LINDSEY PARISH COUNCIL

CLERK TO THE COUNCIL

Minutes of the Annual Council Meeting held on Wednesday 20th May 2026 in Lindsey Village Hall, Church Road, Lindsey which commenced at 8.29pm.

In attendance: Cllrs. C Arthey (in Chair), R Corcoran, B Howe, J Moore and A Sturgeon and Mrs V Waples, Parish Clerk.

1. ELECTION OF CHAIR AND SIGNING OF THE DECLARATION OF ACCEPTANCE OF OFFICE FOR THE POSITION
   Following acceptance of his nomination, the meeting **resolved to approve Councillor Arthey as Chair for the year 2026-2027.** Cllr. Arthey signed the Declaration of Acceptance of Office for the position.

2. OPENING AND WELCOME
   The Chair, Cllr. Arthey, opened the meeting and thanked all for attending. The statement on reporting at meetings of the parish council was taken as read.

3. APOLOGIES OF ABSENCE:
   i. To receive apologies of absence – apologies of absence were received from Cllrs. Stroud and Sturgeon.
   ii. To consent / non-consent to accept the apologies for absence received – the meeting resolved to accept both reasons for absence.
   iii. Council to note the factsheet produced on Apologies for absence and disqualification – council noted the factsheet produced by NALC.

4. DECLARATION OF MEMBERS INTEREST:
   i. To receive declarations of registrable, other and non-registerable interests as detailed in Appendix B of the LGA Model Code of Conduct Model Code of Conduct 2020 – there were no declarations of interests submitted.
   ii. There were no declarations of gifts of hospitality received exceeding £50.
   iii. There were no requests for dispensations for the agenda under discussion.

5. MINUTES OF PREVIOUS MEETINGS: to approve the minutes of the following meetings:
   i. Council Meeting of 11th March 2026 – the meeting **resolved that the circulated minutes were a true and accurate record of the meeting that took place, and resolved for the Chair to sign the minutes, which was undertaken in accordance with prevailing legislation.**
   ii. Extra ordinary meeting of 2nd April 2026 - the meeting **resolved that the circulated minutes were a true and accurate record of the meeting that took place, and resolved for the Chair to sign the minutes, which was undertaken in accordance with prevailing legislation.**

6. PUBLIC FORUM: (maximum 10 minutes)
   i. To receive comments from the public on the agenda as published – there were none received.

7. PARISH MATTERS
   i. Climate Awareness / climate emergency – to receive an update / information on climate related issue coming forth – deferred until the next meeting.
   ii. To receive a progress report on matters relating to:
      - Traffic calming and appropriate signage on the A1141 in the vicinity of Canada Cottages and Hollow Trees Farm Shop – this matter had been passed to newly elected County Councillor Robert Lindsay to progress.
      - Traffic calming on C720 between Church Road to Lindsey Tye – this matter had been passed to newly elected County Councillor Robert Lindsay to progress.
      - To consider the submission of a request for the installation of dog bins in the village – although nothing further had been received on this matter it was agreed that this matter would be revisited in six months' time.

8. STATUTORY MATTERS:
   i. Financial Regulations 2026 – to review and approve the adoption of the revised financial regulations (paper entitled Financial Regulations 2025) – the meeting **resolved that the latest adopted version of its Financial Regulations (May 2026) are relevant and remain fit for purpose and that Council agrees to adhere to them as written.**
   ii. Standing Orders 2026 – to review and approve the adoption of the revised standing orders (paper entitled Standing Orders 2026) - the meeting **resolved to adopt the Standing Orders dated May 2026 and confirmed that they are fit for purpose and that Council agreed to adhere to them as written.**
   iii. To agree to the annual subscriptions for the year ending 31st March 2026: County Association membership fee; data protection fee; Microsoft 365 Office; anti-virus protection fee – it was **resolved to accept the renewal of the annual subscriptions to the limits in the budget set for the year 2026-2027.**

9. PLANNING MATTERS:
   i. To consider the following planning applications: none at time of serving.
   ii. To note the following planning applications determined by the local planning authority:
      - DC/26/00931 – Listed Building Consent - Proposal & Location of Development: Application for Listed Building Consent - Conversion of timber framed barn into 1 no. 3 bedroom dwelling house; Insertion of windows and doors; provision of traditional timber stairs and access balcony. Barn on land to the east of Rose Green Road.
      - DC/26/00930 – Planning Permission - Proposal & Location of Development: Full Planning Application - Conversion of timber framed barn into 1 no. 3 bedroom dwelling house; Insertion of windows and doors; provision of traditional timber stairs and access balcony. Barn on land to the east of Rose Green Road.

