

**Minutes for a meeting of the Burgh le Marsh Town Council
28th October 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
 Clerk: Kelly Stevenson

Public **4 Members of public**
 Cllr Jimmy Brookes for ELDC and LCC.

Public Session.

Comments received:

- The public footpath between 49 and 51 at Elm Cresent is still overgrown. Cllr Brookes present is going to report to LCC.
- The Remembrance Service at the Church is on Sunday 9th November at 9.45am and 10.45 at the War Memorial on Tuesday 11th November.
- Update on the 56A bus service. Cllr Jimmy Brookes has submitted petitions. It is the bus company that will have the decision on re-instating the service. Cllr Brookes requested the support of the Town Council. The council absolutely support this and will be in writing to Stagecoach and Cllr Brookes.

216.1 Receive apologies.

Apologies were received accepted from Cllr Jim Moss, Cllr Sue Nutman and Cllr Lisa Broomfield.

Absence was noted of Cllr Neil Cooper, Cllr Pauline Cooper, Cllr Graeme Driver, and Cllr Chris Sanderson.

217.2 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.

None received.

218.3 Approve and adopt as minutes the notes the meeting held on 30th September 2025 and 14th October 2025.

It was resolved to approve and adopt as minutes the notes from the meetings held on 30th September 2025 and 14th October 2025.

219.4 Chairman's remarks.

Saturday 25th October 2025 was our library event, marking 10 years. The event very well supported. Again, thank you to the wonderful volunteers who run our library.

Also, on Saturday 25th October we attend the Baptist Church open event in support of renovations they have completed. Again, this was very well supported and what excellent job they had done with the Church.

Poppies have been put out marking remembrance. Thank you to all involved.

Cllr David Hartley and Cllr Mike Greenhalgh will be attending a meeting with members of the heritage committee at Lincolnshire County Council to discuss the Windmill. Council will be updated at the next council meeting.

220.5 Discussion and reports on matters relating to the District and County Council.

Update given from Cllr Jimmy Brookes on matters for the District and County Council:

- Postal voting – applicants need to re-apply by 31st October 2025.
- There is an upcoming by-election in Chapel St Leonards with 6 candidates.
- LCC are conducting a survey on re-cycling, this is available on the LCC website.

