

Nettleton Parish Council
Minutes of the Ordinary Meeting on Tuesday 15 July 2025 at 7.00pm
Nettleton Village Hall, Moortown Road, Nettleton, LN7 6AA

Clerk: Tony Shaw

Present: Councillors Fulton (Chair), Dawon (Vice-chair) and Bottrill

Attending: District Councillor Tom Smith, One member of the public

1. To record declarations of interest and any dispensations granted

None

2. To receive apologies from any members unable to attend the meeting

Apologies received from Councillor Connolly. It was resolved to accept the reason for absence.

3. To adopt the minutes of the meeting on Tuesday 20 May 2025

It was resolved to adopt the minutes and they were signed by the Chair

4. Open forum – maximum 15 minutes unless directed by the Chair

A member of the public raised three items for discussion:

- The Play Park gates do not close properly
- Dog fouling in the Play Park is a persistent problem
- There have been recent issues with damage to the Play Park equipment

The Chair explained that all three items were due to be covered later in the agenda.

The following item, not on the agenda, was raised by a councillor for discussion only:

- The bollards in the centre of the A46, at the junction with Moortown Road, need cleaning. It was suggested that this be logged on FixMyStreet.

5. To receive updates from District and/or County Councillors

District Councillor Smith provided a verbal update on two matters:

- Simon Smoothey from WLDC is looking at the provision of a larger (or second) dog waste bin at Nettleton Woods.
- WLDC do not offer dog warden training but are willing to speak directly to Councillor Dawson to offer advice.

6. Finance

a) To note any income received since the meeting on 20 May 2025

Date	Received From	Description	Amount
30/05/25	HMRC	VAT Refund for 2024-25	2,445.72
30/06/25	Unity Trust	Bank Interest	230.24

b) To ratify any payments made since the meeting on 20 May 2025

It was resolved to ratify all payments below.

Bank Date	Supplier	Description	Net	VAT	Gross
23/05/25	NBB Recycled Furniture	Two Picnic Tables and Fixings	915.00	183.00	1,098.00
28/05/25	Antony Shaw	Salary (May)	269.97		269.97
28/05/25	Antony Shaw	WFH Allowance (May)	26.00		26.00
28/05/25	Antony Shaw	Mileage (May) - Play Park Inspection	14.58		14.58
28/05/25	Clear Councils	Liability Insurance	1,042.69		1,042.69

31/05/25	Unity Trust Bank	Service Charge (May)	6.00		6.00
30/06/25	AJ Williams	Grass Cutting (May)	306.00		306.00
30/06/25	Antony Shaw	Salary (Jun)	499.30		499.30
30/06/25	Antony Shaw	WFH Allowance (Jun)	26.00		26.00
30/06/25	Antony Shaw	Mileage (Jun) - Play Park Inspection	14.58		14.58
30/06/25	LALC	Councillor Training (G Fulton)	37.50	7.50	45.00
30/06/25	Tim Hind	Pirate Ship Repairs	45.00		45.00
30/06/25	Unity Trust Bank	Service Charge (Jun)	6.00		6.00

c) To approve a schedule of payments

It was **resolved** to approve all payments below.

Supplier	Description	Net	VAT	Gross
AJ Williams	Grass Cutting (Jun)	510.00	102.00	612.00
Cartridge World	Black and Colour Ink Cartridges	34.99	7.00	41.99
Grassmats Ltd	Play Park Rubber Mats	44.00	8.80	52.80

d) To receive and approve a bank reconciliation to the end of June 2025

It was **resolved** to approve the bank reconciliation below.

Unity Current	Income	Expenditure	Transfers In	Transfers Out	Accounts Balance	Bank Statement
Start of Year					2,820.82	2,820.82
Apr 25	14,054.57	6.00	0.00	0.00	16,869.39	16,869.39
May 25	2,445.72	18,538.72	5,000.00	0.00	5,776.39	5,776.39
Jun 25	0.00	941.88	0.00	0.00	4,834.51	4,834.51

Unity Reserves	Income	Expenditure	Transfers In	Transfers Out	Accounts Balance	Bank Statement
Start of Year					41,469.66	41,469.66
Apr 25	0.00	0.00	0.00	0.00	41,469.66	41,469.66
May 25	0.00	0.00	0.00	5,000.00	36,469.66	36,469.66
Jun 25	230.24	0.00	0.00	0.00	36,699.90	36,699.90

NatWest Reserves	Income	Expenditure	Transfers In	Transfers Out	Accounts Balance	Bank Statement
Start of Year					-0.16	-0.16
Apr 25	0.00	0.00	0.00	0.00	-0.16	-0.16
May 25	0.00	0.00	0.00	0.00	-0.16	-0.16
Jun 25	0.00	0.00	0.00	0.00	-0.16	-0.16

Account	Balance
Unity Current	4,834.51
Unity Reserves	36,699.90
NatWest Reserves	-0.16
Total Funds	41,534.25

e) To receive a summary of income and expenditure against budget, to the end of June 2025

Income and Expenditure budget monitoring presented for discussion.