10. CORRESPONDENCE: TO CONSIDER / NOTE THE FOLLOWING:
   i. SALC – Nationally Significant Infrastructure Projects Bulletin – all noted correspondence on this matter.
   ii. BMSDC – Town and Parish Updates – council confirmed all monthly updates are emailed to Councillors for their perusal.
   iii. SALC – to note all weekly news bulletins are emailed to Councillors for their perusal. Councillors to contact the Clerk if there are any items of interest / training courses they wish to attend.

11. FINANCIAL MATTERS:
    i. To consider schedule of receipts received and payments made since the last meeting – *Paper A* – all confirmed receipt of Paper A (*details can be seen at Appendix A)* noting the movement through the account since the last meeting.
    ii. To consider and approve the verified items awaiting authorization as per the schedule submitted – *Paper B* - all confirmed receipt of Paper B *(details can be seen at Appendix A)* - having reviewed the paper submitted, it was **resolved to approve the payments awaiting authorisation for settlement via online transfer.**
    iii. To consider the Council's financial position to date – *Paper C* – Council noted the reconciled position of £8,178.46 once the accounts awaiting payment had been settled. Councillors Corcoran and Hainsworth confirmed that they had verified the position against the bank statements and cashbook. *(Details can be found at Appendix A).*
    iv. To consider the council budget versus actual statement to end of May 2026 – *Paper D* – it was noted that very little expenditure had gone through the account and there were no matters to be brought to the council's attention.
    v. Council to note receipt from the District Council of the first tranche of precept for the year 2025-2026 for Lindsey in the sum of £3,257.00 - All noted receipt from the District Council of the first tranche of precept for the year 2026-2027 for Lindsey in the sum of £3,257.00.

12. CLERK'S REPORT – to consider the following as part of the year-end processes for the year ending 31st March 2026
    i. To receive and approve the Annual Internal Audit Report for the Year ending 31st March 2026 – Paper E - the meeting received and accepted the internal audit report as produced and asked that the minutes reflect the comments raised within the report "I would like to record my appreciation to the Clerk/RFO for her assistance during the course of the audit work and for presenting the documents for audit to a very high standard". The meeting's thanks were offered to the clerk in the manner in which the financial dealings of the council were handled.
    ii. To consider and decide the actions to be taken following the recommendations arising from the Internal Audit Report - the comment relating to the reduction in council's general reserves was noted with agreement forthcoming that, as agreed the prior year, this position was in the process of being regularised over the coming year.
    iii. To receive and approve the Payments & Receipts Account for the year ending 31st March 2026 – Paper F & Supporting Statements to the Accounts - it was agreed that overall the Payments and Receipts Accounts including the accompanying statement be accepted and permission was given for the Chair and Clerk to sign the relevant paperwork, aif. A copy of the Receipts and Payments account can be found on the Council's website: https://lindseyparishcouncil.gov.uk/parish-council/council-finances/.
    iv. To note the Bank Reconciliation for the year ending 31st March 2026 – Paper G - the meeting noted and confirmed acceptance of the year end bank balances as £6,102.37.
    v. To consider and approve the Annual Governance Statement for 2025-26 as per Section 1 of the Annual Governance and Accountability Guide (AGAR) – contained within paper called AGAR - the meeting **resolved that having reviewed the statements all could be answered in the affirmative and the Chair and Clerk were given permission to sign Section 1.**
    vi. To consider and approve the Accounting Statements for 2025-26 as per Section 2 of the AGAR – contained within paper called AGAR - the accounting statements for 2025-26 were received and the meeting **resolved to accept them as a true reflection of the Council's**

overall financial position. A copy of the AGAR can be found on the Council website: https://lindseyparishcouncil.gov.uk/parish-council/council-finances/.
The meeting considered the CIL Expenditure Report for the year ending 31st March 2026 and confirmed the balance outstanding as £3,978.18. It was resolved that the report be approved and signed for onward submission to the district council in accordance with the CIL Regulations.

