the closure of this meeting.</i></p>	<p>Responsible Financial Officer</p> <p>Councillors</p>
19	<p>Update On Bank Accounts:</p> <ul style="list-style-type: none"> In view of the new Financial Regulations, which were required by both the Internal Auditor and the External Auditor, Councillors are asked to consider increasing the number of Councillors who are signatories on the bank account from two Councillors to all Councillors. A minimum of two Councillors or the Responsible Financial Officer and one Councillor would be required to approve each payment. Councillors are asked to note that opening of Instant Access Savings Accounts as previously agreed has been started but is taking some time. <p>Resolution: <i>The Council agrees that additional Councillors be added as authorised signatories to the bank account and that going forward all payments will require either two Councillors or the Responsible Financial Officer and one Councillor to approve each payment.</i></p>	<p>Responsible Financial Officer</p> <p>Councillors</p>
20	<p>Emergency Plan:</p> <ul style="list-style-type: none"> Councillors are asked to approve the draft Emergency Plan as previously circulated. <p>Resolution: <i>Toft Newtoft Parish Council adopts the draft Emergency Plan and authorises the Clerk to upload a copy to the Parish Website and distribute copies to West Lindsey District Council, Lincolnshire County Council, the Lincolnshire Resilience Forum and Lincolnshire Fire and Rescue.</i></p>	<p>Clerk</p>
21	<p>Events: Dates Of Future Meetings:</p> <ul style="list-style-type: none"> To receive the calendar for 2026 as distributed by the Proper Officer, this includes all currently planned meetings and other useful / relevant dates. To note that the next full Parish Council Meeting will be held on Tuesday, the 3rd of March 2026, following the rising of the Annual Toft Newton Parish Meeting, which will commence at 6:00pm. 	<p>Proper Officer</p>
22	<p>Exclusion Of The Public and Press:</p> <ul style="list-style-type: none"> To resolve to exclude any members of the public or press. <p>Resolution: <i>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, members of the public and press are now required to vacate the premises, so that confidential discussions can take place.</i></p>	<p>Chair</p>

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PART B – CONFIDENTIAL SECTION AGENDA

Agenda item number	Item for discussion / resolution	Responsible member or officer
1	To receive a confidential staffing report. <ul style="list-style-type: none">• Councillors are asked to note the contents of the confidential staffing report:<ul style="list-style-type: none">○ To undertake interviews to replace the Parish Clerk.	Proper Officer