



NAVENBY

At the Heart of
the Lincolnshire
Cliffe Villages

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

Chair: Mike J Burt
Clerk: Andy Callander
01522 811132
office@navenbypc.org.uk

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 7th April 2026 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 Parish Council meeting, held on Tuesday 3rd March 2026; and to review outstanding actions from previous meetings.
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:**

Holt Cottage, 12 Clint Lane. 26/0245/HOUS. Demolition of existing conservatory, erection of a two-storey rear extension and detached office/home gym pod. No Comment (Submitted *ex-committee*).

Roscot 7 Crossfield Road. 26/0376/HOUS. Erection of a single storey side and rear extension.
 - b. **Correspondence:**

26 February. Quarterly Playpark Defect Summary Report. To be discussed at item 10.

5 March. LCC Culture Service Manager (Library and Heritage Client Lead). Response to PC request on Community Library funding. To be discussed at item 9.

12 March. Wellingore & Navenby District RBL. Inquiry regarding PC interest in purchasing wooden *Tommy* and *Poppy* silhouettes for Remembrance Day events.

21 March. Resident request for update on Gas Lane parking issue. To be discussed at item 12.

24 March. NKDC Youth Support Forum. Request for information on activities for young people aged 11–18.

31 March. Cllr Carless. Letter of Resignation due to her move from the Parish.



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c. Tree Conservation:

To approve contract, based on quotes received, to carry out essential works identified in NKDC 3-yearly tree inventory report (16 February).

Notification of Intended Works to Trees in a Conservation Area: Temperance Cottage, High Street. 26/0380/TCA. T1 Hornbeam (*Carpinus betulus*) fell to ground level. T2 Cottoneaster (*Cotoneaster frigidus*) fell to ground level. T3 Budleaha (*Buddleja davidii*) fell to ground level.

9. Community Library – To discuss LCC response on Community Library funding; visits to evaluate how other PCs provide library services; and library volunteers' views of how library might develop. To approve whether to confirm to LCC the intent to transfer future grant funding to NPFA from FY2026/27 onward, noting PC remains accountable grantee. To approve a response to LCC regarding library reserve monies to enable further scoping.
10. Playparks. To approve whether to tolerate or treat identified risks in Quarterly Playpark Defect Summary Report (26 February).
11. Playparks. To approve contract, based on quotes received, to carry out essential works on North Lane Playpark stone wall.
12. Highways. To discuss findings (from LCC Highways, Lincs F&RS and business owners) on Gas Lane parking issue and to approve whether to proceed with a Traffic Restriction Order application.
13. Highways. To approve payment of a total of £400 to Lincolnshire Road Safety Partnership to install two Speed Indicator Device (SID) mounting posts, one at existing SID site at Twenty Row and one at junction of Top Farm Avenue and Green Man Road.
14. Governance. To review and approve the following Parish Council policies:

[Code of Conduct](#)
[Complaints Policy](#)
[Consent to hold Contact Information form](#)
[Councillor Privacy Policy](#)
[Data Breach Policy](#)
[Disciplinary Policy](#)
[Equality Diversity and Inclusion Policy](#)
[Freedom of Information Policy](#)
[Grievance Policy](#)
[Health and Safety Policy](#)
[Health and Safety Arrangements](#)
[Information and Data Protection Policy](#)
[Internal Control Statement](#)
[Lone Working Policy](#)
[Media Policy](#)
[Privacy Policy](#)
[Publication Scheme](#)
[Purchase of Exclusive Rights Privacy Policy Notice](#)
[Recording of Meetings Policy](#)
[Records Retention Policy](#)
[Risk Management Policy](#)
[Safeguarding Public Money Policy](#)
[Social Media Electronic Communications Policy](#)
[Subject Access Request Procedure](#)
[Training & Development Policy](#)



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15. Governance. To review draft Risk Register and approve format and identified risks.
16. Governance. To brief Cllrs on Charity Commission guidance on Local authorities (or Councils) as trustees of charities: <https://www.gov.uk/government/publications/local-authorities-as-charity-trustees/local-authorities-or-councils-as-trustees-of-charities>
17. Governance. To approve a new Deputy Chair (vice Cllr Carless).
18. St Peter's Closed Churchyard. To brief Cllrs on NPC/PCC progress meeting on 31st March.
19. Events – To brief Cllrs on Xmas Market/Lights planning and to approve an amendment to previously approved scope of the event i.e. to have Xmas tree lights switch-on on Friday evening at 7pm, separately from Xmas Market/St Peter's Carol Concert on Saturday.
20. **Updates from Portfolio Holders:**
 - a. Planning (incl tree conservation).
 - b. Highways (incl SIDs).
 - c. Play Areas.
 - d. Cemetery.
 - e. Library.
 - f. Defibrillators.
 - g. Streetlamps.
21. **Date of future meetings:** 5th May 2026.

Signed: A D Callander (Parish Clerk)

Date: 26th March 2026