

**Minutes for a meeting of the Burgh le Marsh Town Council
13th January 2026.**

Burgh le Marsh Town Council, Tinkers Green, Jacksons Lane, Burgh le Marsh

Present: Chairman: Cllr David Hartley,
Cllr Mandy Willis, Cllr Graeme Driver, Cllr Chris Sanderson, Cllr Andy Wardell,
Cllr Sue Nutman, Cllr Jim Moss.
Clerk: Kelly Stevenson

Public No public present.

261.1 Receive apologies.

Apologies were received and accepted from Cllr Pat Phillips.

Cllr Mike Greenhalgh and Cllr Lisa Broomfield did not attend and their absence was noted.

Cllr Neil Cooper and Cllr Pauline Coopers continued absence was noted.

262.2 Receive declarations of interest under the Localism Act 2011, being any pecuniary interest on agenda items not previously recorded on Members' Register of Interests and any written requests for dispensation.

No declarations received.

All granted dispensation to discuss precept.

263.3 Approve and adopt as minutes the notes from the meetings held on 25th November and 9th December 2025.

It was resolved to approve as adopt as minutes the notes from the meeting held on 25th November 2025 and 9th December 2025.

264.4 Chairman's Remarks.

Welcome back after the Christmas and New Year Break and welcome to our newly co-opted Councillor, Cllr Andy Wardell.

The Christmas Reception went extremely well, thank you everyone. Feedback from guests has been extremely positive, with some lovely comments received on the event and also the Methodist Church building.

Other wonderful Christmas events the mayor attended: Christmas at the Windmill on Saturday 13th December and a Ukulele charity concert at the village hall on Saturday 20th December. Both were fantastic and well support by the community.

265.5 Consider Draft Budget 2026/2027 (see appendix 1)

Council noted the budget previously received for the 2026/27 financial year.

The proposed expenditure budget for 2026/27 totals £100,916.99, representing an increase of £10,054.35 (10%) compared with the previous year.

Income to be offset against the precept totals £9,433.80, an increase of £3,677.80 (39%). After applying this income, the resulting precept requirement is £91,483.19 (£100,916.99 less £9,433.80), representing an overall increase of 6.98%.

Council noted that total precept income and council income (including any transfer from reserves) must equal the expenditure budget.

The tax base for 2026/27 has increased to 934, an increase of 2.78%. The tax base is used to determine the cost to rate-paying properties, calculated by dividing the precept requirement by the tax base.

- **Precept requirement:** £91,483.19.
- **Tax base:** 934.

This results in an average Band D charge of £97.65 per annum, representing a 4.32% increase.

Following discussion, Council resolved to submit a precept claim to ELDC of £91,483.19, equating to a 4.32% increase for the average Band D property.

The increase will be proportionately lower for properties in Bands A–C and higher for properties in bands above D.

Action: Clerk to submit the precept claim form for £91,483.19 for 26/27 to ELDC.

266.6 Update on purchase of the Methodist Church (see appendix 2)

Hodgkinson solicitors have been instructed on behalf the council to complete the purchase transaction. A payment of £500 has been made on account towards legal fees and disbursements.

At the meeting on 11th November 2025, council actioned a survey and cleaning of the guttering. Update as follows,

Guttering: The Methodist Church have agreed the council can have this work completed. A quote for completion has been received for £240.00. Following discussion, council resolved to proceed with this work.

Action: the Clerk to instruct the Contractor to proceed with the work of cleaning the guttering at the Methodist Church.

Survey: Robert Bells of Horncastle do not undertake surveys on commercial premises, however, can complete a schedule of condition. Following discussion, it was resolved that a schedule of condition would be sufficient. A quote for the this has been requested. Council previously agreed a budget for £1,000 for survey costs. If the quote is within this balance the Clerk and working group are to give instructions for completion of the schedule of condition. Council will review at their next meeting on 27th January 2026.

The working group will continue with renovation plans for comment and discussion at a future council meeting.

