

Minutes for a meeting of the Burgh le Marsh Town Council
11th November 2025
Burgh le Marsh Town Council, Tinkers Green, Jacksons Lane, Burgh le Marsh

Present: Chairman, Cllr David Hartley
Deputy Chairman, Cllr Mike Greenhalgh
Cllr Pat Phillips, Cllr Mandy Willis, Cllr Sue Nutman, Cllr Graeme Driver
Clerk: Kelly Stevenson

Public: No members of the public.
Cllr Jimmy Brookes.

229.1 Apologies
Receive and accept apologies of absence.

Apologies were received and accepted from Cllr Chris Sanderon and Cllr Lisa Broomfield.

Cllr Neil Cooper and Cllr Pauline Cooper's continued absence was noted.

230.2 Declarations of Interest
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.

Cllr Mike Greenhalgh declared an interest in Item 10.b Planning application 03486/25/FUL due to being related the applicant.

231.3 Approve and adopt as minutes the notes the meeting held on 28th October 2025

It was resolved to adopt as minutes the notes from the meeting held on 28th October 2025.

232.4 Chairman remarks

Council have attended Remembrance Church Services on Sunday 9th November and Tuesday 11th November, laying wreaths of remembrance at the War Memorial.

Its likely more large display poppies will be required next year, and council should consider organising the Service on the 11th November at the War Memorial. If this can be an agenda item in the coming year.

233.5 Christmas 2025 update (see appendix 1)

a. Christmas lighting

As previously reported trees are due for delivery on Friday 21st November with lighting due to be installed Week Commencing 24th November 2025.
Councillor's will be updated via email.

b. Christmas market

The event has been advertised on social media and posters displayed.

Cllr Sue Nutman will organise and host the council refreshment stall.

Cllr Mandy Willis is organising stall holders to attend.

Cllr David Hartley is organising the marquees, which will be put up on Friday 28th November 2025 with the help of the Heritage Group.
Clerk to advertise closure of the car park, which the Handyman will close off late Thursday 27th / Friday 28th November.

It was agreed to review final plans at the next council meeting on 25th November 2025.

c. Christmas Reception

As discussed at the previous Council meeting a Christmas Reception is planned for Tuesday 16th December 2025 at 7.00pm and will be held at the Methodist Church. This reception is for invited guests of volunteers who support the Council with the library, litter picking etc. The event will also mark 10 years of the volunteer run library.

The clerk is arranging access to the Church in order to give the room and clean and add Christmas decoration.

It was agreed Cllr David Hartley and Cllr Sue Nutman will organise refreshments.
It was agreed to provide light refreshments of plum bread with cheese, mince pies, sausage roll for approx. 60 guests. Prices and quantities required to be reviewed, and a budget agreed at the next meeting.

Council resolved the room will need to be decorated and suggested the Clerk and Cllr David Hartley organise this. Budget to be reviewed at the next meeting.

Cllr Mandy Willis will organise crockery for the event.

Council to review the event plans and guests attending at the next meeting on 25th November 2025.

234.6 Councillor Identification (see appendix 2)

Council noted the quote and proof of lanyard and ID badges. Council agree it is important to ensure clear identification and promote a professional image of the council.

Following discussion it was resolved to proceed with the order.

Action: The clerk to proceed with the order of ID lanyards and badges.

235.7 Picnic Site, Bratof Lane (see appendix 3) **Receive update on the completion of the sale.**

A completion date is currently being agreed with the Purchasers Solicitors and is expected in the very near future. Council noted the completion statement received.

Following discussion, it was Resolved to enquire if Hodgkinson's can hold the proceeds of sale in their client account in readiness for the purchase of the Methodist Church.

Action: The Clerk to enquire with Hodgkinson's regarding hold the proceeds of sale.
List on the next council meeting agenda for review.