Income

Budget Code	Budget	Actual	Variance
Bank Interest	0.00	230.24	230.24
CIL	0.00	54.57	54.57
Council Tax Grant	100.00	100.00	0.00
LCC Amenity	2,276.96	0.00	-2,276.96
Precept	13,900.00	13,900.00	0.00
VAT Refund	0.00	2,445.72	2,445.72
Total		16,730.53	

Expenditure

Only budget lines with an actual expenditure are presented.

Budget Code	Budget	Actual	Variance
Bank Charges	78.00	18.00	60.00
Defibrillators	250.00	220.00	30.00
Grass Cutting	3,800.00	1,224.00	2,576.00
ICO	35.00	47.00	-12.00
Insurance	920.00	1,042.69	-122.69
Internal Auditor	120.00	100.00	20.00
Newsletter	700.00	291.15	408.85
Pest Control	100.00	140.00	-40.00
Play Park	1,000.00	14,085.00	-13,085.00
Staff Costs	4,800.00	1,039.44	3,760.56
Staff Expenses	400.00	136.32	263.68
Street Furniture	500.00	1,098.00	-598.00
Training	150.00	45.00	105.00
Total		19,486.60	

It was noted that significant overspend on the “Play Park” and “Street Furniture” was due to the unplanned decision to install a path across the playing field and purchase two recycled benches. This was funded from the council’s reserves.

7. Clerk’s Report

a) Mansgate Hill signage

LCC have agreed to erect a new weight limit sign at the top of Mansgate Hill and remove the remaining “Nettleton” sign that directs traffic down Mansgate Hill to the village.

b) A46 verge parking

Nettleton School have agreed to ask staff to refrain from parking on the grass verge on days that the contractor is attending the village to cut grass. The Clerk will advise the school each month as to when this will be.

c) Replacement dog waste bin at Nettleton Woods

As per agenda item 5, WLDC have agreed to provide a larger (or second) bin.

d) Dog warden training

As per agenda item 5, WLDC have offered to speak to Councillor Dawson about the dog fouling issues in Nettleton.

e) Damaged matting in the Play Park

It was noted that the Clerk has purchased two new rubber mats to replace the damaged items under the Play Park swing.

8. To consider planning application WL/2025/00678 - Wold View, Moortown Road, LN7 6HX

It was **resolved** to submit a comment of “No Objection”.

9. To consider quotes for repairs to the Play Park gates

One quote has been received so far and two further quotes have been requested. Council considered three options for the repairs.

- i. Repair the existing double gates and remove the self-closing mechanism
- ii. Repair the existing double gates and install a new self-closing mechanism
- iii. Repair the existing double gates, removing the self-closing mechanism and returning them to locked gates for contractor access only. Install an additional single gate with self-closing mechanism for public access.

It was **resolved** to pursue option iii and delegate to the Clerk to instruct a contractor subject to a maximum quote of £2,500.

10. To discuss Councillor vacancies

Council discussed the need to promote the profile of the council to help fill the three councillor vacancies. Ideas were discussed under agenda item 11.

11. To discuss options for Community Engagement

Council discussed how it could improve community engagement. Ideas for events included a resident Christmas Tree with Christmas event and a Dog Show. Councillor Bottrill agreed to produce a proposal with costings.

It was **resolved** that the Clerk create a “Parish Clerk” facebook account for the sharing of key information and council achievements.

12. To discuss the management of the council’s assets

Council discussed the need to use its asset register as a basis for annual budgeting. The first stage will involve a walkaround the village to review the location and condition of all current assets. The Chair will lead this activity with assistance from any volunteers.

13. To discuss the formation of a working group to organise an event on the Playing Field

It was **resolved** to create a working group of Councillors Bottrill and Dawson, with additional members as and when required.

14. To discuss increasing the frequency of the Parish Council Newsletter

A decision on increasing the frequency has been deferred. The next edition of the Newsletter is expected to be ready in August.

15. To approve the purchase of a new laptop for the Clerk

Following discussion it was agreed that the Clerk will continue with the current laptop and monitor the prevalence of issues with the display.

To resolve to move into a closed session to discuss the confidential items below.

It was resolved to move into a closed session.

16. Clerk’s Appraisal and Salary

The Clerk had a recent appraisal with Councillors Fulton and Dawson. Following feedback to full council, the following recommendations were agreed:

It was **resolved** to advance the Clerk to scale point 24 on the NJC scale, with effect from 1 July 2025.

It was **resolved** that the Clerk can work up to 10 hours per week, without pre-approval from Council.

Next Meeting: Tuesday 23 September 2025