Grants: The working group have completed the interim report for the ELIF grant award. The clerk advised supporting evidence is required for the impact of the grant, e.g. Survey outcomes, comments on social media posts. Council resolved to increase publicity of the purchase and project and also giving acknowledgement of the grant award.

Council to review purchase, grants, and refurbishment at the next meeting on 27th January 2026.

267.7 Review of council attendance and meeting schedule for 2026-27 (see appendix 3)

Council noted the previously proposed calendar of meeting dates for 2026/27.

Council proposed, going forward, to hold one meeting per month on the last Tuesday of the month. If an additional meeting is necessary, it will be arranged as required, and, where possible, on the second Tuesday of the month. The reduction in the number of meetings is intended to support Councillor meeting attendance.

Following discussion, it was Resolved:

1. To hold one council meeting per month on the last Tuesday of the month, with the exception of December, when the meeting will be held on the second Tuesday to support budget planning.
2. To arrange extraordinary meetings if required, and, where possible, on the second Tuesday of the month.
3. To schedule the Annual Parish Meeting on 28 April 2026, with the monthly council meeting to follow.

268.8 Consider Planning matters:

1. Planning Correspondence (see appendix 4)

Email from ELDC, 08/01/26: RE: Street naming of development at Common Lane. As an agreement could not be reached on road names with the developer a report was written for the portfolio holder containing all suggestions.

ELDC confirm street naming as "Trinity Gardens."

Noted by council, no further comments made.

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| 2. Application: | 03486/25/FUL (consider amendment) |
| Applicant: | Mr A Johnson |
| Proposal: | Planning permission – change of use, conversion of, extension and alterations to existing barn to provide 2no. residential flats and alternations to the existing vehicular access (works commenced) |
| Location: | 35 Station Road, Burgh le Marsh, Lincolnshire PE24 5EL |
| Amendment: | Location amended to remove KC Autos and description amended to include the alteration to the existing access which have already been undertaken. |

<https://publicaccess.e-lindsey.gov.uk/online-applications/applicationDetails.do?keyVal=T49TNZGM04500&activeTab=summary>

Council noted the application amendment. Following discussion, it was resolved to support the application.

3. Application: 03654/25/FUL
Applicant: Pickworth Residential Living Ltd.
Proposal: Planning permission – alterations to existing dwelling to replace existing wooden sash windows and wooden doors to PVC-U and bricking up 1no. door.
Location: 2 Catherine House, High Street, Burgh le Marsh, Lincolnshire PE24 5DY

<https://publicaccess.e-lindsey.gov.uk/online-applications/applicationDetails.do?keyVal=T5VHQWGM04500&activeTab=summary>

Council reviewed and discussed the application.

Council does not support the application. The property is located within the conservation area of Burgh le Marsh, and it is felt that the installation of PVC windows and doors would detract from the traditional aesthetics and historic character of the building. The Council recommends that any replacements should be on a like-for-like basis, in order to preserve and maintain the distinctive appearance and heritage of the conservation area.

269.9

Correspondence (see appendix 5)

1. LCC Budget survey 2026/27 – 07/01/2026.
Noted by council. Councillors to complete the survey.
2. LCC Highways newsletter 05/01/2026
Noted by council, no further comments, or actions.
3. Lincolnshire Association of Local Councils 26/27 annual subscription and training scheme.
Noted by council. Council will book course as required.
Cllr Wardell would like to book the Councillor induction course on 3rd March.
Action: The clerk to complete the booking.
4. GLL/Community Hubs email - 22/12/2025. Confirmation of the GLL contract continuing for LCC Library Service.
Noted by Council.
5. LCC email of 19-12-2026 and supporting templates. * a copy of the email sent to Heritage Committee.
Noted by Council. The Heritage Committee will be replying.
No further comments from Council.

There being no further business the meeting closed at 8.10.pm.

Singed

Dated27/01/2026.....