MINUTES OF THE WOODHALL SPA PARISH COUNCIL MEETING HELD ON TUESDAY 20th OCTOBER 2026 AT 7.00PM AT THE COUNCIL OFFICE.

In Attendance Chair R Etches, Cllr C Watts, Cllr Scarborough, Cllr Hunt, Cllr L Wood-Mitchell, Cllr M Williams, Cllr A Reynolds, Cllr D Charles.

Remote participation- None

Also present:
Karen Handley, Parish Clerk
LCC Cllr Natalie Oliver
ELDC Craig Leyland

Public Forum
Nine members of the public were present. One parishioner outlined the Spirit of Christmas event planned for 4, 5 and 6 December. The programme would include entertainment, a children's funfair and Santa's Grotto with free presents. A grant of £1,000 was being sought from Woodhall Spa Parish Council. Craft stalls were planned for Royal Square on Saturday and Sunday.
Another parishioner raised concerns about the speed of traffic along Witham Road and Tattershall Road. The Chair explained that these concerns would be on the agenda for the meeting with Highways on 4 November. A further parishioner questioned why the flags had been displayed for almost the whole year. Differing views were expressed: some supported the display of flags, while others did not.

FC/1/10/26 Comments from the Chair
The Chair welcomed all to the meeting. He informed the meeting that the Clerk had achieved the CiLCA qualification. He congratulated the Clerk on this achievement.

FC/2/10/26 Apologies for absence with reason given
Apologies received and accepted from Cllr M Cooke, Cllr A Raven, Cllr R Williams and Cllr Bradwell.

FC/3/10/26 To receive any declarations of interest in accordance with the requirements of the Localism Act 2011 and to consider any requests for dispensation
Cllr Charles declared an interest in item 8 on the agenda.

FC/4/10/26 Notes of the last meeting held on Tuesday 15th September 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/05/10/26 To receive a report from Lincolnshire County Council & East Lindsey District Council
LCC Cllr Oliver confirmed that the Council had a meeting with Highways on Wednesday 4th November at 11.00 am. She informed the meeting that WSIB had been successful in their application for funding from her. Cllr Oliver emphasised how

important it was to support this organisation due to the many positive impacts it had had on the community.
ELDC Councillor Leyland informed the meeting that Food Caddies had been distributed. All relevant information is on ELDC website.
Planning changes due to take effect from 31/10/2026 which are from National Government. ELDC were critical of the changes, but the Parish Council should not be affected. Cllr Leyland also commented on the excellent results achieved by WSIB in September, as well as the excellent result for Jubilee Park. ELDC would continue to fund community initiatives.

FC/06/10/26 To approve automated, retrospective, and future payments to be made

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

Person/Company to be paid	**Invoice No.**	**Details**	**Amount £**
Amazon	2627/138	10 Flags for village	209.00
Paul McFahn	2627/139	Office window cleaning	16.00
Coningsby and Woodhall Walking Football Club	2627/140	Community Grant Award	599.00
Woodhall Spa in Bloom	2627/141	Community Grant Award	1000.00
DeFib World	2627/142	New Defib pads	79.19
J Ward/T Gibbons	2627/143	Royal Square Maintenance Contract	1060.00
Business Waste	2627/144	Office Waste	13.45
Business Waste	2627/145	Fuel Surcharge	0.84
EDF	2627/146	Office Gas	17.40
British Gas	2627/147	ATM Electricity	25.23
Welton Garden Services	2627/148	Kirkby Lane Cemetery/Closed Cemetery/Village Grass Contract	4062.00
Pink Marigold Cleaners	2627/149	Office Cleaning	150.00
YU Energy	2627/150	Office Electricity	51.80
YU Energy	2627/151	Royal Square Electricity	40.56
Badgemaster	2627/152	Sample Community Champion Badge	158.04
S Long Gardening Services	2627/153	Gardening contract	610.00
Goodwins	2627/154	Hardware items	151.68
The Boston Bulb Company	2627/155	Bulbs Royal Square/Stixwould Rd Planters	73.94
Badgemaster	2627/156	Councillor name badges	33.96
Wave	2627/157	Royal Square Water	0.87
T Gibbons	2627/158	Kirkby Cemetery/Village noticeboard/Flags/Village maintenance	448.50
Payroo Ltd	2627/159	Payroll	6.00
K Handley/HMRC/LCC Pension	2627/160	Staff costs	2106.12

