

**Minutes of the Meeting of Billingham Parish Council held at
Billinghay Methodist Church, Victoria Street on Monday 3
November 2025 at 7.00pm.**



Present: Cllr Catlett – Chair, Liles (WL) Miller (RM) Cottrell (SC) Greetham (RG)
Vipond (AV) Ledger (JL)

District Councillor Whittle (AW)

District Councillor Lawrence (SL)

Parish Clerk Helen Key (HK)

Public Session

0 members of the public present

Minutes of the Council Meeting

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

All present.

Apologies received from County Councillor East

It was noted that Councillor Green has tendered his resignation.

2. To receive Declarations of Interest under the Localism Act 2011 – being any pecuniary or other registerable interests in agenda items not previously recorded on members' Disclosable Pecuniary and Other Registerable Interests' declaration.

None declared.

3. To receive reports from County and District Councillors.

Neither District Councillor's Lawrence nor Whittle had any reports, very quiet at the present time within North Kesteven District Council.

Although not present County Councillor East had supplied an update of the trailer issues which continue in Queen Street (this email was forwarded to councillors prior to the meeting). The matter was discussed, and it was felt that until complaints from residents/businesses in that area were received the matter could not be taken

further. Councillor East asked if could receive any comments regarding the news of the swimming pool closure.

4. To accept the notes from the meeting of 6 October 2025 as minutes and a true record.

It was proposed by SC, seconded by RM, and agreed unanimously that they be accepted.

5. Clerk's Report. (Details forwarded prior to the meeting).

Points that arose:

The planning application for the playing field project was returned invalid, following advice from NKDC planning department, a non-household enquiry form should be submitted. This has been sent to NKDC. Depending on their findings as to whether full planning is required, this may have an impact on the number of play equipment items purchased due to funds available.

The bus service petition is going well, and it is hoped it will be submitted before the Christmas break.

A garden waste bin has been purchased for St Michael's churchyard and is in use.

The leaning gravestones in St Michael's have been inspected by a stone mason and details of findings supplied to the Diocese for their approval.

6. Correspondence

Items forwarded: NALC bulletins, LALC bulletins, CCLA market update, Royal British Legion Free Wills, Town & Parish Council sports facilities survey, NKDC lease extension letter, Petition details, Citizen Advice donation letter, NKDC Newsletter, LCC event approval, Digital Landline Switchover, NKDC Town & Parish Forum reminder.

Points that arose:

The donation request from Citizen's Advice will be considered at the annual finance meeting 17 November 2025.

7. Finance

a. To approve the payments made during October 2025 (list circulated to Cllrs prior to the meeting). See Appendix A

It was proposed by WL, seconded by RG, and agreed unanimously to approve the payments.

b. To approve the fee increase for the GDPR registration (details forwarded to councillors prior to the meeting).

It was proposed by AV, seconded by WL, and agreed unanimously to approve the increase as this is a legal requirement for data usage.

c. Grass Cutting Contribution £1859.56

The clerk reported the invoice has been submitted to LCC.

d. Litter Picking Grant £728.81

The clerk reported the invoice has been submitted to NKDC and payment has been received.

8. Planning Applications to consider as a Statutory Consultee (as detailed below, may include those received which required a decision before this meeting or arrived after the close of the agenda).

25/0945/OUT 2 semi-detached dwellings with some matters reserved (access to be considered) 24 Park Avenue

Concerns were raised about the narrow access roadway causing vehicles and delivery lorries to reserve back to Park Lane as no turning areas are available. The clerk was asked to forward this as a comment.

25/1275/HOUS Double garage and store with hobby room above Plane House Tattershall Road

No comments were raised for this application.

25/1232/DOV Revise the Affordable Housing Provision Clause Land Off Park Lane

No comments were raised for this application.

Planning other:

22/1369 To discuss and consider the Street naming of the new development on Land off Park Lane

2 Street names were suggested:

Park End

King Charles Close

The clerk was asked to submit these to NKDC

9. LCC Highways updates

TTRO/TTRO13693 Emergency Road Closure Williamsons Drove 13/10/2025 – 24/10/2025

10. To report on risk assessments/safety checks. Report from Cllrs where applicable.

It was reported that the bench near Skirt Road bridge has a broken slat. AC to check. AW offered to supply the wood for this if measurements could be sent.

