

NAVENBY WITH SKINNAND PARISH COUNCIL

Minutes of the Parish Council Meeting held on Tuesday 1 September 2026 at 7.00pm

Location: The Parish Office, The Venue, Navenby.

Present: Cllrs M J Burt (Chair), K Gunning, J Thompson-Burt, S Munton, C Hall and D Miller.

In Attendance: G Talton (Parish Clerk).

Apologies: Apologies were received from Cllrs C East and M Butler and District Cllr L Hagues.

1. Chairman's Welcome

The Chairman welcomed all present to the meeting including members of the public and explained the conduct of the meeting.

2. Public Session

6 members of the public attended to state their views on:

1. A17 Safety Concerns at Brant Broughton Junction
2. HGVs using Green Man Road
3. Gas Lane Parking

3. Apologies, Declarations of Interest and Applications for Dispensation

Apologies for absence with a valid reason were received from Cllrs C East and Butler.

4. Declarations of Interest

No declarations of interest were made.

*CJ Hall.
6/10/26*

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No applications for dispensation were received.

5. Approve Minutes of previous Parish Council Meeting, held on Tuesday, 4 August 2026

Proposed: Cllr Gunning, Seconded: Cllr Thompson-Burt.

Vote: All in favour.

RESOLVED that the minutes of the Parish Council meeting held on 4 August 2026 be approved as a true and accurate record and signed by the Chairman.

6. Matters Arising

Cllr Gunning updated Members on cost to add the Newsletter in other local Parish Magazines. 400 words plus photos in HeathCliff View is free of charge. Submit by 9th of each month.

ACTION: Cllr Gunning to enquire on additional cost for >400 words.

7. Task Tracker

Clerk and RFO still working on updating TaskTracker in Excel for ease of use.

ACTION: JRH to get quote for professional playground equipment installation of slide in North Lane park.

8. Financial Report and Authorisation of Payments (Appendix A)

Bank Balances. In the absence of the RFO, the Clerk reported bank balances on 1 September 2026 of:

Current Account – £26,732.00

Deposit Account – £77,271.52

Financial Report.

Members considered the financial report and schedule of payments.

Proposed: Cllr Miller, Seconded: Cllr Gunning

EJ Hall -
6/10/26

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Vote: All in favour

RESOLVED that the payments detailed in Appendix A be approved for payment.

9. Coop Bank Access.

Clerk updated members to say that access to the bank was still paused due to change of signatories. This should be completed by 14 September 2026.

10. Police Reports.

None received – but the Clerk updated the members on several incidences of Anti-Social Behaviour reported over past week. Local PCSO has been contacted and he is investigating.

11. Updates from District/County councillors

Written reports and newsletters from Cllrs Overton and Hagues had been circulated.

12. Planning matters

a) Planning Applications – No Issues

- 1) Application Reference: 26/0980/HOUS - Proposal: Erection of single storey side extension at 66 East Road Navenby Lincoln Lincolnshire LN5 0EP.
- 2) Application Reference: 26/0934/HOUS - Replacement windows at 1 Winton Gardens Navenby Lincoln Lincolnshire LN5 0TA.

b) Planning Correspondence

- 1) Application Reference: 26/0423/FUL Proposed photovoltaic array to existing pitched roofs 40 High Street Navenby – No issues.

GJ Hall
6/10/26

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2) The Chair updated the council regarding recent meeting and Navenby PC objection to planning application 26/0575/FUL – 400 kV electricity substation at Navenby. Over 800 objections were lodged in advance of the 23 August deadline.

c) Tree Conservation

No matters were raised.

13. Correspondence

- a. Resident's email suggesting HGVs be banned on Green Man Road because of safety and damage issues at its junction with the A607 – this is being followed up by Cllr Overton.
- b. Cllrs agreed to share petition with Community asking LCC Highways to conduct a safety review of the A17/Brant Broughton turnoff.

