

Toft Newton Parish Council

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Minutes of the Parish Council Meeting

3rd March 2026

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

Members Present:

Councillor R Nelson, Parish Council Chairperson

Councillor R Gibbs, Parish Council Vice-Chair

Councillor B Carpenter

In attendance:

Michael Lewis, Toft Newton Parish Council Clerk / Responsible Financial Officer / Proper Officer

There were no members of the public present at this meeting.

Meeting started at 18:30

Part A – Public Meeting

Agenda Item Number

Resolutions / Actions

2025-26/03/1

Attendance:

As detailed above.

2025-26/03/2

Apologies:

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

Councillor C Roson

Councillor J Roson

Additionally, apologies were received from:

Natalie Mellors, Playground Warden

2025-26/03/3

Declaration of Interests:

No declaration of interests were received.

2025-26/03/4

Public Participation:

There were no members of the public present.

2025-26/03/5

Minutes:

- To accept the minutes of the meeting held on Thursday, the 11th of September 2025 as a true record.

Deferred to May 2026 due to the

- To discuss and note any matters arising from the minutes of Thursday, the 11th of September 2025.
- To accept the minutes of the meeting held on Tuesday, the 10th of February 2026 as a true record.
- To discuss and note any matters arising from the minutes of Tuesday, the 10th of February 2026.

Clerk's illness, therefore the minutes are delayed.

2025-26/03/6 Report by The Chairman of the Parish Council:

- There was no specific update.

2025-26/03/7 Report by the Ward Councillors:

- No District Councillors were present to give an update.
- The Proper Officer gave a brief update based on the information that the Elections Office at West Lindsey District Council has shared since the previous meeting.

2025-26/03/8 Report by the County Councillor:

- The County Councillor was not present to give an update.
- The Proper Officer gave a brief update based on the information shared in the Lincolnshire County Council Town and Parish Councils update.

2025-26/03/9 Parish Update:

- The Clerk updated Councillors on maintenance issues as reported via the FixMyStreet app / website.
- The Clerk provided an update on the recent local Avian Influenza outbreaks.

2025-26/03/10 Asset of Community Value, Land off Alexandra Road, Colloquially Known As The Big Wood:

- The Clerk provided a brief update on the situation with the Big Wood, and confirmed the contents of the report attached to the agenda.
- Councillors were asked to vote on the following resolutions.

Resolution one:

That the Council authorises the Responsible Financial Officer to apply for funding from any and all relevant sources to secure purchasing the Woodland.

Resolved unanimously

Resolution two:

That the Council seeks to retain the Asset of Community Value status.

Resolved unanimously

Resolution three:

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.

Resolved unanimously

2025- 26/03/11	<p>Planning:</p> <ul style="list-style-type: none"> • Councillors resolved to submit the response as written by the Proper Officer, included with the agenda, as a statutory consultee in the respect of planning application: WL/2026/00151, planning permission is being sought to erect a storage building at MBM Storage (The Former Hanger), Access Road to Faldingworth Airfield, Newtoft, LN8 3NG. https://westlindsey-publicportal.statmap.co.uk/horizoNext/publicportal/planningapplications/150528 • The Proper Officer confirmed that there was no official update on planning application WL/2025/00687, the proposed poultry farm at Faldingworth. https://westlindsey-publicportal.statmap.co.uk/horizoNext/publicportal/planningapplications/149791 	Resolved unanimously
2025- 26/03/12	<p>Playground / Football Field Update:</p> <ul style="list-style-type: none"> • The Clerk provided an update on the Playground. • The Chair provided an update on the Football Foundation Grant and the work which is due to start shortly. 	Resolved to defer until the May 2026 meeting
2025- 26/03/13	<p>Village Hall Update:</p> <ul style="list-style-type: none"> • The Chair provided a brief update on the increased use of the football pitches, and the benefit that Newtoft Social Club has seen by the increased usage. • The Clerk stated that he had set up an account with Recycle 4 Charity to collect empty and expired ink cartridges and to raise funds for the Toft Newton Village Hall. 	
2025- 26/03/14	<p>Proper Officer Update:</p> <ul style="list-style-type: none"> • The Proper Officer provided a brief update. • The Proper Officer confirmed that he 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/ • The Proper Officer provided an update on Government Consultations, including on the National Planning Policy Framework: proposed changes to the planning system. And the Areas for producing spatial development strategies. • The Proper Officer provided a brief update on Greater Lincolnshire Devolution and Greater Lincolnshire Local Government Re-organisation. 	Resolved to not submit any feedback
2025- 26/03/15	<p>Co-option Of Additional Councillors:</p> <ul style="list-style-type: none"> • There were no applicants to be considered for Co-option. 	

