

Burton Pedwardine Parish Meeting - Tuesday 14 Apr 2026

Parish Meeting Minutes

Present: Michael & Jan Coy, Sara Marchant, Wayne & Luisa McIntosh, Andy & Mandy Topp (7/86)

Apologies: Tim Marchant, Iain & Margaret Palmer, Roy Tilley, Martin & Liz Thompson

Item 26-01. Elections

Chair. Michael Coy was re-elected by show of hands:

Clerk. Andy Topp was re-elected by show of hands

Item 26-02. [Previous Minutes \(21 Oct 2025 Meeting\)](#)

Corrections: Nil.

Proposed: LM Seconded: MT Carried

Item 26-03. Actions Arising

Church Gate access. Ongoing. See Item 26-09-a.

Community Emergency Plan (CEP). Ongoing. See Item 26-05-d.

Item 3. Digital and Data Compliance. Provision of compliant email for the Clerk and a public facing website. Complete.

Item 4a. Roads. Speed indicator display. Ongoing. See Item 26-07

Item 4b. Potholes. Meetings held with Rowan Smith, LCC Area Highways Manager on 9 Feb and with Cllr David East, responsible for roads on 4 Mar. Complete.

Item 6a. Soldier erected on Helpringham Road. Complete.

Item 6d. Pop-up Pub. Ongoing. See Item 26-08.

Item 7a. Bench. Purchased. Complete.

Item 7b. Bench. Action: Status unknown.

Item 8. Precept. Complete.

Item 9a. Local councillor. Brief and Q&A on 4 Mar 2026. Complete.

Item 9b(i). Style. Approved by NKDC on 10 Dec 2025. Complete.

Item 9b(ii). Constitution. Policies being developed. Ongoing. See Item 26-05-d.

Item 26-04. Approval of Finances. MC expressed a vote of thanks to Margaret Palmer for a timely internal audit.

26-04-a. Financial Statement of Account.

Proposed: SM Seconded: JC Carried

26-04-b. AGAR – Certification of Exemption Application.

Proposed: MT Seconded: SM Carried **Action: AT**

26-04-c. AGAR – Report

Proposed: LM Seconded: JC Carried

26-04-d. 2026-27 Budget.

Proposed: SM Seconded: MT Carried

Item 26-05. Adoption of Policies. AT explained that because of improved transparency and accountability of parish business it was now necessary to be able to demonstrate that the Meeting was following the proper policies and practices as applicable to smaller authorities. He therefore introduced the first 3 policy documents for adoption.

26-05-a. Financial Regulations

Proposed: LM Seconded: SM Carried

26-05-b. Data Protection Policy

Proposed: LM Seconded: SM Carried

26-05-c. Clerk – Job Description

Proposed: LM Seconded: SM Carried

26-05-d. Further documents. AT stated that next documents for development would be:

Standing Orders – AT had started drafting, LM agreed to assist. **Action: AT**

Risk Register – AT had started drafting and would seek assistance. **Action: AT**

Community Emergency Plan – AT had submitted a first draft to the Lincolnshire Resilience Forum and received a response. A team of 3 was required as a minimum. As a reminder, SM, TM, PD, PW, MTh, RS, WM had volunteered at the 8 Apr 2025 Meeting. A Team Leader was now sought. **Action: All**

Item 26-06. Planning Applications

26-06-a. NKDC 23/1419/FUL. Installation of a solar farm astride Mareham Lane. Mareham Lane Solar Limited appealed against NKDC’s refusal and the Planning Inspectorate found in favour of the appeal.

26-06-b. NKDC 24//1470/FUL. Installation of solar farm N of Whitecross Lane. Nothing new.

26-06-c. NKDC 26/0160/FUL. Retention of 45 monitoring Boreholes and their associated headworks. Approved by NKDC.

Item 26-07. Roads.

26-07-a. Speed Indicator Display. MC had contacted Cllr Russel Jackson of Osbournby about borrowing their device. Further details were being sought but there would be an initial training requirement for 3 volunteers from BP plus a sighting review. (Afternote: RS had volunteered, more required). **Action: All**

26-07-b. Potholes. Roads were generally in very poor condition. FixMyStreet worked very well. Its use was encouraged. **Action: All**

Item 26-08. Social Committee. SM agreed to convene a social committee meeting soon and thought that suitable events could be a Summer Barbecue, Harvest Supper, Pub night and possibly a trip to Stanford Dramatics.

Action: SM

Item 26-09. AOB.

26-09-a. Church Gate access. The locked gate was a longstanding problem. FK had previously stated that church gate vehicle access would continue to be by negotiation. FK had further stated that this route to the church was not a public right-of-way. However, an 1864 map clearly showed this path to the church, and the path had been subsequently paved, funded by a grant to the parish. MC had consulted previous owners of the Manor and confirmed that there had never been public access to the church from the west. Neither the parish nor the church required any gate there at all. If there had to be a gate, public access meant that it must be wheelchair/pram friendly. It had been previously suggested that replacing the kissing gate with a wheelchair-friendly (> 4 feet) version might resolve the issue. FK had previously agreed to investigate costs of such a gate.

Action ongoing: FK

26-09-b. Litter Picking. LM observed that litter picking was being done by the same few dedicated individuals. This was inefficient and unfair; it might be better done as a group activity. Agreed that this should be organised as required on WhatsApp.

Action: All

26-09-c. Anti-Social Behaviour. There had been an incident where an object was deliberately thrown at an elderly pedestrian in the village from a white van. Anybody observing anti-social behaviour of any description should report the matter to the police.

Action: All

26-09-d. Frequency of Meetings. AT proposed a move to 3 mtg/yr in Jan-May-Sep or 4 mtg/yr in Feb-May-Aug-Nov to allow more effective transparency and timely decision making. A meeting in May would enable a more reasonable timetable for accounting and AGAR procedures. Agreed to have 3 mtg/year.

Item 26-10. DONM. The next meeting would be on 29 Sep 2026 at 1900.

Andy Topp

Clerk, Burton Pedwardine Parish Meeting