



**NAVENBY**

At the Heart of  
the Lincolnshire  
Cliffe Villages

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

office@navenbypc.org.uk

**Interim Chair:** Christine Hall

**Clerk:** Gail Talton

**Tel:** 01522 811132

29 September 2026

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 6 October 2026 at 7.00pm.**

Gail Talton  
Parish Clerk

**AGENDA**

**1. Election of Chair and Vice Chair**

To elect a Chair and Vice Chair of the Parish Council.

**2. Chair's Declaration of Acceptance of Office**

Chair's To receive the Declaration of Acceptance of Office from the newly elected Chair.

**3. Chair's Welcoming Remarks.**

**4. Public Session.**

Public Session will last for up to fifteen minutes. Members of the Public may ask questions or make short statements to the Parish Council.

**Applicants for co-option**

The two applicants for co-option will be invited to introduce themselves and address the Parish Council.

**5. Apologies for Absence.**

To receive and accept apologies where valid reasons for absence have been given to the Parish Clerk before the meeting.

**6. Declarations of Interest.**

To receive declarations of interest in accordance with the Localism Act 2011 and to consider any requests for dispensations in relation to disclosable pecuniary interests and/or other interests.

**7. Minutes.**



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To approve and accept the minutes from the Parish Council meeting held on Tuesday 1 September 2026.

**8. Matters Arising.**

To provide an update on actions outstanding from the last Meeting and update Task Tracker

**9. Co-option of Parish Councillors**

To consider applications received for co-option to the Parish Council.

There are currently five vacancies and two applications for co-option have been received.

**To resolve to co-opt the applicants to the Parish Council:**

- Mr Tom Hurrell
- Mr Roger Spollin

**10. Declarations of Acceptance of Office**

To receive the Declarations of Acceptance of Office from the newly co-opted Parish Councillors.

**11. Financial Report.** To resolve and approve the financial report and authorise payments for September 2026.

**12. Police Report.** None received.

**13. Councillors' Reports.** To receive reports from the District and County Councillors.

- a. Update on resident's request to ban HGVs on Green Man Road.

**14. Planning.**

- a. To consider applications.
  - i. Application Reference: 26/1015/HOUS - Removal of existing conservatory and erection of a single storey rear/side extension. 46 Ermine Drive Navenby Lincoln Lincolnshire – Deadline 26 September 2026 – **Deadline has passed.**
  - ii. Application Reference: 26/1069/FUL - Proposed rear extension with internal and external alterations. 41 High Street Navenby Lincoln Lincolnshire LN5 0DZL – Deadline 9 October 2026



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- iii. Application Reference: 26/1102/HOUS - Installation of air conditioning unit. 4 Maiden Well Close Navenby Lincoln Lincolnshire LN5 - Deadline 18 October 2026
  - iv. Town and Country Planning General Permitted Development Order 1995, Schedule 2 , parts 6 and 7 - Application for prior notification of agricultural or forestry development. Proposed straw storage building. The Feed Mill Lowfields Navenby.
- b. To note planning correspondence.

Approved Applications:

- 26/0908/HOUS - Demolition of single storey rear conservatory and construction of single storey rear extension. 17 Roman Close Navenby.
- 26/0934/HOUS - Replacement windows. 1 Winton Gardens Navenby.
- 26/0980/HOUS - Erection of single storey side extension. 66 East Road Navenby.

c. To consider tree works:

