



To: Cllrs. Bev Farrington (Chair), Julian Tatam (Vice Chair), Brian Branch, Yvonne McCulloch, Richard Carter & Darren Scott

You are hereby summoned to Langtoft Parish Council Extraordinary Meeting on Tuesday 15th September 2026 at 19:00 in the Village Hall

The business to be dealt with at the Meeting is listed below.

N LUMB
09/9/26

The public and media are cordially invited to join this meeting

Public Forum: There will be a public forum starting at 19.00 and lasting for up to 15 minutes when members of the public may ask questions or make short statements on items relating to the agenda below to the Council.

RULES FOR PUBLIC FORUM ARE CONTAINED IN LANGTOFT PARISH COUNCIL STANDING ORDERS WHICH CAN BE VIEWED IN FULL ON THE WEBSITE

Agenda

26/27-44

Apologies:

To receive any apologies for absence and reasons given.

To note resignation of Cllr. Kevin Payne.

26/27-45

Disclosure of Pecuniary Interests:

To receive any declarations of interest in accordance with the requirements of the Localism Act 2011, and to consider any requests for dispensations in respect of disclosable pecuniary interests'

26/27-46

Minutes:

To approve the minutes of:

- a) 7th July 2026 and 13th July 2026 Parish Council meetings
- b) To review Action Tracker. This document tracks items from previous meetings and their progress.

26/27 -47

Co-option of New Councillor(s)

To receive, consider and resolve co-option applications for vacant seats to the Parish Council

26/27-48

To receive reports from:

- a) **County and district councillors**
- b) **Police** Reports are received and circulated and made available on website/ noticeboard upon receipt.

26/27-49

External Audit 2025/26

To receive and note the External Auditor's Report and Certificate for the year ended 31 March 2026.

To note that:

- a) The external auditor has issued a qualified "except for" opinion;
- b) The qualification relates to the implementation of the previous year's recommendations concerning the Council's Asset Register and Asset Valuation Policy;

CHAIRPERSON:

DATE:

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- c) The auditor also identified that Section 2 Box 11 of the AGAR should have been completed "Yes";
- d) Neither matter affects the Council's financial position.

26/27-50 Asset Valuation Policy

To consider adopting an Asset Valuation Policy in accordance with the recommendations of the External Auditor.

26/27-51 Asset Register

To review the revised Asset Register prepared in accordance with the adopted Asset Valuation Policy.

26/27-52 Finance

- a) To receive Financial Report for the period July and August 2026 with bank statements.
- b) Resolve Payments as per annex 1
- c) To Note Income received as per annex 1
- d) To receive and accept the 2026 pay award
- e) To review who has access to the bank
- f) To consider the quote from Scribe for finance software
- g) To consider the quote from civic.ly for asset management software
- h) To consider quotes for tree survey work and Black Bull Green hedge cutting
- i) To consider quotes for the cableway repairs

26/27-53 Staffing

- a) To consider the clerk's pension plan request
- b) To consider ICCM Introduction to cemetery management course for the clerk at a cost of £160 +VAT

26/27-54 To review, agree and adopt the Regulatory documents (all documents available on the website)

- a) Scheme of delegation
- b) Communications policy
- c) Data retention policy

26/27-55 Planning Applications received since last meeting and any updates of existing planning

- a) **PL/0029/26:**
DEVELOPMENT: TO VARY CONDITION 2 (APPROVED DETAILS), CONDITION 4 (DURATION OF PLANNING PERMISSION), CONDITION 35 (RESTORATION) AND CONDITION 36, (AFTERCARE) OF PLANNING PERMISSION S20/0981; TO EXTRACT SAND AND GRAVEL FROM LAND FORMING AN EXTENSION TO THE BASTON NO 2 QUARRY WITH RESTORATION TO BIODIVERSITY (GRANTED BY PERMISSION S11/0123/CM AND AS PREVIOUSLY AMENDED BY S20/0981)
LOCATION: BASTON NO.2 QUARRY, LANGTOFT OUTGANG ROAD, LANGTOFT

26/27-56 Objectives for 2027/2028 To plan objectives for next year

26/27-57 Parish council items

- a) To consider to ongoing management of the Grapevine
- b) To consider applying for funding for hedges

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- c) East End Park – To review existing equipment and agree location of new equipment
- d) East End Park – To agree new Hyde and Mossop equipment installation project manager
- e) Black Bull Green park – To review the completed work
- f) Correspondence: Black Bull Green park – tree pollarding request
- g) Black Bull Green park – To discuss the insurance claim for the gate post damage
- h) Parks - To discuss the addition of 'Dogs must be kept on a lead' signage
- i) To consider the design for the 2026 Christmas card
- j) To discuss and agree the arrangements for Remembrance day 2026
- k) To discuss the Christmas event strategy for 2026
- l) To discuss winter preparedness
- m) To discuss smoking at Penfield and fire risk
- n) To discuss status of amenities plan, including priorities, funding needs and tree survey actions
- o) To confirm dates for Code of Conduct training for councillors
- p) Correspondence: To discuss book swap request
- q) Correspondence: Parking on Westfield Way and Barleyfield
- r) Public forum 7/7/26: Manor close parking and proposed yellow lines
- s) Correspondence: Request for a Christmas tree to be planted at the crossroads

