

**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING OF STALLINGBOROUGH
PARISH COUNCIL HELD ON WEDNESDAY 13th MAY 2026 AT 7.15 PM AT
STALLINGBOROUGH VILLAGE HALL, STATION ROAD, STALLINGBOROUGH**

Present: Cllr. Gilbert (Chairman)
Cllrs. Crofts, Genney, H. Scott, J Scott and Hewis

Apologies: Cllr. Hoyes and Sears and Reed

There were no others present.

26/14 Election of Chairman

Cllr. Gilbert unanimously elected as Chairman for the year.

RESOLVED: That Cllr. Gilbert be elected as Chairman for the year.

26/15 To receive and accept apologies for absence

Received from Cllrs. Sears (illness) and Hoyes (holiday) and Reed (holiday) and accepted.

RESOLVED: That apologies be received and accepted.

26/16 Declarations of Interest

None made.

26/17 Election of Vice-Chairman

Cllr. Hoyes unanimously elected as Vice-Chairman for the year.

RESOLVED: That Cllr. Hoyes be elected in her absence as Vice-chair for the year.

26/18 Election of Committees

To elect any Committees, Committee Chairman and Terms of Reference :

Personnel Committee

Cllr. Hoyes (Chairman) and members Cllrs. Genney and Sears. Cllr. Crofts as substitute and Terms of Reference as circulated adopted for Committee.

RESOLVED: That Personnel Committee and Committee Terms of Reference be adopted as shown

26/19 Appointment of Representatives on Outside bodies:

To appoint representatives onto outside bodies:

ERNLLCA District Committee – no longer in operation as separate meeting.

Town and Parish Liaison - Chair

BCCRP – Cllr. Reed

Shaping Up Stallingborough – Cllrs. Hoyes and H. Scott

NELC Highways Meetings – Cllr. Sears

Any other outside bodies – none.

RESOLVED: That representatives to bodies as shown be appointed.

26/20 To review all governance documents for Council as follows and agree any

Necessary amendments:

Standing Orders and Chairmanship

Financial Regulations

Asset Register

Scheme of Delegation

Electronic banking protocol

Audit procedures including internal audit

Website and email provision

Publication of information statement

GDPR policies and procedures

Risk management strategy

Bad Debt Recovery Policy

Registers of Interest

Training policy and commitment

Licensing requirements for Bar provision

Any other documents brought to attention at meeting – clerk updates as required.

All documents carried forward to following year.

RESOLVED: That all documentation is reviewed and accepted with changes throughout the Year brought to the full Council by the Clerk for consideration.

26/21 To approve minutes of previous meetings in April 2026

Minutes from April 2026 meeting

Minutes approved as a true record and signed by the Chairman.

RESOLVED: That minutes be approved as a true record of the meeting held.

26/22 Police Report for information only

To receive police report – no written report now received and data available via the police.uk website. Noted.

26/23 Highways/Footpaths/Traffic issues

- a) To receive and consider any highways/footpaths/traffic issues including report from quarterly highways meeting held on 27.04.26

Cllr. Sears to report on highways meeting at next meeting and any developments. Noted.

- b) To receive and consider information from Cllr. Reed on Little London Footpath

Cllr. Reed not present so c/f to next meeting.

26/24 Planning Matters

The following planning applications were considered:

Planning Application Reference: DM/0211/26/ADV

Proposal: Display two internally illuminated fascia signs and one non-illuminated fascia sign

Location: Catch Kiln Lane Stallingborough

No objections.

Planning Application Reference: DM/0203/26/REM

Proposal: Reserved matters application comprising the erection of one industrial unit pursuant to Hybrid Planning Permission Ref. DM/0105/18/FUL; comprising commercial/employment floor space (Use Class B2), together with associated buildings, landscaping, infrastructure, parking and other associated works

Location: Land Off Stallingborough Interchange Kiln Lane Stallingborough

No objections.

Planning Application Reference: DM/0120/26/FUL

Proposal: Erection of detached ancillary industrial building and associated works

Location: Lindum House Beels Road Stallingborough

No objections.

To receive any other planning information and or information from development teams – none received.

RESOLVED: That all comments as agreed be submitted to NELC.

26/25 Future Dates (for information only)

Next meeting date – Wednesday 10th June 2026

Any other future dates – none received.

26/27 Reports

Ward Cllrs. report from NELC

Cllr. Crofts reported. Elections report. Disappointed to lose former Cllr. Swinburn. New member elected. No cabinet or scrutiny committees appointed. Report on static caravan site. Attempting to clear pot holes.

Shaping Up Stallingborough Meetings

Cllr. H. Scott reported. Community Orchard fencing fixed. Looking at Summer Fayre with cricket match, stalls, games and bouncy castles. To be held on playing field. Clerk to submit TEN for licensing/outdoor entertainment and Cllr. Scott to liaise and provide dates etc. Will be cleaning pavilion prior to event.

BCCRP report

Cllr. Reed absent so no report received.

To receive any other reports

None received.

26/28 Village Hall Matters

- a) To consider any outstanding hall matters for action

Further upholstery works pending.

- b) Note completion of new fencing

Completed and resident happy. Noted.

26/29 Correspondence/Information Update/Parish Matters

- a) To note next Newsletter for June/July 2026

Clerk to put together and organise printing as usual. Noted.

- b) To receive and note playground inspection report for 2026 and agree any necessary actions

Annual playground inspection report circulated and noted and actions recommended already commenced.

RESOLVED: That annual safety inspection report for the playground has been completed.

- c) to receive update on tree works to playing field

Contractor had advised he would be carrying out works as per original quotation received in 2025. Noted.

26/30 Finance

- a) To approve payment list for May 2026

Approved to be made.

RESOLVED: That payments be approved to be made as per list circulated.

- b) To receive and consider request from Cllr. Reed for funding for framing of historical document for display in village hall

Approved in Cllr. Reed's absence up to £50.00.

RESOLVED: That project be funded up to £50.00.

c) To receive and approve full year accounts and account reconciliation for fy 25/26

Clerk had circulated full year accounts for fy 25/26, account reconciliation and bank statement and these were fully received and approved.

RESOLVED: That full year accounts for fy 25/26 be formally approved.

d) To note date for internal audit and procedures for submission of AGAR for fy 25/26

Wednesday 20th May 2026 at 3.00 pm at Healing Village Hall. Clerk invited any members to attend if they wished to do so. Noted.

e) To note changes to banking arrangements with TSB

TSB had written advising of 'routine' checks to formalise business accounts. Clerk to progress with TSB and report back if any issues. Noted.

Personnel Items

26/31 Exclusion of Press and Public

RESOLVED: exemption of press and public for remainder of meeting on the grounds that discussion of the following business is like to disclose exempt information contained within Paragraph 1, Part 1 of Schedule 12A of the Local Government Act 1972 (as amended)

26/32 Personnel Items

a) To approve salary payments as per schedule circulated.

Salaries approved to be made.

RESOLVED: That all salaries be approved to be paid as per schedule circulated.

Chairman closed the meeting at 7.45 pm.

Signed:

Date: