MINUTES OF THE WOODHALL SPA PARISH COUNCIL MEETING HELD ON TUESDAY 17th MARCH 2026 AT 7.00PM AT THE COUNCIL OFFICE.

In Attendance
Cllr Etches, Marcus Williams, Rod Williams, Chris Watts, Keith Scarborough, Ian Hunt

Also present:
Karen Handley, Parish Clerk
ELDC Councillor Craig Leyland

FC/1/03/26 To elect a Chair
Due to the resignation of Richard Brown, the Clerk asked for nominations for the position of Chair. Cllr Roger Etches was proposed, seconded to be the Chair. This was unanimously resolved.

FC/2/03/26 Public Forum
Eight members of the public were present. The Council were updated regarding the progress of a petition which had been organised to lobby for a bus service from Horncastle to Sleaford. There is a focus group meeting in the Council Chamber on March 19th with representatives from LCC, local businesses and parishioners as well as an engagement team from Call Connect. All Councillors are welcome to attend.
A parishioner addressed the Council with regard to the Arnhem Day Event on 23rd April and emphasised how important this event is. The schools have benefited with regard to an education programme being devised in conjunction with the Parachute Regiment and public speaking events have taken place. The key focus of the event is the planting of a commemorative Oak tree with the last surviving Arnhem veteran being in attendance.
Two new prospective Councillors addressed the meeting and explained why they wished to become involved. The first candidate outlined experience in community projects, experience of applying for grants and past experience as a town councillor. The second candidate outlined project management experience, IT expertise and a wish to work for the benefit of the community.

FC/3/03/26 Apologies for absence with reason given
Cllr Bradwell and Cllr Charles had sent their apologies prior to the meeting
LCC-Cllr Oliver had also sent her apologies.
ELDC Cllr Kemp sent his apologies via Cllr Leyland.
Cllr Gammage absent -no apologies sent

FC/4/03/26 To consider applicants for co-option onto the parish council and resolve to co-opt
It was proposed, seconded and unanimously agreed to co-opt Linda Wood-Mitchell and Andrew Reynolds as Councillors. They duly signed their Declaration of Office.

FC/5/03/26 Declaration of Members' interests in accordance with the Localism Act 2011

(Disclosure by all members present of disclosable pecuniary interests in matters on the agenda that have not already been declared on their Declarations of Interests form or put in writing to the Monitoring Officer at East Lindsey District Council)
Cllr R Williams and Cllr Hunt declared an interest in item 20 on the agenda.

FC/6/03/26 To consider requests from members for a dispensation on any items on the agenda (In accordance with the Localism Act 2011 the Parish Council has the authority to grant any members present a dispensation on their disclosable pecuniary interest so that they may take place in the debate and vote)
None

FC/7/03/26 To receive the draft notes from the Full Council Meeting Tuesday 17th February 2026 to be approved as the minutes
It was proposed, seconded, and unanimously **resolved** to accept the notes as the minutes. These were duly signed by the Chair.

FC/8/03/26 To receive a report from Lincolnshire County Council & East Lindsey District Council
ELDC- Cllr Leyland informed the Council that Station Road Car Park will be resurfaced after Easter, the refurbishment of the public toilets had started, with temporary toilets located behind the shops on Broadway. An asbestos survey is needed which may delay the work by a couple of weeks. Individual Councillor grants would be available, and the pot was £4000 per Councillor. ELIF funding will be available again from April £10 million had been set aside.
LCC- Councillor Oliver had sent her apologies but asked to be informed of any issues which arose. Cllr Watts asked that Stixwould Road and the absence of signage regarding change in speed from 40 -30 mph and missing Tattershall Road speed signs be reported to Cllr Oliver.

FC/9/03/26 To approve automated, retrospective, and future payments to be made

a) It was proposed, seconded, and unanimously resolved to approve the payments listed below.