b) **To note the bank reconciliation**

Co-op current account of £140,800.55 as of 1/10/2026 was noted.
Co-op 35 day account of £15,420.70 as of 1/10/2026 was noted.
Co-op 95 day account of £38.704.63 as of 1/10/2026 was noted.

FC/07/10/26 To consider the two expressions of interest received for the lease of Rally Field and resolve which applicant, if any, should be awarded the lease commencing in March 2027.

All Councillors had received the relevant paperwork. The Chair summarised the two expressions of interest. Following discussion, the Council voted on which applicant should be awarded the lease of Rally Field. Four Councillors voted for the Croquet Club and four voted for the Cricket Club, resulting in a tied vote. The Chair exercised his casting vote in favour of the Cricket Club. It was therefore resolved to award the lease of Rally Field to the Cricket Club, commencing in March 2027.

FC/08/10/26 To consider the Community Grant application received from Woodhall Spa Business Forum and resolve whether to approve the application.

It was proposed by Councillor Hunt, seconded and resolved to award a grant of £500 to Woodhall Spa Business Forum, rather than the £1,000 requested. Cllr Wood-Mitchell abstained from the vote.

FC/09/10/26 To consider applying for an LCC Councillor Grant for £2500 to fund a Wi-Fi system to enable data from the speed devices to be downloaded to the Council office and resolve any further action.

Cllr Oliver advised that the Council was unlikely to receive the full amount requested, as she had received many applications for her available funds. Further information was needed from Elan City on the updated cost of the Wi-Fi system. Cllr Leyland offered his assistance.

At this stage the Council cannot submit a grant application.

FC/10/10/26 To receive an update from the Royal Square Working Group, consider the quotations received for the proposed work, and approve the submission of a grant application to East Lindsey District Council (ELDC) towards the cost of the works.

Cllr Charles summarised the two quotations received for the proposed works at Royal Square and reported on progress with the Elif grant application. The Clerk explained that the Parish Council would be required to provide match funding of £12,500. This could be drawn from other budget allocations which had not been utilised this year.

It was proposed, seconded and resolved to submit the grant application to East Lindsey District Council towards the cost of the proposed works at Royal Square.

FC/11/10/26 To consider a parishioner's request for Woodhall Spa Parish Council to fund repairs to a memorial in Kirkby Lane Cemetery and resolve what action, if any, the Council wishes to take.

It was proposed, seconded and resolved to refer the parishioner's request for repairs to the memorial in Kirkby Lane Cemetery to the Council's insurance company for resolution.

FC/12/10/26 To consider the following highway matters and resolve any further action:

a. To request that Lincolnshire County Council Highways review the pavement repairs completed along Broadway, as the Council is dissatisfied with the dimensions of the repaired areas.

The Council's concerns about the dimensions of the pavement repairs along Broadway would be raised at the meeting with Lincolnshire County Council Highways on Wednesday 4 November 2026.

b. To consider the proposed lining on King George Avenue to provide an informal one-metre segregation area and resolve any further action.
It was proposed, seconded and resolved to approve the proposed lining on King George Avenue to provide an informal one-metre segregation area.

c. Turnberry Drive junction with Witham Road: to note that Lincolnshire County Council has assessed the location for a Traffic Regulation Order and that it did not meet the required criteria.
The Chair had sent regular updates to Cllr Oliver showing how parked vehicles at the junction of Turnberry Drive and Witham Road were causing difficulties for traffic. The Council wished the matter to be revisited with Lincolnshire County Council Highways at the meeting on 4 November 2026.

d. Speeding on Witham Road and other routes in Woodhall Spa: to receive the report from Lincolnshire County Council and consider a parishioner's request for the introduction of a 20 mph speed limit on Witham Road.
The speeding concerns and the parishioner's request for a 20 mph speed limit on Witham Road would be discussed with Lincolnshire County Council Highways at the meeting on 4 November 2026.

