



NAVENBY

At the Heart of
the Lincolnshire
Cliffe Villages

The Venue, Grantham Road, Navenby, Lincoln LN5 0JJ

office@navenbypc.org.uk

Chair: Mike J Burt

Clerk: Susan Letham

Tele: 01522 811132

Dear Councillor

You are hereby summoned to join a Meeting of Navenby with Skinnand Parish Council to be conducted in the Parish Office, on **Tuesday 10th June 2025 at 7.00pm.**

AGENDA

1. Chairman's Welcoming Remarks.
2. The PUBLIC SESSION will follow and last for fifteen minutes. Members of the Public may ask questions or make short statements to the Parish Council.
3. Apologies for Absence and declaration of interests - to receive and accept apologies where valid reasons for absence have been given to the Parish Clerk prior to the meeting. And, in accordance with the requirements of the Localism Act 2011, consider any applications for dispensations in relation to pecuniary and/or prejudicial beneficial interests.
4. To approve and accept the minutes from the Annual General Meeting and Parish Council meeting, both held on Tuesday 6th May 2025. Clerk to update on any outstanding actions.
5. To resolve and approve the financial report and authorise payments.
6. To consider updates from District/County Councillors.
7. To consider matters pertaining to local Policing.
8. To consider Planning Matters:
 - a. **Applications:**
J. E. Porter Ltd, Barn Farm, Church Lane, Low Fields. 25/0548/FUL. Erection of agricultural storage building, farm office, integrated crop sprayer shed, open side tractor shed/chemical store building and grain store with integral dryer, ancillary grain silos, water storage tank, hardstanding, access and attenuation system.
 - b. **Correspondence:**
40 High Street Navenby. 24/1495/FUL. Siting of InPost parcel locker. Approved.
 - c. **Tree Conservation:**
Smoots Top, 25 Clint Lane. 25/0616/TCA (Tree). Norwegian Spruce – Remove. New extension being built on south side.
9. **To consider correspondence.**
 - a. 20 May 2025. Councillor Overton. To consider and agree (retrospectively) to a request for a free meeting room once per month for 20 to hold CVSAG meetings (noting requirement to fit around other bookings).
 - b. 20 May 2025. Councillor Overton. To consider a request to help fund the activities of the Cliff Villages Solar Action Group, noting that Thorpe on the Hill Parish Council has contributed £1000.
 - c. 21 May 2025. Mrs Hellard, Governor, Navenby CofE Primary School. To consider a request to alter the advisory School Safety Zone to make it statutory through the issue of a Traffic Regulation Order, and to support related traffic survey.
 - d. 21 May 2025. LCC Highways. DM/308 - Winton Road, Navenby - Proposed Parking Restrictions (Amended). Highways visits have confirmed no significant demand for on street parking on Winton Rd and parking observed did not impact on traffic flow or visibility. Therefore, Highways propose restrictions to protect



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junction and approach to it, only, and they do not believe that further intervention is required for purposes of highway safety.

e. To consider and agree that Parish Council joins the LALC Annual Training Scheme for £192 (incl VAT). Otherwise, individual courses will need to be paid for at greater expense ie £84 for recent course attended by Clerk/Assistant Clerk.

f. To consider and agree requirement to identify councillors for training or refresher training.

g. To consider a request to thank resident Jayne Wilson (Eleanor Gardens) for pruning/managing plants overlooking the Open Space.

h. To approve a sum of up to £1500 + VAT to pay for legal advice on Councillors' liabilities for their work as Managing Trustees of the Navenby Playing Field Association, and how any risks from these can best be mitigated.

10. Navenby Christmas Lights Switch On 2025 – to consider PC support for event.

11. **Annual Governance & Accountability Return (AGAR) 2024/2025:**

- a. To read out, fill in and sign Section 1 – Annual Governance & Accountability Return AGAR 2024/2025.
- b. To accept and sign Section 2 – Accounting Statement 2024/2025 of the AGAR.
- c. To accept Statement of Accounts and authorise the Chair to sign them.
- d. To accept the Internal Auditor Report.

12. **Updates from Portfolio Holders**

- a. **CEMETERY** – update from Cllr Gunning.
- b. **HIGHWAYS** – update from Cllr Burt on progress with the Community Speed Watch (CSW) initiative.
- c. **PLAY AREAS** – updates from Cllr East & McFaul.

To agree a sum of up to £1000 to pay a contractor to strip and dispose of all vegetation from the wall of the North Lane playpark as a precursor to a full survey of the condition of the wall.

- d. **LIBRARY** – update from Cllr Carless.
- e. **WEBSITE/IT** - update from Cllr Mills.
- f. **VENUE TRUSTEE CHAIR** - update from the Chair.

To agree that the amount to be paid to the Venue to secure exclusive use of the Parish Office be set at either £13 500 (to reflect the cost of room hire paid by other users) or £7000 (in recognition of the lower support costs generated by the PC and the regular business we provide), based on the annual expenditure for running each area of the building, or £6280 based on the area we occupy and the cost per square foot for local office rental.

To consider whether to recover the loan of £2 500 to the Venue, used to buy the fireworks for last year's event.

g. **COMMUNITY WELLBEING** inc Youth Café/Club - update from Cllr McFaul/Mills/Thompson-Burt.

To consider and agree to pay an annual sum of £200 to support the activities of the Dementia Carers' Café as part of broadening the wellbeing portfolio to include support for older village residents. (add to wellbeing portfolio alongside Youth Café)

- h. **SPEED INDICATOR DEVICE (SID)** – update from Cllr Burt.
- i. **DEFIBRILLATORS** – update from Cllr Gunning.
- j. **STREETLAMPS** – update from Cllr Gunning.



**the
Venue**
@ N a v e n b y

NAVENBY with Skinnand PARISH COUNCIL

Village Office & Community Access Point

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13. **Date of future meetings:** 1st July 2025.

Signed: Susan Letham (Parish Clerk)

Date: 4th June 2025