

Minutes of Sedgebrook Parish Council's Meeting
held in Sedgebrook Social Club at 7 pm on Thursday 11 September 2025

Present: The Chairman G Mahoney, The Vice Chair C Warby, Cllr Alec McNulty, County Councillor Richard Litchfield, District Councillor Rob Leadenham, Mrs J Bratton (Clerk/Responsible Financial Officer) and Clive Wood (past Chairman/Councillor of the Parish Council).

1 Chairman's Remarks –It was Jane Bratton's last meeting as the Clerk/RFO of Sedgebrook for the past 16 years. The Parish Councillors were sorry to see her retire from the position. She was thanked by both Chairman Gill Mahoney and former Chairman/Councillor Clive Wood and was presented with leaving gifts. Chairman Gill Mahoney together with Councillors Chris Warby and Councillor Rachael Yates had met with Rowan Smith and County Councillor Richard Litchfield to discuss flooding and highways matters for Sedgebrook. See item 9, Highways.

2 Apologies for absence and reasons given – Councillor Jane Denton, Councillor Rachael Yates and District Councillor Pam Bosworth.

3 To receive declarations of interest on any item on the Agenda under The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 of the Localism Act 2011 – none.

4 Notes of the last meetings

The notes of the Annual Parish Council Meeting held on the 10 July 2025 were approved as being a true record and were signed and dated by the Chairman.

5 Correspondence

5.1 The Clerk had sent Councillor A McNulty's Disclosable Pecuniary Interests form to Democracy at SKDC.

5.2 Severn Trent Councillor Newsletter had been circulated.

5.3. Sedgebrook Social Club has been allocated as a suitable rest centre in case of an emergency by the LCC, with agreement with Sedgebrook Social Club.

5.4 Information sent on Local Government Reorganisation in Greater Lincolnshire.

5.5 SKDC sent the Monthly Update report for the Electoral Register.

5.6 Andy Savage (Senior Countryside Officer, LCC) will be arranging to clear Footpath No PF6 as soon as resources allow. This had now been done.

5.7 SKDC sent a poster regarding change of bin day for householders in South Kesteven.

5.8 HSBC are reducing their savings account interest from 21 October 2025 from 1.44% to 1.32%.

5.9 An object letter, with comments regarding Harworth Development on Gonerby Lane, Allington, was sent to SKDC Planning.

5.10 LCC had requested help from parishioners concerning assets found on Lincolnshire's public rights of way. An email had been sent to be circulated via the Village Email.

5.11 Julian Withington of Leisure SK, Grantham Meres had emailed regarding Free Adult CPR and Defibrillator Training.

5.12 National Highways notified the Parish Council of essential maintenance work on the A52 between Bingham and Barrowby.

5.13 A reminder regarding North and South Kesteven District Parish Council Briefing Session on the 16 September at 6 pm. The Parish Councillors would not be taking part.

5.14 LCC sent information on the proposed local government reorganisation across Lincolnshire.

5.15 The Chair of Gonerby Parish Council sent a proposal for a parish Council Communication Network for Chairs, Vice Chairs of Parish Councils, our Parish, District and County Councillors. A decision had not been made. **Clerk Action:** to put the item on the next meeting's Agenda.

5.16 A parishioner had notified the Council of essential pollarding of horse chestnut trees on Village Street which will be taking place on the 19th and 20th November 2025.

5.17 Great Gonerby Parish Council had sent us a copy of its additional comments regarding the Harworth Development, which they had sent to SKDC. Concern was raised that Great Gonerby Parish Council was not objecting to the outline planning. The Chairman was due to speak to one of their Parish Councillors.

5.18 A reminder had been sent to LALC regarding the Website Accessibility Statement which the Internal Auditor had picked up that it should be updated to address the WCAG 2.2 requirements which came into force in October 2024.

5.19 The Environmental Agency had sent information on the improvements to the signing up for flood warnings due to take effect later in the year.

6 Public Forum – Nothing to report.

7a Report from the County Councillor

7.a.1 Cllr Richard Litchfield and Rowan Smith had completed a walkaround Sedgebrook along with Councillors Mahoney, Warby and Yates.

7.a.2 Cllr Litchfield had seen hedges being cut near the Nursery on Allington Road. The corner of the hedge had been cut and you can now see the footpath sign.

7.a.3 The Flood Team are meeting at Sedgebrook with Rowan Smith and County Councillor Richard Litchfield on the 25 September 2025. The County Councillor can now attend. **Clerk Action:** to send details to the County Councillor.