221.6 Consider finance matters:

1. Payments and receipts for October 2025 (see appendix 1)

Oct-25	Column1	Column2	Column3	Column4	Column5	Column6	Column7
Voucher No	Date	Net	VAT	Total	Description	Supplier	Bank
226	28/10/2025	2295.83	-	2295.83	Staff Costs	Staff Costs	Lloyds Bank Current Account (a/c 00318763)
225	28/10/2025	17.32	-	17.32	electricity - market place upstairs room.	Engie	Lloyds Bank Current Account (a/c 00318763)
224	28/10/2025	110.47	5.52	115.99	Electricity - Tinkers Green	Engie	Lloyds Bank Current Account (a/c 00318763)
223	28/10/2025	275	55	330	Hedge cutting - Tinkers Green	T J Allen and Sons	Lloyds Bank Current Account (a/c 00318763)
222	28/10/2025	780	-	780	Cleaning - WC Market Place	The Captains Cleaners	Lloyds Bank Current Account (a/c 00318763)
221	28/10/2025	234	46.8	280.8	Christmas Tree - Market Place	Peter Strawson Ltd	Lloyds Bank Current Account (a/c 00318763)
220	28/10/2025	801.5	160.3	961.8	Christmas trees (whole village)	Peter Strawson Ltd	Lloyds Bank Current Account (a/c 00318763)
219	28/10/2025	363	72.6	435.6	Flowers / compost (village)	Chanson Flowers Ltd	Lloyds Bank Current Account (a/c 00318763)
218	28/10/2025	2,172.50	434.5	2,607.00	Notice board (Balance due)	Notice Boards Online	Lloyds Bank Current Account (a/c 00318763)
217	28/10/2025	896.26	179.26	1,075.52	2 x grass cuts	Glendale	Lloyds Bank Current Account (a/c 00318763)
216	27/10/2025	100	-	100	Face painter (library event 25/10/25)	Re-imbursement (Library)	Lloyds Bank Current Account (a/c 00318763)
215	25/10/2025	59	-	59	Story Teller (library event 25/10/28)	Cash account	Lloyds Bank Current Account (a/c 00318763)
214	23/10/2025	43.76	2.19	45.95	Electricity: Public Toilets	Total Energies	Lloyds Bank Current Account (a/c 00318763)
213	22/10/2025	15	-	15	TV License	TV Licensing	Lloyds Bank Current Account (a/c 00318763)
211	20/10/2025	4.25	-	4.25	Bank Charges	Lloyds Bank	Lloyds Bank Current Account (a/c 00318763)
210	20/10/2025	61	-	61	Business rates (Market Place Car Park)	ELDC	Lloyds Bank Current Account (a/c 00318763)
209	17/10/2025	13.27	2.65	15.92	cups / serviettes (library event 25/09/2025)	Amazon	Lloyds Bank Current Account (a/c 00318763)
208	17/10/2025	11.65	2.33	13.98	Cable ties (poppies)	Amazon	Lloyds Bank Current Account (a/c 00318763)
207	17/10/2025	40.95	8.19	49.14	BT - phone / broadband	BT	Lloyds Bank Current Account (a/c 00318763)
206	16/10/2025	15	-	15	Gardener - weed spraying (Methodist Church)	Edward Crick	Lloyds Bank Current Account (a/c 00318763)
205	15/10/2025	105	-	105	Footpaths 10/10/2025	Edward Crick	Lloyds Bank Current Account (a/c 00318763)
204	09/10/2025	8.62	1.72	10.34	Lanyard and card sample	Amazon	Lloyds Bank Current Account (a/c 00318763)
203	09/10/2025	7.5	1.49	8.99	Amazon prime delivery	Amazon	Lloyds Bank Current Account (a/c 00318763)
202	08/10/2025	88.53	17.71	106.24	Additional laptop screen (Clerk)	Amazon	Lloyds Bank Current Account (a/c 00318763)
201	08/10/2025	36.7	-	36.7	SES Water - Library	SES Business Water	Lloyds Bank Current Account (a/c 00318763)
200	07/10/2025	7.48	1.5	8.98	Magnets (notice board)	Amazon	Lloyds Bank Current Account (a/c 00318763)
		8,563.59	991.76	9,555.35			

Oct-25	Column1	Column2	Column3	Column4	Column5	Column6	Column7
Voucher No	Date	Net	VAT	Total	Description	Customer	Bank
13	09/10/2025	22.59	-	22.59	Interest received	Lloyds Bank	Lloyds Instant Access Account (30-97-67 31021768)

It was resolved to issue the payments as scheduled totalling £9,555.35 including vat.

Council resolved income received of £22.59.

2. Financial position for October 2025 (see appendix 2)

Council Resolved funds, once payments and receipts for October 2025 are recorded, totalling e£133,330.87. This includes general reserve £43,670.59 and earmarked funds £36,339.00.

Council resolved transfers to clear negative balances on earmarked funds as follows:

War memorial:

Transfer £245.83 from general funds to zero earmarked fund.

This balance was the result of an overspend on cleaning of the War Memorial completed in May 2025.

Market Place Car park

Transfer £475.25 from general funds to zero earmarked fund.

The fund of grant funding awarded from ELDC upon the asset transfer. The balance has occurred from the overspend on the new notice board and map.

3. Budget planning for 2026/2027; vote at least three members of the council to form a working group for budget planning. (see appendix 3)

It was resolved the Clerk, Cllr David Hartley and Cllr Mike Greenhalgh work on a draft budget for 2026/27. Council will review a future meeting.

Action: Clerk, Cllr David Hartley, and Cllr Mike Greenhalgh to prepare a draft budget for a council review.

227.7 Receive update on sale of the picnic site (verbal/see appendix 4)

Verbal update:

Contract papers have been received and signed by Cllr David Hartley and Cllr Mike Greenhalgh on 27th October 2025, as agreed at the Council meeting on 14th October 2025 and the Council's Standing Order (23).