vii. To consider and approve the recommendation that having fulfilled the criteria required, Council considers itself exempt from a Limited Assurance Review – contained within paper called AGAR -- as the Council was a smaller authority where the higher of all gross annual income or gross annual expenditure did not exceed £25,000, and that it met the qualifying criteria as set out in the Certificate of Exemption, it was able to declare itself exempt from sending the completed Annual Governance and Accountability Return to the external auditor for a limited assurance review. Council **resolved to approve the claim for exemption confirming that it met the requirements.**

viii. Should Agenda Item 12vii) be so approved, that delegated authority be given to the Chair to sign the Certificate of Exemption exempting the Council from a Limited Assurance Review for the year 2025-26 – contained within paper called AGAR - as council had consented to apply for exemption, the Chair and Clerk were authorised to sign the certificate for onward submission to the external auditors by the due date of 1st July 2026.

ix. To receive the dates from the RFO of the period for the exercise of public rights and the publication requirements of the Annual Governance and Accountability Guide for the year ending 31st March 2026 - Paper H - the meeting noted that the clerk had set the dates as 3rd June until 14th July 2026 and that all relevant data would be uploaded to the council's website prior to that date in accordance with the prevailing legislation.

13. PARISH COUNCILLORS' REPORTS: to receive reports on village issues from councillors present:
   i. White Rose - overgrown hedgerow was impacting the sight lines at the crossroads.
   ii. Elm Cottage, The Street – Cllr. Howe made the meeting aware that he had requested a follow-up from District Cllr. Jamieson as to the status of the council tax records for the property given that it had been empty for a number of years.
   iii. Verge trimming – a request was submitted for details as to when the village had been scheduled for the annual cut.

14. DATE OF NEXT MEETING: all meetings will take place in the Village Hall, Church Road, Lindsey.
   i. To note the next meeting is scheduled for 23rd July 2026 commencing at 7.30pm (rescheduled)
   ii. To reconfirm the meetings for the year commencing 1st April 2026 to 31st March 2027: 23rd September; 25th November; 20th January (2027) & 10th March (2027).

15. CLOSE OF MEETING: There being no other business the Chairman declared the meeting closed 9.10pm

So approved and signed at the meeting of 21st July 2026

APPENDIX A – FINANCIAL REPORT:

Items received since the last meeting:

Income	Description	Nett	VAT	Gross	Ref
13.04.26	BDC – Precept 1 of 2	3257.00	0.00	3257.00	BACS
	Total Income			£3,257.00	

Items Paid out since the last meeting:

Income	Description	Nett	VAT	Gross	Ref
23.04.26	HMRC – PAYE 4th Qtr 25-26	298.76	0.00	298.76	Bacs
	Total Expenditure			£0.00	

Items Authorized for Payment:

Expenditure	Description	Nett	VAT	Gross	Ref
East Anglian Air Ambulance	Donation under the General Power of Competence	50.00	0.00	50.00	BACS
SALC	Annual Subscription	140.95	0.00	140.95	BACS
Pear Space	Domain name hosting and support	120.00	0.00	120.00	BACS
Clerk	Expenses and hours worked	571.20	0.00	571.20	BACS
	Total Expenditure			£882.15	

Financial Report

	Date	£
Opening Balance	01.04.26	6102.37
Add Income Received	April – May	3257.00
Less Expenditure Incurred	April – May	298.76
Less Verified Expenditure	20.05.26	**882.15**
Closing Balance	20.05.26	**8178.45**

Bank Reconciliation

Community Account	Statement at 18.05.26	9060.61
Less uncleared payments		882.15
Plus unaccredited income		0.00
Reconciled Total	20.02.25	**8178.45**

Within the balance above are the following reserves:
(Restricted) CIL reserve - £3,978.18
Earmarked General reserve - £1,331.75
Election reserve - £ 836.59
Working Fund - £2,031.94

So approved and signed at the meeting of 21st July 2026