7.a.4 The County Councillor mentioned the hedge on the A52 which is causing visibility issues when exiting School Lane. Residents have complained but it is difficult to know who is responsible for cutting the hedge. **Chair Action:** to contact National Highways informing them of the visibility issue.

7.a.5 Cllr Litchfield asked if our new Clerk could contact Foston's new Clerk who has just started this week. **County Councillor Action:** to send details to our Chairman.

7.a.6 LCC Reform is running a Community Programme to complete small projects on application. The work is completed by volunteers – the Parish Council would need to provide the materials.

7.a.7 A52 project – Rowan Smith and the County Councillor will be completing a walkabout in Barrowby and they were looking at safety on the A52 a pedestrian crossing together with speed limits. They will take this to the Executive Highways Planning Resource and will be giving an update.

7.a.8 The Gonerby Development has raised a lot of emails.

7.b District Councillor's Report –

7.b.1 District Councillor Rob Leadenham gave details of the SKDC Business Growth Grant of £2500 to £15000 which is available for small businesses up to the 30 September. Match funding of 50% will be required. **District Councillor Action:** to send full details to the Clerk.

7.b.2 SKDC bin collection dates will be changing from the 15 September 2025.

7.b.3 From April 2026, two new food waste bins (one for inside and another for outside) will be issued. SKDC will be collecting the waste on a weekly basis on behalf of LCC (as they do for the green bin waste and cardboard collections).

7.b.4 Planning – The District Councillor currently has twelve outline planning applications including a new one at Barrowby.

7.b.5 The District Councillor will be arranging a get-together of all the Parish Councils in the Belvoir Ward.

8 Community Resilience Programme – for discussion – Councillor Rachael Yates was looking into the Community Resilience Programme. **Clerk Action:** to put it on the agenda for the next meeting.

9 Highways

9.1 A52 Safety Meeting – any update? During walkabout on the 20 September 2025, various problems were looked at. The main concern was the hedge – see 9.3. There is also the issue of the parking at the front of the new warehousing which is obstructing the exit view from School Lane – see 7.a.4.

9.2 S19 investigations – drainage system maps – regarding the dyke on other side of the road from Bowman's Way, the dyke was not blocked but, as it was wet, the pipe was serviceable. The ditches at the side of Allington Road/Village Street were also looked at during the walkabout.

9.3 Junction of School Lane with the A52 – the hedge to the west of School Lane is obstructing the view of oncoming traffic – see item no 7.a.4 Report from County Councillor.

10 Planning Applications –

10.1 Steering Committee Meeting held 26 August 2025 – regarding the Harworth Development – Great Gonerby Parish Council is not going to object to the outline planning application but would be benefiting from the 106. A survey had been conducted around April 2025 which resulted in a 20% increase in traffic – it was noted that this would have been done via an online traffic prediction website. It is not possible to know from where people will be travelling from – it is up to highways to investigate. Great Gonerby would not be affected by the proposed development like Allington and Sedgebrook would be. Allington Road and Gonerby Lane are unsuitable to take that amount of traffic if they are used 24/7 52 weeks of the year. There will be a lot of new traffic with 2000 employees on site and the road is not gritted. To make the village safe, regarding a Section 106 agreement with the developers, traffic calming would have to be looked at. The development on the Downtown site would have to be considered as well. From a planning point of view, Anglian Water is legally obliged to accept sewage even though they don't have the capacity. The County Councillor said that the Arena UK has a lot of events coming up – up to 400 horse boxes could be attending any event. The Parish Council ought to arrange another Archer Survey and data from the Speed Watch Team would be very helpful.

If the A1 closes, traffic is diverted through Allington and Sedgebrook. If a Section 106 Agreement is made, the Parish Council could look at obtaining white gates, more speed restrictions, speed cameras etc. Planning has government targets to meet and Highways cannot object but they can make comments and request certain conditions on application.

11 Footpaths

11.1 Hedge on Abbey Lane belonging to new owners of property – it was reported that the hedge had been cut back but it is still quite thick. The Parish Council to monitor the situation.

12 The Green

12.1 The phone kiosk – repainting update – Cllrs Alec McNulty and Rachael Yates are looking to get a weekend to do the painting while the weather is still good. Cllr McNulty will give the kiosk a good clean.

13 Recreation Field

13.1 Memorial Bench – request from parishioners – Cllr McNulty had spoken to the parishioners. The quotation for a new bench from Eco Plastic Wood was in the region of £300-£500. An alternative was to look at putting a plaque on a lath of the picket fence or on a bench which is already in situ. **Chair Action:** to contact Eco Plastic Wood to see if it is possible to add plaques to benches following manufacture.