26/27-58 Risk management To agree ongoing management of risk for the following:

- a) Events
- b) Volunteering
- c) Working parties
- d) Penfield

Including the provision of:

- a) First aid
- b) Reporting accidents
- c) Insurance requirements

26/27-59 To note correspondence with Alicia Kearns

26/27-60 Cemetery

- a) To receive Cemetery report
- b) To discuss ongoing cemetery management, to include:
 - i) Cemetery mapping
 - ii) Marking out graves

26/27-61 Proposed Parish council meeting dates for 2027

- 19th January
- 2nd March
- 13th April
- 25th May – Annual Parish meeting
- 6th July
- 17th August
- 28th September
- 2nd November
- 7th December

26/27-62 To receive Items for Future Meetings

Date of future meetings 2026: 27 Oct, 8 Dec

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**Annex 1****Payments made since last meeting:**

No.	Date	Payee	Total
68	17/07/2026	John Eley Signs	£45.90
69	17/07/2026	LVHMC	£93.00
70	17/07/2026	SLCC	£215.00
71	17/07/2026	BDG Mowing Contracors	£493.20
72	20/07/2026	ANGLIAN WATER BUSINESS	£19.19
73	27/07/2026	INFORMATION COMMISSION	£47.00
74	31/07/2026	Unity Service Charge	£7.00
75	31/07/2026	N Bright	£9.01
76	31/07/2026	S Valentine	£81.40
77	31/07/2026	N Lumb	£940.97
78	31/07/2026	N Bright	£446.76
79	31/07/2026	A Fenech	£1,271.84
80	31/07/2026	P Coles	£9.70
81	31/07/2026	SLCC	£168.00
82	31/07/2026	John Eley Signs	£32.40
83	03/08/2026	Shropshire	£530.00
84	05/08/2026	N Lumb	£61.68
85	05/08/2026	B Farrington	£275.00
87	10/08/2026	A D Harrison	£7.51
88	10/08/2026	Play Inspection	£204.00
89	10/08/2026	Natalie Lumb	£9.59
90	10/08/2026	A D Harrison	£19.54
91	10/08/2026	Greystones Printer	£18.00
92	10/08/2026	Mr Nigel Bright	£16.50
93	10/08/2026	A D Harrison	£6.99
94	10/08/2026	LVHMC	£28.00
95	10/08/2026	Online Playgrounds	£3,594.52
96	10/08/2026	A D Harrison	£7.99
98	11/08/2026	IONOS CLOUD LTD	£12.60
99	11/08/2026	IONOS CLOUD LTD	£7.20
103	19-Aug-26	N Lumb	£531.98
104	19-Aug-26	Welland and Deeping internal drainage board	£15.88
105	19-Aug-26	A Harrison	£10.90
106	19-Aug-26	A Harrison	£454.92
107	19-Aug-26	PKF Littlejohn	£378.00
111	28-Aug-26	Wicksteed Leisure	£56,324.40
112	28-Aug-26	N Lumb	£6.79
113	28-Aug-26	Fenland Leisure	£1,238.40
114	28-Aug-26	N Lumb	£1,320.13
115	28-Aug-26	N Bright	£389.36
116	28-Aug-26	A Fenech	£240.00
118	31-Aug-26	Unity service charge	£7.00

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**Income received since last meeting:**

Date	Payee	Description	Total
13/7/2026	Donations	Penfield	£30.00
15/7/2026	LS Baker memorials	Memorial	£120.00
15/7/2026	EROB	Cemetery plots	£240.00
10/8/2026	Langtoft Road Run	Penfield donation	£488.95
10/8/2026	Hyde & Mossop	Donation	£451.37
19/8/2026	CWT services	Grapevine donation	£50.00
19/8/2026	LAGA	Allotments	£85.00
20/8/2026	SKDC	S106 funds	£27,283.71
25/8/2026	Centra England Co-op	Funeral	£120.00
26/8/2026	BT Blinds Limited	Grapevine donation	£50.00

Payments due:

Payee	Description	Total
VHMC	Hall rental	£56.00
N Lumb	Clerk's expenses	£54.46
A Harrison	Fuel – Oil and petrol	£8.08
A Harrison	Inner tubes	£11.99
Graytones	The Grapevine	£682.00

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