



Dear Parish Councillor,

You are hereby summoned to attend the next meeting of this Parish Council, which will be held **7.30pm, on Tuesday 2<sup>nd</sup> September 2025 at the Methodist Church Hall, Back Lane, Colsterworth**. The business to be dealt with at the meeting is listed in the agenda. Supporting information can be found at <https://colsterworth.parish.lincolnshire.gov.uk/council-business/p-c-meeting-2nd-september-2025>

There will be a 10-minute public forum between **7.30pm and 7.40pm** when members of the public may ask questions or make short statements to the Parish Council and your attendance is requested during this period.

Agenda Item No	
2025.64	Apologies for absence.
2025.65	Chair's remarks.
2025.66	Declarations of interest in accordance with the LGA 2000
2025.67	Approval of the Minutes of the previous meeting.
2025.68	County/District Councillor Report.
2025.69	<b>Recruitment of the Clerk and Financial Responsible Officer (RFO)</b> <ol style="list-style-type: none"><li>1. Resolve to delegate the recruitment process for the Clerk and RFO to the Finance &amp; Administration Committee.</li><li>2. Set out the timeframes for this and authority for any additional costs during the handover period within this financial year.</li></ol>
2025.70	Resolve to agree grass cutting contractors for 2026, 2027 & 2028 season from the 1yr and 3yr quotations obtained.
2025.71	Resolve to re-appoint LALC internal auditing service for a two-year period 2025/2026 and 2026/2027 at the same fee of £300 each year.
2025.72	Resolve to take out a Warranty extension for the Vehicle Activated Signs (VAS) at North Witham and Woolsthorpe by Colsterworth. At a cost of £199 excl vat per VAS per year for 3 years.
2025.73	Resolve to apply to SKDC Planning Department for Change of Use of the land at Old Post Lane Cemetery extension to a Cemetery at a cost of £294.
2025.74	Request received from the Village Hall and Social Club Committee to install a dog waste bin on footpath 19 where it meets the entrance to the Social Club and Village Hall. At a cost of £153.82 incl vat (£128.18 excl vat) and £65 per year dog waste removal costs.
2025.75	Risk Exception Report
2025.76	Clerks Report
2025.77	Correspondence Received
2025.78	Planning Applications
2025.79	<b>Finance and Administration (F &amp; A) Committee Report (Cllrs C Hainsworth, E O'Neill, M Childs, C Russell)</b> . No report this month. Next meeting 23/10/2025. <ol style="list-style-type: none"><li>1. Resolve to renew the following policy at its annual review: - CAD Business Continuity Plan</li></ol>



Agenda Item No	
	<p><b>Annual Governance &amp; Accountability Return (A.G.A.R.) Conclusion</b></p> <p>2. Resolve to accept the PKF Littlejohn LLP Accountants Annual Governance &amp; Accountability Return (A.G.A.R.) Conclusion for year ended 31st March 2025. AGAR Sections 1, 2 &amp; 3.</p> <p>3. Resolve to publish the AGAR Notice of Conclusion of Audit from 5th September 2025 to 31st October 2025.</p> <p>4. Resolve to re-appoint LALC as the internal auditor.</p> <p>5. Update on the Community Car Park. (The Clerk)</p> <p>6. Net Position by Cost Centre and Code 19/08/2025.</p>
2025.80	<p><b>Planning Committee Report</b></p> <p>1. Neighbourhood Plan Review. On Hold.</p> <p>2. Update on Planning Application S/24/0568 AD Plant Gunby.</p> <p>3. Resolve to comments on SKDC Planning Application S25/1312. Change of use of site for workshop and plant hire, erection of workshop building, two site offices and associated hard standing. Land East of A1 And North of A151, Colsterworth. Extension to the Parish Council deadline for comments agreed to 5th September 2025.</p>
<b>Group Reports</b>	
2025.81	<p><b>Highways &amp; Footpaths Working Group Report.</b> H &amp; F Report September 2025 (Cllr C Hainsworth) circulated.</p>
2025.82	<p><b>Environment &amp; Amenities Working Group Report.</b></p> <p>1. Emergency Plan Review Update. (The Clerk)</p>
2025.83	<p>Accounts for payment. Please contact the Clerk for details.</p>
2025.84	<p>Matters requiring attention such as potholes and faulty streetlights.</p> <p>Updates from Cllrs or Clerks Training Courses attended.</p>
2025.85	<p>Date of the next Parish Council meeting is Tuesday 7<sup>th</sup> October 2025.</p>

22/08/2025

*S Grant*

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