

Minutes of Meeting of Bishop Norton with Atterby Parish Council

Meeting held on 11/05/2026 at 7.30pm at Bishop Norton Village Hall

1. **Present:** Cllr P Thody (Acting Chair), Cllr J Suggit, Cllr s Freeman, Cllr T Guy, Cllr a Panton and Ros Townsend (Clerk).

There were 3 members of the public in attendance.

2. **Apologies:** Received from Cllr S Bunney, Cllr T Dean.
3. **Election of Chair:** Cllr P Thody was nominated by Cllr T Guy and seconded by Cllr A Panton. The declaration of acceptance was signed.
4. **Election of Vice Chair:** Cllr S Freeman was nominated by Cllr A Panton and seconded by Cllr T Guy.
5. **Declarations of Interest:** Allotments Cllr J Suggit, Cllr s Freeman, Small park Cllr s Freeman.
6. **Minutes of last meeting and matters arising:** Cllrs read and agreed the minutes from the March meeting (previously circulated by email). The Minutes were signed as accurate by the Chair.
Matters arising: Parking Matters in Eastfield discussed and other junction difficulties around the village; unless an official complaint received let it lie but still encourage them to find alternative.
7. **Reports by Ward/County Councillors:** Cllr Bunney's report was read out by the Chair-

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Food Waste

The new service has started well with an over 60% take up in the first week – the figure increasing week by week.

A regular question is why the lids are not closed on the orange bins after emptying. The collection is being done by new crews who are only just getting used to their rounds – by leaving the lids open they know that they have been down the road and will not double collect. A side reason is that it provides ventilation.

Policing

In recent weeks it has been announced that extra personnel have been allocated to the neighbourhood teams. For the eastern division this amounts to one PC and two extra PCSOs – the full complement will be in place during the summer. Whilst the addition to the team is to be welcomed it still does not match the numbers on from a few years ago.

WLDC are investigating possible ways of increasing the support given to the police by their enforcement and anti-social behaviour teams.

The neighbourhood team are prepared to visit local community groups to discuss their local approach to policing and answer any questions. PCSO Dawn Cowling gave a very informative talk to a community group in Market Rasen. Her email is: dawn.cowling@lincs.police.uk

The police are currently using the platform 'Lincolnshire Alert' to communicate with the public. They use it to publicise information on incidents – list people sentenced etc. It can also be used to send messages to the police. I would recommend that people sign up to the service – the web link is: www.lincolnshirealert.gov.uk

LGR and Elections

May 3rd '27 is local election day for the area. All Parish Councils are up for election. Whether the upper tier election will be for a District or a new Unitary Authority is still undecided. The Government are expected to announce a decision in June or July this year.

Glentham 2 Aerobic Digester

The final decision will be determined by Lincolnshire Planning Company sometime later on in the year. The Community is overwhelming against the digester proposals on the following grounds:

- highway Infrastructure inadequate to take the increase in traffic
- emissions and air quality
- no economic benefit to the local community

At the planning committee representatives from the company and objectors, along with myself have the opportunity to speak.

Clerk to circulate PCSO and Lincolnshire Alert details to councillors and noticeboard.

- 8. Public Question Time:** Concerns were expressed by 2 residents about the level of fly tipping along Bishop Norton and Atterby Lanes – councillors explained about reporting it online (that anyone can report it) and that the council were quite good at collecting it.

Clerk to put details of reporting fly tipping on the noticeboard, in Triangle and on website

Small play area see correspondence.

