

# Toft Newton Parish Council

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## Minutes of the 2025-26 Annual Parish Council Meeting

11<sup>th</sup> September 2025

Toft Newton Village Hall, Washington Drive, Newtoft, LN8 3NN.

### Members Present:

Councillor R Nelson, Chairperson

Councillor B Carpenter

Councillor R Gibbs, Vice-Chair (arrived at 18:15)

### In attendance:

Michael Lewis, Proper Officer

Natalie Mellors, Playground Warden

There were no members of public present.

**Agenda Item Number:** 2026-27/006

Meeting started at 18:15

| <b>Agenda Item Number</b> | <b>Specifics from Agenda and summary of discussions</b>  | <b>Resolutions / Actions</b> |
|---------------------------|--|------------------------------|
| <b>001</b>                | <p><b>Update from the Proper Officer</b></p> <p>The Proper Officer apologised for having to re-arrange this meeting on numerous occasions due to his severe illness.</p> <p>He shared that on top of his other long term illnesses, he had recently been diagnosed with Gastroparesis, which in his case is the (at least) partial paralysis of his oesophagus and stomach, which means that food, medication and to a lesser extent liquid don't travel through his digestive system properly, causing blockages, pain and a significantly reduced appetite. He is due further tests.</p> |                              |
| <b>002</b>                | <p><b>Attendance</b></p> <p>As detailed above.</p>   |                              |
| <b>003</b>                | <p><b>Apologies for Absence</b></p> <p>Apologies were received from and accepted in accordance with the Local Government Act 1972, from:</p> <p>Councillor J Roson<br/>Councillor C Roson</p> <p>No further apologies were received.</p>   |                              |

- 004 Election of Chairperson** **Resolved unanimously**  
 Councillor R Nelson expressed an interest in continuing as the Chairperson.  
 It was resolved that Councillor Nelson be elected as the Chairperson for the 2025-26 Civic Year.
- 005 Declaration of Interests**  
 No declarations of interest were declared.
- 006 Election of Vice-Chairperson** **Resolved unanimously**  
 Councillor R Gibbs expressed an interest in continuing as the Chairperson.  
 It was resolved that Councillor Gibbs be elected as the Vice-Chairperson for the 2025-26 Civic Year.
- 007 Adoption of Standing Orders** **Resolved unanimously**  
 The existing Standing Orders were re-adopted.  
**Action:** The Proper Officer has committed to updating these in time for the next Annual Parish Council meeting.
- 008 Adoption of Financial Regulations and Associated Management of Risks Document** **Resolved unanimously**  
 The existing Financial Regulations and Management of Risks were re-adopted.  
**Action:** The Proper Officer has committed to updating these in time for the next Annual Parish Council meeting.
- 009 Appointment of Internal Auditor** **Resolved unanimously**  
 The Responsible Financial Officer suggested using the Lincolnshire Association of Local Councils (LALC) Internal Audit service for the 2025-26 Financial Year – ensuring that the Internal Audit meets best practice standards, as well as the minimum standards required.
- 010 Date of the Next Annual Parish Council Meeting**  
 Tuesday, 5<sup>th</sup> May 2026 to be held at 6pm at Toft Newton Village Hall, Washington Drive, Newtoft, LN8 3NN.

Meeting ended at 18:35

|                                     |       |
|-------------------------------------|-------|
| Approved by:<br>(Chair's signature) | Date: |
|-------------------------------------|-------|