FC/13/10/26 To review the second sample of the Community Champion badge and agree any further action.
Sample Community Champion badges were distributed for review, and all present agreed that the badges should be purchased. It was proposed, seconded and **resolved** to order 50 badges.

FC/14/10/26 To receive an update on the activities and progress of Woodhall Spa in Bloom.
Cllr Hunt reported that Woodhall Spa in Bloom (WSIB) had won a Silver Gilt award, scoring 75 out of 100 points. Jubilee Park had received a Gold award for horticultural excellence, reflecting the hard work of its volunteers, and Mr and Mrs Gilmartin had received a Gold award for their front garden. WSIB had also received funding from LCC Councillor Oliver for a storage unit behind Coronation Hall. Funding from ELDC had enabled the hanging baskets to be planted for winter. A crocus lawn would be planted in Royal Square on 15 and 16 November, with volunteers planting approximately 4,000 crocus bulbs. WSIB would also undertake its own fundraising activities, including during the Christmas Spirit weekend.

FC15/10/26 To receive an update on the progress of the Neighbourhood Development Plan (NDP) and resolve any action to be taken.
Cllr Watts reported that he had drafted version 5 of the Neighbourhood Development Plan (NDP) following a meeting with Andy Booth and a review of the requirements of the new National Planning Policy Framework. The draft included a new section on Community Resilience. Four hundred responses had been received from parishioners, businesses and clubs, which he described as a good sample. Cllr Watts had contacted Vicky Popplewell to discuss the current stage of the NDP.

Cllr Watts also mentioned Regulation 14 of the Neighbourhood Planning (General) Regulations 2012 (as amended), which requires pre-submission consultation and publicity before the draft NDP is submitted to East Lindsey District Council.
The NDP Working Group would meet following the meeting with Vicky Popplewell.

FC16/10/26 To receive an update on the Christmas Light Switch-On event on Friday 4th December and consider a request for the use of Royal Square over the Christmas weekend.
Cllr Charles outlined the programme of events. He asked the Council to consider allowing Royal Square to be used for craft stalls and Santa's Grotto on Saturday 5th and Sunday 6th December.
It was proposed, seconded and resolved to approve the use of Royal Square for craft stalls and Santa's Grotto on Saturday 5th and Sunday 6th December.

FC17/10/26 To consider a request for the Council to continue funding both the community website and Facebook page, in accordance with the arrangement originally agreed in 2005, and resolve what action, if any, the Council wishes to take.
It was proposed, second and resolved to ask for a final invoice and to terminate the 2005 agreement.

FC18/10/2026 To confirm the arrangements for the Remembrance Day Parade and resolve any outstanding matters.
The Clerk confirmed that arrangements for the Remembrance Day Parade were in place, although the provision of barriers and a welfare unit remained unconfirmed. SRP Hire solutions had always supplied this equipment, but confirmation was awaited from the new owners that they would honour the commitment.
The Chair reported that he had walked through the parade route with the Parade Marshal during their meeting.

FC19/10/26 Staffing Committee:

a) To appoint two additional members to the Staffing Committee.
   Cllr Hunt and Cllr Scarborough volunteered to serve as the two additional members of the Staffing Committee.
b) To confirm the date for the Clerk's appraisal at this meeting.
   The Clerk's appraisal was confirmed for 11 November.
c) To set a date for the Staffing Committee to meet and determine the action required to progress the appointment of an Assistant
   The Staffing Committee meeting was confirmed for 11 November.

FC20/10/26 To confirm the date of the next Full Council meeting as Tuesday 17th November 2026 at 19.00
This was confirmed by all Councillors.

Meeting closed 8.50p.m.

Signed_____ Date_____