- 9. Correspondence:**

Bishop Norton PCC: A request was read out from St Peter's Church for another grant to support the annual running costs of the church. Last year the PC granted £750 for church clock repairs, churchyard maintenance and increased hours of lighting in the churchyard during the winter period. Cllrs Freeman and Panton suggested £750 plus cost of living -£775. Councillors felt that we should ask the PCC for copies of invoices that last year's grant assisted with. ***Clerk to follow this up.***

The Triangle Lincs: A request was read out from The Triangle Lincs for a grant to support with the printing costs. I was noted that a grant was not requested last year. Again, Councillors felt that we should ask the PCC for copies of invoices that last year's grant assisted with. ***Clerk to follow this up.***

Casual Vacancy of Parish Councillor: This was posted online and there has already been one person interested. Councillors advertising should continue to the middle of June with adverts going on the noticeboard, Facebook and in The Triangle. Councillors also suggested that we should have an 'online' meeting to co-opt the new councillor before the next meeting in July so they would be ready to fully participate. ***Clerk to advertise and post out relevant paperwork.***

Parish Online: An invoice from Parish Online was discussed and Cllr Panton agreed to investigate what it actually offers, before we decide to renew. ***Clerk to liaise with Cllr Panton***

Football: A letter was received from Dan Coxon thanking the PC for help with pitch arrangements but they had found an alternative site so would not be coming to play at Bishop Norton.

New councillor training: A letter was received from Michael Lewis the former clerk at Toft Newton offering some training for councillors. The councillors agreed that this would be a good idea if a suitable date could be arranged. Cllr Thody asked that the PC purchase a training handbook from LALC. ***Clerk to follow up with training choices from LALC etc and purchase of handbook.***

Small play area: Correspondence was received from Darryl Bettany of the Bishop Norton Amenities Group-

I would like to progress discussions with the Parish Council with a view that the BNAL area be taken over by the PC. All info had been gathered re current state of the area management by Bishop Norton Amenities Limited.

The recent inspection was fine - just some minor work to remove moss build up (now completed) and some areas to paint. Wicksteed estimated the equipment has a further lifespan of 5-10 years, however I believe this conservative given the equipment is already 10 years old

and in a good condition. Wicksteed estimated the current replacement cost of all the equipment, fencing and ground to be £32,000. The equipment specification has changed and probably could not be replaced on a like for like basis.

Would grants be available to help cover any replacement costs in the future?

Prior discussions have covered the annual Wicksteed inspection would be at no additional cost when included with the new equipment and the added insurance costs to the PC would be minimal.

Re the Section 106 restrictions. I understand these will stay with the residents as they are a restriction on their properties. If a transfer is successful, they would have to appeal to West Lindsay Planning to have the S106 modified or removed.

Councillors discussed these points – Popularity of PC taking the small park over by village residents (possibly needing another village consultation), the costs of replacing equipment re section 106 requirements, the cost of insurance and annual safety checks, the need for a substantial payment from the group to assist with future maintenance/replacements costs.

Clerk to ask about costs of including insurance and inspection in with the new play equipment (that might assist the current owners) considering that the PC don't own the area or equipment.

- 10. Report by RFO:** The RFO presented the financial from 1st to 30th April with accompanying bank statement (already circulated). These were agreed by the council and signed by the Chair. The internal audit has been completed with no issues arising. Section 1 of the Annual Governance statement was approved and signed by the Chair and Clerk. Section 2 of the Accounting Statement for 25/26 was signed by the Chair.

The new budget (already circulated) was presented to and agreed by the council – Cllr Suggit queried the amount to be kept aside for elections.

The Financial Risk Assessment (already circulated) was agreed by the council.

The new insurance quote from Zurich had increased to £530 therefore the council were asked to view the fixed assets register (already circulated) and the level of insurance for this year agreed. LALC recommend a different insurance company.

The Financial Risk Assessment was agreed with a recommended addition from Cllr Freeman to specify how large payments are made safely.

Clerk to send information for External Audit and put details on noticeboard and website.

Clerk to seek new insurance quotes based on updated Fixed Assets replacement costs and to add details to Financial Risk Assessment. Clerk to seek election costs.

11. AGAR and Assertion 10:

The Parish Councillors and Clerk all now have .gov.uk email addresses, the website has had some updating, an IT policy, accessibility statement as well as agendas and minutes for the past year have also been added to the site.