Person/Company to be paid	Invoice No.	Details	Amount £
Amazon	2526/222	Sample flag	10.98
Woodhall Spa Croquet Club	2526/223	Community Grant award	768.00
St Peter's Playgroup	2526/224	Community Grant Award	457.00
YU Energy	2526/225	Royal Square Electricity	37.21
YU Energy	2526/226	Office Electricity	52.64
Welton Garden Services	2526/227	Kirkby Lane Cemetery/St Andrew's Closed Churchyard	1092.00
Business waste	2526/228	Office waste	13.45
Business waste	2526/229	Office waste excess weight charge	1.66
Stephen Long Gardening services	2526/230	Gardening contract St Andrew's Churchyard/Chapman's Corner	610.00
EDF	2526/231	Office Gas	196.00
British Gas	2526/232	ATM Electricity	19.11
Payroo	2526/233	Payroll	6.00
SLCC	2526/234	Membership fee	150.00

Viking	2526/235	Storage boxes for Gazebo cover/lights	52.15
Viking	2526/236	Office cleaning products/coffee/Kettle	105.71
TalkTalk	2526/237	Office Broadband and Phone	36.18
K Handley/LCC Pension/HMRC	2526/238	Staff Costs	1661.35
Pink Marigold Cleaners	2526/239	Office cleaning	120.00
Clear Councils	2526/240	Parish Council Insurance	1058.42
J Ward/T Gibbons	2526/241	Royal Square Contract	1060.00
Tony Gibbons	2526/242	Village Maintenance/Kirkby Lane Cemetery	286.00

b) To note the bank reconciliation
The bank reconciliation of £72,663.99,58 as of 27/02/2026 was noted.

c) To consider the appointment of an internal auditor
It was proposed, seconded and unanimously **resolved** to continue with our current internal auditor**.**

FC/10/03/26 To propose new bank signatories due to the resignation of the Chair
Cllr Watts and Cllr Scarborough volunteered to be new signatories on the account.

FC/11/03/26 To consider the renewal of the Parish Council Insurance policy
It was proposed, seconded and unanimously **resolved** to renew the Insurance with our current insurers.

FC/12/03/26 To consider adopting the NALC Code of Conduct
It was proposed, seconded and unanimously proposed to adopt the NALC Code of Conduct.

FC/13/03/26 Planning Matters
a)To propose the use of a planning proforma to assist Councillors with the decision-making process on planning applications.
Cllr Watts presented a summary for Council which explained what Councillors can and cannot object to when considering planning applications. A clear explanation given in the guidance with regard to valid material planning consideration and non-material planning considerations. Cllr Watts also outlined the National Planning Policy Framework (NPPF) which is the government's national policy document.
To consider and respond to Planning Applications
000130/26/FUL Extension to existing dwelling to provide additional living accommodation.
Location: 34 Mill Lane, Woodhall Spa, Lincolnshire, LN10 6RD
It was proposed, seconded and unanimously resolved to support, with a condition, this application.
The Council recommends that the high bedroom window planned for the south-east elevation should be of obscured glazing to ensure that the neighbouring property is not overlooked.
Full Planning
Noted by the Council
03837/25/OUT Outline erection of one dwelling.
Location: 80, Witham Road, Woodhall Spa, Lincolnshire, LN10 6RD
Tree Work Notification

Noted by Council
EZY/011/26/TCA Summer Court,12, Victoria Avenue, Woodhall Spa, LN10 6TY
T1-T3 Silver birch-reduction in height by 2m. Height approx. 2m. Spread 5m. Cause for concern regarding trees being top heavy and canopy growth significantly more to the east.
T3 Apple -the tree is uprooting itself; T4 Holly reduce in height by approx. 2m. reduce branches back to the property boundary

EZY/023/26/TCA Northdown Property Service The Lodge 2, Stixwould Road, Woodhall Spa, LN10 6QG
T1 Oak remove epicormic growth from the main stem up to crown breaking point. Give property clearance of 3m cutting back to viable secondary growth point.

EZY/020/26/TCA Scotts Property LLP Sterling Place Apartments, Sterling Place, Woodhall Spa LN10 6NU
Pine tree on north boundary with The Broadway B1191. Tree was observed to have honey fungus growing around the base of the tree, this type of fungus will swiftly deteriorate the health of the tree. The tree is around 20metres tall. Decision made to fell the tree.

