

**Minutes of a meeting of Wootton Parish Council was held on Tuesday 18<sup>th</sup> November 2025 at 7.00pm in the Village Hall.**

**PRESENT: Chairman:** Cllr B Kirkby

Cllrs G Morgan, G Horton, N Shoot, A Lowe, I Esanu

**IN ATTENDANCE:** Mrs H Hepworth (Clerk)

Ward Cllr Wells

No members of the public

**2511/1 Apologies for absence**

Apologies were received from Cllr Hannigan and Cllr Clark

**2511/2 Declarations of interest on any agenda items**

None

**2511/3 Adoption of the minutes**

**Proposed:** Cllr Shoot, **seconded:** Cllr Horton

**Resolved:** The minutes of the meeting in November were agreed as a true record – unanimous

**2511/4 Clerk updates**

SID – the grant has been offered and accepted by the Parish council  
Singleton Birch want more information regarding the pond works – the Clerk will contact three companies  
Email addresses and passwords were discussed – the Clerk will contact Kyanite to see if this can be shorter.

**2511/5 Planning Applications**

**Proposed:** Cllr Shoot, **seconded:** Cllr Esanu

**Resolved:** PA/2025/1333 – the Parish Council would like a final location plan and to ensure that the poles don't interfere with any existing or future developments and adhere to the Neighbourhood Plan - unanimous

**2511/6 Police Matters/NATS:**

- a) NATs meeting is on 19<sup>th</sup> November at South Killingholme  
The Clerk will ask at the meeting for Police for presence at the Parish Council meetings. Tractors are speeding through the village.
- b) Update on anti social behaviour at the pond – no new issues
- c) Any other issues – no issues to report

**2511/7 North Lincolnshire Council Matters:**

- a) Report from NLC Ferry Ward Member Councillors  
Gritting has started on bus routes.
- b) New matters to consider – there are no new matters to consider

**2511/8 Correspondence:**

Clerk wrote a letter to the Church relating to the health and Safety report issues  
Letters have been sent to the residents of 43 and 45 High Street regarding the consultation for the Speed Indication Device  
The responses to be submitted for the questions from NLC on the Local Plan were discussed.

- Review the list and map provided for your area – the map is accurate
- Confirm whether the information is accurate but not complete – Pocket Park needs to be added
- Identify any missing facilities or services – Pocket Park, pond, Church, cemetery,
- Highlight any facilities that are under threat, underused, or in need of investment.  
Pocket Park – hazardous / toxic waste, no fence so is open ground, landslide.  
No play park or sports field for the children so the children play in the streets, often at the main road or at the pond.  
The church is under threat due to the aging congregation  
The pond is under-threat due to the build up of silt  
The school has no field and a very small playground and no sports facility in the village.

- Share any local insights or priorities that should be considered in future planning.

The 'new build' will make the linear village nucleated.

**2511/9 Finance:**

- a) To agree payments to be made in accordance with the Schedule of Payments for November 2025

**Proposed: Cllr Kirkby, Seconded: Cllr Shoot – unanimous**

**Resolved** The payments were unanimously agreed including

Nettleton Mowing £624, £180, £168, £84

East Halton Parish Council £45.71 – Clerk Training

Worlaby Parish Council £10.50 – Clerk Training

Village Hall Hire £20 for meeting

Clerk's Salary, HMRC PAYE, pension and expenses

- b) It was noted that bank statements tally with the month end reporting

- c) The Finance Summary for October was noted

- d) The Parish Council will open a CCLA high interest account

- e) **Proposed: Cllr Kirkby, Seconded: Cllr Horton**

**Resolved** The budget and precept for 2026-2027 was deferred – unanimous

**2511/10 Environmental and village issues.**

- a) The pond – The pond is filling quickly with the heavy rainfall. The Environmental Agency have been contacted; they will help with the pond in the summer.

Fishing Club is reestablished with a constitution formed.

- b) Village newsletter – new items to be sent to Cllr Morgan.

- c) Neighbourhood plan – Cllr Shoot has shared the Neighbourhood Plan via email to councillors.

- d) Update on the fishing club – covered under 2511/10a.

- e) To receive information about Community Planting – Cllr Morgan has calculated costs at approximately £1500.

- f) Any new village matters to report

The Poppies with names of the soldiers who died in the wars on them and are up and have been very well received by parishioners.

**2511/11 Asset Register**

- i) To discuss the Asset Register and see if it meets the criteria for compliance by answering the following questions and agreeing any actions as necessary:
- a) Is the Asset Register up to date? Yes
  - b) Is there a minimum value threshold for capitalising assets? No
  - c) Does the Asset Register include all assets above threshold? No
  - d) Are all assets valued consistently eg purchase value and current value? No
  - e) Does each asset include all essential fields eg ID, date acquired, cost, exact location, purpose, interest, condition? No
  - f) Does the RFO formally have responsibility for maintaining the Asset Register? Yes
  - g) Do you physically verify all assets at least annually? Yes
  - h) Are safety inspections carried out? Yes
  - i) Is there a maintenance schedule of assets? Yes
  - j) Is the asset register reviewed against insurance schedules eg insurance values checked and reconciled? Yes
  - k) Are asset disposals properly authorised? Yes
- ii) From the agenda item i) above, the Parish Council will adopt the Scribe Free template

**2511/12 Agenda items for next meeting**

To consider items to be included on the next agenda  
Financial Regulations, Asset Register, Precept

**2511/13 Date of next meeting:**

The next Ordinary Parish Council meeting will be on Tuesday 16<sup>th</sup> December at 7pm

Meeting close: 20:40