236.8 Methodist Church purchase (see appendix 4) **Receive update on the purchase and of the Methodist Church and instructions of solicitors.**

Confirmation has been received from the Methodist Church that the Trustees based in Manchester have approved the DAR from their surveyor and given permission for the local trustees group to proceed with the sale of the Church to the Town Council at the agreed price of £90,000.

Following discussion, it was Resolved to proceed with purchase and instruct Hodgkinson's Solicitors to complete the purchase transaction on the behalf of the Council.

It was resolved the Chairman and Deputy Chairman sign the solicitor's terms and conditions to start the legal transaction on behalf of the Council.

It was then Resolved as part of the purchase process, and considered best practice, to complete a building survey

Following further discussions, it was resolved to seek permission for the council to have the gutters cleaned out, as this is visible work that will come up on any survey.

The clerk to source quotes for the guttering cleaning and arrange a building survey.

Council will review at the next council meeting.

Council noted receipt of a guide price for levelling the floor in the Church Room of the building. As a starting point this is extremely positive.

Council also noted receipt of draft plans drawn up showing refurbishment within the building of adding a library and Clerk's office space.

Following discussions, it was resolved to explore further the possibility of a second floor in the church room to add to space for an office and storage. It was agreed this work was a necessary process to see if it may be possible, not only for best use of the building space but also for budget. Plans can then be used for proposals to support grant applications and public consultations.

Action: The clerk to speak with builder and architect to discuss plans installation of a second floor.
Action: list on the meeting agenda for Council review.

8.00pm Cllr Sue Nutman left the meeting.

237.9 Windmill (verbal update)

Receive update on the Windmill and meeting held with LCC

Verbal update received:

Cllr Mike Greenhalgh represented the Council and support members attending on behalf of the Burgh Heritage Group a meeting with Lincolnshire County Council on 4th November 2025.

Cllr Mike Greenhagh reported: the meeting was successful with Burgh le Marsh and our Windmill being expertly represented by Malcolm Ringsell of the Heritage Group. The outcome of the meeting.

1. LCC took on board their responsibility to repair the windmill.
2. Estimated repair costs have reduced to approx. £700,000 from the previously suggested cost of over £1million.
3. The Windmill is currently on the LCC, at risk register, which means it does need immediate attention.
4. LCC are reviewing ownership of the Windmill along with their other heritage assets. This has been in media locally.
It is hopeful LCC would repair the Windmill sails prior to considering an asset transfer/
5. The Heritage Group are drawing a business plan for future running of the site. Council will be provided with a copy when complete.

Following discussion, it was agreed the council would not be able to take over running the Windmill, however, could support the Heritage Group where possible and possibly some financial support.

There is nothing further Council can action at this time.

238.10 Planning Matters

- a. Application 03442/25/Ful
Applicant Mr James Bird
Proposal Planning Permission – first floor extension to dwelling to provide additional living accommodation.
Location: 91 Station Road, Burgh le Marsh, PE24 5EW

Council noted the application, plans and location. Following discussion, it was agreed the application was supported.

- b. Application 03486/25/FUL
Applicant Mr A Johnson
Proposal Planning permission – change of use, conversion of, extension and alterations to existing barn to provide 2 no: residential flats.
Location: K C Autos, 35 Station Road, Burgh le Marsh PE24 5EL

Having declared an interest, Cllr Mike Greenhalgh, left the meeting discussion.

5 councillors viewed the application, plans and site location. Following discussion, it was agreed the application was supported.

240.11 Correspondence (see appendix 5)

Receive correspondence for council comment or action.

Resident email of 8th November 2025; complaint and concern regarding catchwater drain.

Noted by Council. Council would also share the resident's concerns.

Council requested the concern be passed over to the Environment Agency and Lindsey Marsh Drainage Board to ask they investigate further.

LCC, Cllr Jimmy Brookes, present at meeting also took a copy of the resident email and will support with raising the concerns to be investigated.

There being no further business the meeting closed at 8.40pm.

Signed
Dated: 25/11/2025