ACTION: Clerk to publicise the A17 Safety petition.

- c. Council agreed that Venue manager reply positively to LCC's email seeking permission to use The Venue as a Community Emergency Support Centre if available.

14. CIL Funding

Clerk reported confirmation that funding must be spent within 5 years. Annual report on spend to date due by 31 December 2026. Funding can be spent on additional playground equipment/existing equipment repairs.

ACTION: Clerk to add as agenda item for October meeting.

ACTION: Cllr Thompson-Burt to look at quotes for playground equipment repairs/slide installation.

15. Planning Application for InPost Locker Installation

*Gifford
6/10/26*

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Members agreed that Cllr Hall could submit a Planning Application on behalf of the Venue with agreement from the PC as landowners.

ACTION: Cllr Miller to write an email on behalf of PC stating that PC support the Application.

16. Laptop and Mobile Phone Purchase

- a. Members considered the expenditure of up to £1440 (incl VAT) to purchase a second laptop and a second mobile phone for the Parish Office, in order to allow the Clerk and RFO to work from home at the same time when appropriate.

Proposed: Cllr Thompson-Burt

Seconded: Cllr Gunning

Vote: All in favour

- b. Councillors considered the transfer of money from the wages budget line (currently underspent because of the time spent without a Clerk) to the IT budget line.

Proposed: Cllr Burt

Seconded: Cllr Gunning

Vote: All in favour

- c. Councillors agreed that in accordance with NPC Financial Regulation 5.12.iii, there is no requirement to seek three quotes as these goods constitute extensions to our existing IT and telephone contracts.

Proposed: Cllr Burt

Seconded: Cllr Munton

Vote: All in favour

RESOLVED that, in accordance with NPC Financial Regulations 5.12.iii, up to £1440 (incl VAT) be allocated from the Wages budget line to the IT Budget line to purchase a second laptop and mobile phone for the Parish Office.

Cllr Hall
6/10/26

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ACTION: Clerk and RFO purchase laptop through existing IT consultants F5 and to research and purchase best value phone SIM/handset.

17. Gas Lane Parking Restrictions

Councillors considered seeking Highways permission to extend double yellow lines from the start of the lane to a point in line with the end of the garages on the southern edge of the lane in order to maintain access to their drives and ensure that emergency vehicles are able to access the full length of the road.

Proposed: Cllr Miller

Seconded: Cllr Hall

Vote: All in favour

ACTION: Cllr Miller to seek support from Cllr Overton and request that Cllr Overton liaise more closely with the PC regarding such issues.

ACTION: Cllr Miller to share the link for reporting nuisance parking with Gas Lane residents.

18. NJFC

The Chair updated the council on the recent meeting with representatives from both NJFC, Lincs FA and NPC to discuss proposed SLA amendments. There is another meeting set up in 3 weeks to discuss further

ACTION: Cllr Hall to produce a more detailed report on annual costs

ACTION: Cllr Miller to chase up draft actions from the meeting

ACTION: Cllr Burt to send across additional notes for minutes

19. Extension of Library into Current Parish Office Space.

Councillors considered whether to explore costs of seeking professional advice on reconfiguring the current PC office to give more space to the library by creating a smaller, better-designed working space for the Clerk and RFO, with any fees paid for from the money held by the PC for the library.

Proposed: Cllr Burt

Seconded: Cllr Gunning

Vote: All in favour

*Cllr Hall
6/10/26*

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ACTION: Cllr Gunning to pass on details of a recommended architect

20. NKDC Local Champion Nomination.

The Council considered nominations but deemed that this was too short notice to meet the 14 September deadline and agreed it will be considered earlier next year.

21. Close of Meeting

The Chairman thanked those present and declared the meeting closed at 8.15 pm.

15. Date of Next Meeting

The next meeting of the Parish Council will be held on **Tuesday 6 October 2026** at 7.00 pm.

Minutes Accepted:

G. How

Date:

6/10/26