



Minutes of the meeting of Hundleby Parish Council held on Monday 5th January 2026 in the Parish Room Hundleby at 7pm.

Present:

Cllr Lynette Corten-Miller (Chair)
Cllr Phillip Maddison
Cllr Robert Bell
Cllr Ruth Birkin
Cllr Malcolm Dales
Cllr Christine Parker
Cllr Natalie Tilsley

Also Present – Yvonne Smith (RFO)

Cllr Phillip Roberts (LCC) Cllr Will Grover (ELDC)

Public Session

There were no members of the public present, District or County Councillors.
It was **RESOLVED** to commence the meeting.

1. Apologies for Absence

None received

2. Declarations of Interest under the Localism Act 2011

None received

3. Draft Minutes from Full Council Meeting held on 3rd November 2025

It was **RESOLVED** to approve the minutes as a true record.

7.10pm Cllr Phillip Roberts and Cllr Will Grover arrived.

Standing Order Suspended to allow for their reports.

Cllr Roberts gave an update on the Brewery Yard Bus Stop which had received complaints about its siting. He issued a map of the various proposals put forward. This matter had been ongoing for some time.

He said that an objection had been received from another resident regarding the proposed move. The proposals will need to go to the relevant LCC Committee to decide on the final outcome.

Cllr Roberts asked the Parish Councillors for their thoughts. They all agreed to support the original proposal as this would be the most straightforward option.

Please note: This was not an agenda item and as such cannot be classed as a Resolution made by the Parish Council merely their thoughts as individuals.

Cllr Grover reported that he still had some money left in his Community Grant Fund and would be happy to support the Parish Room's Kitchen refurbishment with a grant of £800. He said that the Lincolnshire Wolds Outdoor Festival would be 16th-31st May 2026.

Standing Orders reinstated

4. a. Chair's Report

The Chair said that a Thank You Letter should be sent to Martin Mackinder for the Christmas Tree.

ACTION- Clerk to send a letter of thanks.

The Chair asked Cllr Tilsley to review the cleaning products for the Parish Rooms, including toilet rolls and hand wash. Cllr Tilsley said that the cleaning company need to provide a list of COSHH products which were being used.

ACTION- Cllr Tilsley to liaise with BeClean regarding the products.

4. b. Clerk's Report

The Clerk tabled a report of her activities. She said that Lloyds Bank was giving trees away and did the Council want any. Cllr Maddison asked for more information on types of trees.

ACTION- Clerk to research further.

The Clerk reported that she had tried to put the SIM card into a spare mobile telephone however it was not the right size. Cllr Maddison said that he had a spare telephone which it should fit.

5. Extinguishment of footpath no 366 and the creation of an alternative footpath.

Cllr Dales declared an interest as he has land adjacent.

The Councillors agreed to support the application as it made a sensible plan. The path had not been used for some 25 years and houses had been built on it in certain places.

ACTION- Clerk to notify LCC,

6. Parish Rooms Working Party Recommendations.

It was **RESOLVED** to make an application to the District Councillor for a Community Grant of £800 towards the kitchen refurbishment.

The Chair said that the Parish Council only has until the end of February to start the works. She said that she was having a meeting on the 7th January with Eleanor Fraser-Green at 10am at the Parish Rooms to discuss the way forward.

The Council needs to decide what the Reserves should be for the financial year as this varies as to the size of the Council. The Clerk suggested 6 months, Cllr Birkin said between 3 and 12 months.

ACTION- For next agenda- For the Council to decide what the reserve should be.

7. Parish Clerk's Email Address

The Clerk said that only the clerk's email address must be changed. Parish On-line were offering a free email address.

It was **RESOLVED** to apply for the free offer from Parish On-line.

8. Budget for 2026/2027 Financial Year.

The Councillors and Clerk made a detailed analysis of expenditure for the upcoming year. The Parish Rooms refurbishment was taken into account and staff costs

It was **RESOLVED** to set the budget at £15,985.

9. Precept for 2026/27 Financial Year

It was **RESOLVED** that the Precept for 2026/27 Financial Year be £14,866.

This represents £78.24 per year on a Band D property, a rise from last year of 36% £21.08 (40p per week) on a Tax Base of 190 dwellings.

10. Parish Clerk and Responsible Finance Officer

Yvonne Smith said that she was willing to carry on as Parish Clerk and Responsible Finance Officer following the resignation of Wendy Moore Parish Clerk.

It was **RESOLVED** that Yvonne Smith become Parish Clerk and Responsible Finance Officer.

11. Bank Reconciliation Figures for November 2025 and December 2025.

It was **RESOLVED** to accept the Bank Reconciliation Figures and for the Chair to sign them.

12. Payments and Receipts for November and December 2025

It was **RESOLVED** to accept all orders for payment for November and December 2025 and for the Chair to sign them.

Payments made over £100.00 during November and December 2025 were noted as follows:

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| Salaries October (paid in November) | £274.17 |
| Salaries November | £303.00 |
| Salaries December (including holiday pay) | £410.09 |
| Clerk's expenses | £118.19 |
| Beclean (Hall Cleaning) | £108.00 (3 weeks paid together) |

The Meeting was closed at 8.40pm