<p>2025-26/03/16</p>	<p>Adoption Of Revised Standing Orders:</p> <ul style="list-style-type: none"> • Councillors were 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>Resolved unanimously to accept the Standing Orders and the Guidance for Members of the Public Present at Parish Council Meeting</p>
	<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>	
	<p>Register of Interests:</p> <ul style="list-style-type: none"> • In accordance with the Localism Act 2011, Councillors are asked to update their Register of Members’ Interests declarations. The information recorded on these forms will be displayed on the West Lindsey District Council website, in accordance with the provisions of the LA 2011. 	<p>Deferred to April 2026</p>
<p>2025-26/03/17</p>	<p>Report By The Responsible Financial Officer:</p> <ul style="list-style-type: none"> • The Responsible Financial Officer provided an update on the 2024-25 AGAR. • The Financial Report presented the Responsible Financial Officer as circulated with the agenda. • Councillors were asked to approve the budget for 2026-27, as previously circulated and the to note the agreed precept for 2026-27. 	
	<p>Resolution: <i>Toft Newton Parish Council approves the budget for 2026-27 as prepared by the Responsible Financial Officer.</i></p>	<p>Resolved unanimously</p>
<p>2025-26/03/18</p>	<p>Adoption Of The Revised Financial Regulations:</p> <ul style="list-style-type: none"> • Councillors were asked to adopt the revised “Financial Regulations”, as previously circulated. 	
	<p>Resolution: <i>That Councillors adopt the revised Financial Regulations and that they be implemented immediately following the closure of this meeting.</i></p>	<p>Resolved unanimously</p>
<p>2025-26/03/19</p>	<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 were asked to consider increasing the number of Councillors who 	<p>Referred until April 2026</p>

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 were asked to note that opening of Instant Access Savings Accounts as previously agreed has been started but is taking some time.

Resolution:

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.

2025-26/03/20	Emergency Plan: <ul style="list-style-type: none"> • Councillors are asked to note and edit the draft Emergency Plan as previously circulated. • This needs to be inputted into the Lincolnshire Pro-forma before being submitted to the Lincolnshire Resilience Forum. 	Councillors noted the Emergency Plan
2025-26/03/21	Events: <ul style="list-style-type: none"> • The Clerk distributed a list of Parish Council meetings for the rest of 2026, including the Finance Meeting scheduled for the 21st of April 2026. 	Noted by Councillors
2025-26/03/22	Exclusion Of The Public and Press: <ul style="list-style-type: none"> • As there were no members of the public present, there was no need to resolve to exclude the press and the public. 	

Meeting ended at 19:55

Part B – Confidential Section

Meeting started at 19:55

Agenda Item Number		Resolutions / Actions
2025-26/03/B1	Confidential Staffing Report <ul style="list-style-type: none"> • Councillors were asked to form a Personnel Committee. • Councillors were asked to agree Terms of Reference. • Councillors were asked to consider shortlisting once applications are received. 	Deferred until April 2026
2025-26/03/B2	Confidential Staffing Report <ul style="list-style-type: none"> • The Proper Officer explained the Staffing Report about replacing the Clerk. • The Proper Officer stated that he has reached out to the various people who have made contact during the eighteen months that the Clerk’s role has been advertised on the Lincolnshire 	Councillors noted

Association of Local Council's (LALC) to see if any of them would like to apply for the role of Clerk.

Meeting ended at {time}

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.

Approved by: (Chair's signature)	Date:
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