11. To approve the cost of the annual cut of Ballon Walk shrubs, quoted at £50.00 and to approve MR Garden Services to undertake this work. (details forwarded to councillors prior to the meeting).

It was proposed by RM, and seconded by AV, and agreed unanimously to approve MR Garden Services to undertake this work at a cost of £50.00.

12. To appoint a chair to the finance committee due to the resignation of Councillor Green.

This matter will be placed in abeyance for the present time.

13. To receive updates on the arrangements for the Christmas Tree Lighting event.

It was reported that all arrangements are in place for the Christmas Tree Lighting event.

RM will contact helpers to erect the tree for the 1 December 2025. The clerk will contact former councillor Green as he had offered to help with this.

Santa reported he may have an elf to help him this year.

14. To review and approve the undernoted policy (AC forwarded prior to the meeting).

PCD 006 Sexual & General Harassment

It was proposed by JL, and seconded by WL, and approved unanimously to accept the policy.

15. Reports from Councillors and any agenda items for the next meeting.

SC suggested that we could light up the memorial for the remembrance period next year. SC will research options and costs.

JL reported the petition needs further advertising and AV agreed to place this on Billingham Facebook page.

RM reported he had been asked by the Stags Football club if they could place spotlights on the playing field so training etc could continue all year. It was mentioned that planning permission may be required. The clerk will forward a copy of the non-household enquiry form to RM.

RG mentioned that it was dark and hazardous when arriving at the meeting and that possibly one of the lights outside is not working. The clerk will check this with the methodist chapel. The clerk also reported she has now been given a key so we can access the chapel via the front door if it is frosty or wet.

The clerk reported that we had recently lost one of our regular newsletter deliverers, due to her moving from the area. AV and JL offered to deliver Fen Road and West Street.

Meeting Closed at 7.47pm

Signed

Date

FINANCIAL ACTIVITY

PAYMENTS

Date	Payee		Amount	Authority
09/10/2025	Billingham Methodist Church	Room Hire	£25.00	LGA1972 S111
09/10/2025	Glendale Ltd	Grass Cutting	£146.40	OSA 1906
10/10/2025	XIn Daisy	Broadband	£42.46	LGA1972 S111
13/10/2025	North Kesteven Dist Coun	Garden Waste Bin	£92.00	OSA 1906
16/10/2025	Alice Ingre	Memorial Flowers	£57.96	S137
20/10/2025	Val Fortune	Memorial Flowers	£30.00	S137
20/10/2025	SCIS UK Ltd	IT Support	£91.92	LGA1972 S111
20/10/2025	Tom Stainsby	Cemetery Hedge Cut	£240.00	OSA 1906
20/10/2025	Lloyds Bank	September Charges	£4.43	LGA1972 S111

21/10/2025	Royal British Legion	Remembrance Wreath	£25.00	S137
22/10/2025	M Kasaborv Ltd	Tree Lights Connectors	£19.97	S137
22/10/2025	Amazon	Glowsticks	£37.96	S137
22/10/2025	Amazon	Dustbin bags Broom	£16.98	LGA1972 S111
23/10/2025	Festive Lights	Tree Lights	£266.32	S137
27/10/2025	XIn Daisy	Broadband	£30.46	LGA1972 S111
30/10/2025	o2	Office Mobile	£27.08	LGA1972 S111
30/10/2025	Salaries Tax NI & Pension	Staff Costs	£2681.55	LGA1972 S111

Income

02/10/2025	Lincs Coop Funeral Services	Ashes Interment	£900.00
09/10/2025	Lloyds Bank	September Interest	£35.21
10/10/2025	North Kesteven District Council	Litter Picking Grant	£728.81
14/10/2025	Colin Ward Funeral Directors	Ashes Interment	£300.00
14/10/2025	NH Dickinson	Allotment Rent	£6234.98
16/10/2025	RS & EJ Creasey	Allotment Rent	£2515.67
16/10/2025	William Kent Memorials	Additional Inscription	£30.00
17/10/2025	NKDC	CIL Funds	£994.41
23/10/2025	Lincolnshire Coop	Headstone	£200.00
27/10/2025	CCLA	September Interest	£324.49