14 Review of Policies

14.1 GDPR

14.1.1 – SPC Data Audit Schedule – to review and adopt – following the review, it was unanimously agreed to adopt the Data Audit Schedule. **Clerk Action:** to upload the document on the website.

14.1.2 - SPC Data Breach Policy – for review and adopt – this was reviewed, and it was unanimously agreed to adopt the Data Breach Policy. **Clerk Action:** to upload the document on the website.

14.1.3 SPC General Data Protection Regulations (Service) Consent to hold Contact Information – for review and adopt – this was reviewed and unanimously agreed to adopt. **Clerk Action:** to upload the document on the website.

14.1.4 SPC Subject Access Request Procedure – to review and adopt. Following the review, it was unanimously agreed to adopt. **Clerk Action:** to upload the document to the website.

14.1.5 SPC GDPR Security Compliance Checklist – for review and adopt. Following the review, it was unanimously agreed to adopt the policy. **Clerk Action:** to upload the policy to the website.

14.2 Tree Management Policy – to adopt. The policy was unanimously adopted. **Clerk Action:** to upload the policy onto the website.

15 Finance (The Clerk)

15.1 Details of income and outgoings since the last meeting as per the bank statements as at 5 September 2025 – Bank Account as of 5 September – the balance on the current account stands at £5094.68 –the balance brought forward on the 5 July was £7115.08, three payments to PE Hempstead & Sons of £706.20, LALC for the Internal Audit of £198, two payments to the Community Cleaner and Clerk totalling £874.80 and a refund to Cllr Denton of £32.

The balance on the deposit account on the 5 September 2025 was £28045.32 which included interest of £111.64.

15.2 Verification of Bank Statements/Bank Reconciliations – the documentation for the 5 August which had been circulated to the Parish Councillors prior to the meeting, had been verified by Cllr Jane Denton. The documents for the 5 September had been circulated and will be verified by Cllr Jane Denton at the next meeting in November.

15.3 Payments List for Authorisation – a copy of the list together with copy invoices/payslips had been circulated prior the meeting.

INVOICE/ PAYSLIP REF	NAME	PAYMENT FOR	BREAKDOWN OF AMOUNT/DETAILS	£
15.3.1	P E Hempstead & Sons	Grass Cutting	For July	141.24
15.3.2	Community Cleaner	Pay for Sept	Basic pay £109.20	108.60
15.3.3	Clerk	Final pay for Sept 2025	New Basic pay £ 459.10 +(back pay £14.10 x 5 mths = £70.50)+ Holiday Pay = £199.03 +£27 for light/heat/internet + mileage (from 6.8.24 to 30.9.25 – 316.1 miles @ 45p) £142.25 = £897.88	752.28
15.3.4	LALC	Internal Audit	For YE 31 Mar 2025	198.00

15.3.5	P E Hempstead & Sons	Grass Cutting	For August	282.48
15.3.6	Community Cleaner	Pay for October	Basic pay £109.20	108.40
15.3.7	HMRC	PAYE	¼ end 30 Sept 2025	381.00

All the payments were unanimously approved and signed by all Councillors present.

15.4 Clerk's salary to be discussed – details to be minuted and signed by the Chairman separately.

16 Appointment of New Clerk – update

16.1 A new Clerk/RFO had been appointed and he will be starting on the 1 October 2025. A Contract of Employment has been arranged but it had not been signed as yet. References and Right to Work documents are awaited. **Chairman Action:** The Chairman was seeing the new Clerk next week. It was noted the new Clerk is a member of the Society of Local Council Clerks so our current Clerk's membership can be cancelled. **Clerk Action:** to contact SLCC to cancel and arrange a refund.

17 Items for the next meeting –

17.1 Bank Mandate to update and add new signatories – it was unanimously agreed that Clive Wood needs to be taken off the signatories of the bank account. The Clerk will stay on the mandate until such time that the new Clerk is added on and has been made the main account administrator. The payments due to be made are in the process of being arranged next week. **Clerk Action:** to contact P E Hempsteads to request they send their September invoice as soon as possible following the second cut of the month.

17.2 Half-yearly Budget discussion

17.3 Budget for YE 31 March 2027

17.4 Policies to be approved/adopted:

17.4.1 SPC Health & Safety Policy

17.4.2 SPC Disciplinary Policy

17.4.3 SPC Sickness Absence Policy

17.5 Deposit Account – to review the interest rate

18 Date of date of the next meeting:

13 November 2025

Clerk's Notes published: 15 September 2025