- i. 26/1044/TCA- x7 Trees (mixture of Hawthorn, Cherry and Apple) Overhanging 11-13 Heritage Court. Reduce back to boundary fence. 4 Maiden Well Close, Navenby.
- ii. 26/1085/TCA - Weeping Willow - pollard tree to previous pollard points. T2 - Ash - reduce length of branch with Inonotus hispidus (and strip canker wound) by approximately 5 m. Reduce remaining canopy in line with red line on image provided. Old Rectory , North Lane, Navenby.
- iii. 26/1086/TCA - 6x plum/hawthorn – remove T1 - plum – remove T2 - hawthorn - reduce in height by 1.5m. G2 - ash/sycamore/leylandii - prune back branches to boundary. Millbrook Cottage , 27 Clint Lane, Navenby.
- iv. 26/1096/TCA - Tulip tree - remove lateral back to the main union. Orchard House, 10 Church Lane, Navenby.
- v. 26/1160/TCA - T1 Chamaecyparis - Crown reduction by 3/5m. T2 Cypressocyparis Leylandii - Crown reduction by 3/5m. T3 CotoneasterFrigious - Crown reduction by 3/5m. T5, 6, 7, 11 Cypressocyparis Leylandii - Crown reduction by 3/5m. T8 Varigated Mapel - Crown reduction by 3/5m. T9 Copper Mapel - Crown reduction by 3/5m. T12, 13 Cypressocyparis Leylandii - Crown reduction by 3/4m. The Barn, 1 North Lane, Navenby.
- vi. 26/1094/TPO - T3 - Horse chestnut - Crown lift to 3m. Removal of branches less than 3cm in diameter T2 - Sycamore - Removal of long low lateral branch to the east back of main union. Orchard House, 10 Church Lane, Navenby,



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**15. Correspondence.** To consider correspondence received.

- a. RBL request to fly Remembrance Flag - 22nd October - 11th November. Remembrance wreath (Cost £23.50). Decide on Council representative to attend Remembrance Service at All Saints Church at Wellingore (8th November 1015am).
- b. CAB request for funding to support local communities.
- c. NKDC Housing Strategy and Enabling Officer request for support to share information about the affordable homes in Navenby through website, newsletters, social media channels and/or noticeboards (as appropriate).

**16. Review of HR Committee Membership**

To review the current membership of the HR Committee and agree any changes required in light of the recent resignations.

**17. Clerk and Responsible Financial Officer – Pay Award**

To consider the implementation of the 2026/27 National Joint Council (NJC) pay award, as advised by NALC, for the Clerk and Responsible Financial Officer.

The Council is asked to consider and resolve the appropriate adjustment to the Clerk/RFO's salary with effect from 1 April 2026, together with any applicable back pay. Note: The 2026/27 NJC pay award is 3.3% and applies from 1 April 2026.

**18. Ground Reinforcement Around Gym Equipment**

To consider spending £398.63 for ground reinforcement around the outdoor gym equipment to reduce damage to ground and likelihood of incidents and to agree whether to proceed with the proposed works as per quote below from JR Developments.

12Nr 1x1.5m 23mm thick grass mats (2 per piece of equipment)

6Nr 30l bags of top soil

1Nr box of grass seed

Total £398.62

**19. Replacement Bins for Play Areas and Venue**

To agree expenditure of up to £700 for the purchase and installation of replacement bins for North Lane and 20 Row playparks and new dog poo bin for the Venue car park based on Glasdon catalogue prices.

2 x Topsy 2000™ Litter Bin– Black - £206.82 = 413.64

1 x Retriever 50™ Red Dog Waste Bin - £242.69

**20. Venue Maintenance and Landlord Responsibilities**



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To discuss and review the Parish Council's responsibilities in its capacity as landlord of the venue, including responsibility for:

- building and general maintenance
- repairs and associated costs
- statutory inspections and compliance
- insurance
- servicing and maintenance of equipment and facilities
- any other responsibilities arising from the Council's position as landlord.

To agree any actions required and, where appropriate, clarify the division of responsibilities with the venue operator/user.

**21. CIL funding.**

To discuss ideas for spending £1726.80 CIL funding allocated by NKDC – deferred to November meeting.

**22. Play Equipment Safety Checks – Handyman Training**

To consider and agree an additional payment of £475, in addition to the previously agreed cost of £500 +VAT at August meeting, to enable the handyman to attend the relevant training required to undertake safety checks on the Council's play equipment.

ROSPA Intermediate Inspection Course (two day): £675+VAT plus exam fee £300 (not VAT applicable).- Valid for 3 years.

Current KOMPAN costs: £842.40/yr for 3 checks per year.

**23. NJFC.**

To receive an update from the Chair on the meeting held on 29 September with representatives from NJFC and NPC to finalise SLA.

**24. Matters Arising** Matters brought forward by Cllrs and Clerk/RFO as information only.

**25. Date of next meeting.** 3 November 2026.