

CARRINGTON and NEW BOLINGBROKE TOWN COUNCIL

Sunset View
Cowbroads Lane
Old Leake
PE22 9QU

Town Mayor: Councillor Eric Wells
Deputy Mayor: Councillor Richard Wiggall
Town Clerk: Mrs Deborah Money
Email: cnbtowncouncil@gmail.com

Minutes taken by the Town Clerk, Mrs Deborah Money, at the Meeting of Carrington and New Bolingbroke Town Council, held on Tuesday, 29 July 2025, in New Bolingbroke Town Hall.

Present: Councillors, Eric Wells (Mayor/Chairman), Ken Rundle, Mike Forward, Andy Paul and the Clerk Deborah Money.
Cllr Ken Rundle arrived after item 6.

Also present: Two members of the public and Victoria Clark (Outgoing Clerk)

Public forum: No members of the public wished to speak.

No outside bodies were in attendance and no reports received.

The meeting was opened at: 19:05

1. Mayor's welcome

- 2. Apologies for absence:** To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting.
Apologies were received from Councillor Richard Wiggall.
No apologies were received from Councillor Tim Morgan.
On a proposal from Councillor Paul, seconded by Councillor Forward, and with no objections, it was resolved to accept the reasons given.

- 3. Declarations of interest:** (if any) To receive declarations of interest under the Localism Act 2011 – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interest.
None declared.

- 4. Notes of the Town Council meeting held on 24 June 2025:**
To resolve as a correct record and authorise the Chairman to sign the official minutes.
On a proposal from Councillor Forward, seconded by Councillor Wells, and with no objections, it was resolved to accept the minutes as a correct record, and the Chairman was authorised to sign them.

- 5. Financial matters:** To resolve as correct and authorise payments.
- a) Bank balance: 30 June 2025 £25,237.60.
 - b) Income £500 from East Lindsey District Council by Cllr Tom Ashton. To approve payment of the Grant to Mr Elston to help with the upkeep of the swans
 - c) To give the Clerk delegated powers to pay any invoices in August, with permission from Chairman and Vice-Chairman.
 - d) Darren Kingdom Groundcare & Maintenance £75.00 War Memorial Tidy
 - e) Darren Kingdom Groundcare & Maintenance £50.00 Defibrillator Maintenance
It is noted that the values for 5d) and 5e) should have been the other way round on the agenda. War Memorial £50 and Defibrillator Maintenance £75.00.
 - f) Staff Costs £2926.14

Signed

30 September 2025

The outgoing Clerk informed the Council of an increase to the NALC pay scale of 3.2%, which was agreed to be applied retrospectively. The adjustment will be backdated to 1st July 2025 for the new the Clerk's September salary, the Clerk will send a copy of the pay scale increase to all councillors. Additionally, the outgoing Clerk reported issues with the Council's current PAYE provider, Haines Watts. The Council will review PAYE arrangements at the meeting scheduled for February.

- g) Late payment details received:
Darren Kingdom Groundcare & Maintenance £25.00 Defibrillator Maintenance
Haines Watts £114.00 PAYE
Expenses £15.98 Noticeboard Magnets
J C Gardening £126.00 New Bolingbroke Church Grass Cutting

On proposal from Councillor Forward, seconded by Councillor Paul and with no objections, all resolved to agree with 5a, 5b, 5c and to approve the above payments.

6. Planning: Town and Country Planning Act 1990. To consider and make observations on all planning applications received and to note planning approvals, refusals, enforcement complaints and appeal decisions advised by the district council, including any received between the date of this notice and the day of the meeting

No current planning applications received.

19:13 Councillor Rundle arrived.

7. FixMyStreet, Lincolnshire County Council and East Lindsey

Resurfacing of footpath North of New Bolingbroke: It was agreed to move to the September agenda.

8. The Clerk's reports, outstanding matters and new matters.

- a) To discuss jobs that need completing for Darrens Groundcare and Maintenance: The following tasks have been designated as priorities:
Urgent: Grind off the exposed post in the play area for safety.
Protect the Notice Board in New Bolingbroke (internal and external treatment).
Tidy the area surrounding the War Memorial in preparation for Remembrance Day. The Clerk will contact Darrens Groundcare and Maintenance to arrange the above.
- b) IT Policy To be adopted: on proposal from Councillor Forward, seconded by Councillor Paul and with no objections, all resolved to adopt the policy.
- c) Health & Safety Policy to be adopted: It was agreed to add football posts, the fencing and the telephone kiosk, with these added on proposal from Councillor Forward, seconded by Councillor Paul and with no objections, all resolved to adopt the policy.
- d) Terms of usage of the green, and possible disclaimer signs: The Council discussed the terms of usage for the green and the potential installation of disclaimer signage. The outgoing Clerk will provide suggested wording for the signs. Once the wording is agreed, the Clerk will proceed to order four disclaimer signs, with a budget not exceeding £200. Locations for the signage were also agreed. Proposed by Councillor Paul, seconded by Councillor Forward and with no objections, all resolved to approve the disclaimer signs.
- e) New Bolingbroke Church Grass Cutting: It was agreed to pay invoices for grass cutting at New Bolingbroke Church, with the contractor invoicing the council

Signed

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- f) directly for payment. The council has set aside £300 for this year and also has money in reserves from previous years. Councillor Rundle will obtain further details of the contractor and pass them on to the Clerk to enable the council to get a copy of his public liability insurance. Proposed by Councillor Paul seconded by Councillor Forward, and with no objections, all resolved future payments.
- g) New The Clerk's Nest Pension – The Incoming Clerk would like to set up a pension scheme out of her current contracted pay scale. After receiving a cost from Haines Watts Accountancy of £300, the Clerk advised that she could do this herself so there would be no cost to parish council. On proposal from Councillor Forward seconded by Councillor Paul and with no objections the Clerk will complete paperwork and start the new pension scheme from 31 August 2025.

9. Information, reports and correspondence

- a) Ownership of The Green: It was agreed to add this to November's agenda.
- b) To discuss any action needed for The Green. Now that the potholes have been filled It was agreed that the Clerk would contact Beeswax to ask if they would be able to scrape the surface, which they previously done 6 years ago for the council.
- c) Entrance and exit to the green being blocked by cars: The Clerk will draw up a parking policy to share with councillors, this will be added to the September agenda.
- d) Quotes for fencing at The Green: Following receipt of a quotation, it was agreed that 3ft round-top posts would be used. The Clerk will confirm with the contractor the total number of posts to be installed and share this information with the councillors. The Clerk will also complete the community grant application for £650, which is expected to cover the full cost of the project. On proposal by Councillor Paul, seconded by Councillor Rundle, and with no objections, it was agreed to apply for this grant.
- e) Telephone Kiosk/Micro museum of the area: Work has been unable to commence, as Darren was unable to gain access (due to the footpath reconstruction).
- f) To discuss possible grants for a defibrillator: The Clerk has applied for a grant through the British Heart Foundation.
- g) Update on the council's defibrillator at the Town Hall in New Bolingbroke: New battery and pads are now in place.
- h) Resident correspondence to be discussed. The Clerk advised that a local resident had submitted two emails, which were circulated to councillors ahead of the meeting. Following discussion, it was agreed that the matters raised fell outside the responsibilities of the Town Council. The Clerk will respond to the resident accordingly.

10. Next meetings:

No meeting in August.

Tuesday, 30 September 2025, at 19:15 in Carrington Village Hall.

Tuesday, 28 October 2025, at 19:00 in New Bolingbroke Town Hall

The meeting was closed at 20:05

Signed

30 September 2025