FC/14/03/26 To consider next steps regarding the NHDP and resolve action
Cllr Watts outlined the position regarding the NHDP. He has completed training and there is work still to do to finally complete the NHDP.
Cllr Watts proposed that a working group be established to move the plan forward. The Council seconded and unanimously resolved to set up a working group. Cllr Etches, M Williams, P Bradwell and Cllr L Wood-Mitchell volunteered to assist Cllr Watts with this.

FC/15/03/26 To finalise the format of the Annual Parish Meeting and resolve action regarding

- **Photography competition-**Cllr Watts presented a suggested format for the competition which was proposed, seconded and unanimously resolved. The Council also proposed, seconded and unanimously resolved to fund prizes for the competition of £150.00 which would be in the form of book tokens.
- **List of organisations to invite-** organisations who had received a grant from the Council to be invited, Woodhall Spa in Bloom, Heritage Committee.
- **Publicity-**Facebook, website, posters circulated in the village
- **Community Champion Badges-**this will be pursued by the Chair.

FC/16/03/26 To consider response from Highways regarding issues raised at the last meeting and to raise any other issues which have been notified to the Council

- The condition of Arnhem Way -pot holes had been addressed and the Council noted the date for complete resurfacing as not being until 2028.
- Complaint received regarding the state of Monument Road and Stixwould Road-this concerned the verges which had been referred to Highways, and they would be contacting the utility company to ensure the verges would be repaired.

- The condition of Station Road-this was referred back to Highways as the repair was of poor quality and incomplete.
- Complaint received regarding dangerous parking of vehicles on the corner of Turnberry Drive and Witham Road and the possibility of the implementation of a no waiting zone. This will be referred to Highways as the Parish Council have no power to enforce a no waiting zone.

The Parish Council are meeting with representatives from Highways and Cllr Natalie Oliver on Thursday 9th April to discuss highway issues in Woodhall Spa.

FC/17/03/26 To consider information received regarding the Arnhem Day events on 23rd April and resolve any further action needed.
The Council had been made aware of issues surrounding the Event Management Plan and concerns expressed by ELSAG regarding the event. The Council have an updated Event Management Plan which will be discussed by ELSAG on the 18th March. The Arnhem Group have provided the Council with a plan for the movement of Military Vehicles on Rally Field. Although ELSAG have no authority to cancel the event, the Military organisers would cancel the Red Devil parachute drop if the Event Plan was not satisfactory.

FC/18/03/26 To consider purchasing two new dog bins and resolve action.
It was proposed, seconded and unanimously resolved to purchase two new Glasdon Dog bins

FC/19/03/26 To consider purchasing new flags for the village and resolve action.
It was proposed, seconded and unanimously resolved to purchase 30 new flags.

FC/20/03/26 To receive a report on Woodhall Spa in Bloom and consider the purchase of three new planters for Stixwould Road.
It was proposed, seconded and unanimously resolved to purchase the planters.

FC/21/03/26 To receive a progress report on the Victorian signage.
Cllr Scarborough reported that all was on schedule. Picket fencing is also due to be replaced as part of the restoration project.

FC/22/03/26 To elect a new representative from the Parish Council to attend Heritage Committee meetings.
Cllr Rod Williams volunteered to be the new representative.

FC/23/03/2026 To consider improvements which need to be made for virtual attendance by Councillors to be effective and other IT issues and resolve further action.
Cllr Watts proposed that the Council approve the introduction of a provision within its Standing Orders (adopted June 2025) to permit councillors to participate in meetings remotely on a non-voting basis. This would mean that a new clause in Standing Order 3 (Meetings Generally) would read:

- At the discretion of the Chair, Cllrs may attend and participate in meetings remotely using a video conferencing platform on the following basis:

- Their virtual conference will not contribute to the quorum
- They will not have the right to vote

After discussion it was agreed that Councillors will be recorded as present if attending remotely. This was proposed, seconded and unanimously resolved. Clerk to amend Standing Orders.

FC/24/03/26 To confirm the date of the April Full Council meeting as the 21st April 2026 at 7.00 p.m
The date was confirmed by all Councillors.

Meeting closed at 9.10 p.m.