Councillor Suggit expressed his reluctance to use his .gov.uk email on his personal IT devices, concerned that this expands the council's focus away from its intended purpose (Mission Creep). The Chair then asked if he had seen any of the circulated information prior to the evening's meeting – Cllr Suggit said he had not. The Chair then asked how we can proceed in future; it was decided that for the next meeting the Clerk would provide the information for Cllr Suggit on hard copy.

Clerk to see if funding available for purchase of separate devices for councillors.

Clerk to print off material for next meeting for Cllr Suggit.

- 12. Planning Application WL/2025/01227 update** – The planning officer asked the applicant to review the plans by reducing the number of houses on the site and finding alternative drive entrances for the barn. There was a deadline of 30/4 given but according to the planning portal the decision is still pending, and no further plans have appeared on the site.

Planning Application: PL/0101/2025 Glenthams AD – see Cllr Bunney report

Planning Application: WL/2026/00380 Atterby – no objections from council

13. Bus Shelter request- Quotes for two different styles have been sought. Letters to residents living near proposed site would need to be sent for their opinions. A quote for hard standing has been sought. Highways must agree that the site is suitable. The grant is on a first come first served basis. Insurance costs not yet sought. All these points were discussed at length by councillors especially the proposed site for the shelter in the middle of the village where the buses stop.

Points raised:

- there are so few buses with very few residents using them;
- the shelter would not be easily accessible for prams or wheelchairs;
- having a bus shelter in the previous place (by the PC noticeboard) would mean residents would have to cross the road on the blind bend - putting people at risk;
- annual insurance and maintenance costs.

In view of all these concerns, the council regretfully felt that they could not agree to the request.

Clerk to write to Mrs P Varney on behalf of the PC.

14. Allotments ; the ditch had been partially cleared – concerns were expressed about the overgrown area from the bottom of Well Street to allotments. Organise clearing by finding out who owns the field – possibly organising a community clearing event.

Clerk to find out who owns the field by the first part of the ditch; to speak to Neil Flear; to contact Highways to see if this is their responsibility; to get quotes for replacements of sleeper ditch crossing points; obligation for allotment holders for ditch clearance to be removed with the possibility of an increase in fees from next year to cover clearing costs.

15. Play Park : a local company from North Kelsey has been booked to provide the annual safety inspection £170 +VAT this does not include the small play park. Wicksteed has reimbursed the PC for the costs of the barriers, and the Community Volunteering Scheme has been and repainted the goal posts. There is a bare area by the near goal post – quote to be sought for returfing and fencing off while grass ‘taking’. Cllr Panton agreed to continue with weekly checks of play park equipment.

Clerk to ask inspection company for quote to include small play area; to publish photos of CVS at work in Triangle; to get quote for reseeding etc

16. Community Resilience – the box has been checked and the contents listed. Some replacement Hi Vis jackets are still required and some spare batteries. The Chair asked that a list be circulated to the councillors for their information.

Clerk to purchase Hi Vis jackets and spare batteries and circulate updated list to councillors.

17. Items for the next meeting – updating and adoption of Standing Order & Code of Conduct re use of .gov.uk email addresses, IT training, Councillor Training – New Councillor/Clerk/Chair/ Play Park Safety, Co-option of New Councillor, Allotment drainage, Small Play Park, list of policies for updating.

Clerk to arrange these

18. AOB: Atterby Footpath and the cut through from the village hall to Archer St are overgrown. ***Letters for clearance of latter to be sent by Clerk.*** Who owns it and is responsible for maintenance of the former? Cllr Guy will walk it. Glenthams public footpath also overgrown.

19. Date of next meeting: Monday 13th July 7.30pm -hall booked

20. Closed session: The new contract and job descriptions for the new clerk (already circulated) were agreed and signed. The council agreed to purchase a new printer and to the clerk’s expenses.

The meeting closed at 9.45pm

Chairperson signed.....Dated.....

DRAFT