Council will review at the next meeting regarding a completion date.

Council made no further comments.

223.8 Receive updates regarding purchase of the Methodist Church (verbal / see appendix 5)

Verbal update:

The Methodist Church have raised queries on the DAR report. The property officer and the surveyor are completing the work and queries raised. Again, at this stage there is nothing further the Council can do. The TMCP (Trustees for the Methodist Church) have to ensure they are meeting the terms of the constitution in relation to the sale. It is hoped the queries raised will be action as soon as possible.

Council will review at the next meeting.

Council made no further comments.

224.9 Update on Christmas lighting and Christmas Market (see appendix 6)**Christmas Lighting:**

Trees have been ordered and due are for delivery 21st November 2025.

Lighting install is due week commencing 24th November 2025, which is the large Market Place tree and decorative lights on the streetlight columns in the Market Place and Hight Street.

The Windmill Heritage Committee are again organising the smaller trees.

It was Resolved to proceed with purchase of batteries and battery lightings as required for the trees.

Christmas Market:

It has previously been agreed to hold a Christmas Market on 29th November 2025.
It was resolved to advertise the event.
Cllr Mandy Willis is continuing to organise stall holders.
Council will review plans at the next council meeting on 11th November 2025.

Action: Clerk to list Christmas plans on the next meeting agenda.

225.10**Consider requirements for a Christmas Thank you Reception (appendix 7)**

Following discussion Council resolved to hold a Christmas / Thank you reception on Tuesday 16th December 2025 at 7.00pm. Council noted the Methodist Church have agreed that the council can use the building for the event.

Council resolved the booking the singer to provide a 1-hour Christmas show at the cost of £150.00.

The event is also combining the event to mark 10 years of the volunteer run library.
Following discussion council resolved to purchase a commemorative pin badge to present to volunteers at the event. It was resolved to purchase 25 (minimum order) engraved book pin badges at the cost of £100.00.

It was resolved a guest list is drawn up by the Clerk and Chairman and invitations are sent out.

Council resolved to review plans for refreshments and decorations at the next council meeting when an estimated number of attendances is known.

Action: Clerk and Chairman to prepare a guest list and send out invites.
Clerk to list on the next agenda for review of refreshments / decorations.

226.11**Update on cleaning and restoration of the memorial stone at Windmill Drive (see appendix 8)**

Council again noted the information received from the Church regarding the memorial stone.

Following discussion, council resolved to proceed with the cleaning of the memorial stone at the estimated cost of £895, once complete the Stone Mason can assess if it is possible to restore the engraving.

Council will then review wording restoration or the requirement of adding a plaque.

Action: The clerk to instruct Alpha Memorials to complete cleaning of the memorial stone.

227.12**Consider planning matters:**

1. Application: 02849/25/RVC
Applicant: S Boulton
Proposal: Section 73 application to remove condition no.2 (occupancy restriction) imposed on planning permission ref E23/556/81 for change of use of 2no holiday units to provide 2no. residential dwellings
Location: The Hollies, 38 West End, Burgh le Marsh.

<https://publicaccess.e-lindsey.gov.uk/online-applications/applicationDetails.do?keyVal=SZYFFXGM04500&activeTab=summary>

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

228.13 Correspondence (see appendix 9)

1. Email from ELDC: regarding street naming.
Council noted the reason the street naming response to the Council's suggestion of Trinity Court. "Court" is not appropriate for the development.
Council therefore agreed support of Trinity Gardens.
2. Email from Hodgkinson's. 16/10/2025: Credit balance re: Gele Rise investigations, £232.80 to be refunded. Bank details for the refund have been confirmed.
Noted council. No further actions.
3. Email from Hodgkinson's 14/10/2025. Credit balance re: asset transfer of Market Place £68.40 to be refunded. Bank details for the refund have been confirmed.
Noted by Council. No further actions.

There being no further business the meeting closed at 8.20pm

Signed

Dated: 11th November 2025.