

**Minutes of a meeting of Wootton Parish Council held on Tuesday 19<sup>th</sup> May 2026 at 7.00pm in the Village Hall.**

**PRESENT: Chairman:** Cllr B Kirkby, Cllrs G Horton, I Esanu, N Shoot

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

No members of the public

Ward Cllr Hannigan

- 2605/1 Election of Chair**  
**Proposed:** Cllr Shoot, **seconded:** Cllr Esanu  
**Resolved:** Cllr Kirkby was elected as Chair – unanimous
- 2605/2 Election of Vice Chair**  
**Proposed:** Cllr Kirkby, **seconded:** Cllr Esanu  
**Resolved:** Cllr Shoot was elected as Vice Chair – unanimous
- 2605/3 Apologies for absence**  
Apologies were received from Cllr Wells, Cllr Clark
- 2605/4 Declarations of interest on any agenda items**  
None
- 2605/5 Election of representatives**  
a) Personnel Committee – Cllr Shoot, Cllr Esanu, Cllr Horton  
b) NATs Representative – the Clerk  
c) ERNLLCA Representative – Cllr Kirkby  
d) 2 NLC representatives- Cllr Shoot  
e) Any other delegation – none
- 2605/6 Adoption of the minutes**  
**Proposed:** Cllr Kirkby, **seconded:** Cllr Shoot  
**Resolved:** The minutes of the Ordinary Meeting in March were agreed as a true record – unanimous  
**Proposed:** Cllr Kirkby, **seconded:** Cllr Shoot  
**Resolved:** The minutes of the Ordinary Meeting in April were agreed as a true record – unanimous
- 2605/7 Clerk updates**  
SID – the SID will be installed  
An email has been received about Pocket Park from Richard Hannigan “I've spoken to Paul Nicholson at NLC about Pocket Park and he has agreed to a site meeting with Parish Councillors. He now accepts that the park is owned by NLC and would like to discuss what the parish council feel is needed before they are willing to take it on.”  
Cllr Hannigan will pass on the Clerk's details to arrange a meeting with Cllr Shoot and Cllr Kirkby
- 2605/8 Planning Applications**  
It was noted there were no new planning applications
- 2605/9 Police Matters/NATS:**  
a) Issues were reported at the NATs meeting relating to anti-social behaviour – no new issues  
b) Update on anti-social behaviour at the pond – no new issues  
c) Any other issues – no issues to report
- 2605/10 North Lincolnshire Council Matters:**  
a) Report from NLC Ferry Ward Member Councillors  
Oil payments have been made of £300 to those who applied and provided appropriate documentation
- 2605/11 Correspondence**  
None

**2605/12**

**Finance:**

- a) To agree payments to be made in accordance with the Schedule of Payments for May 2026

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

**Resolved** The payments were unanimously agreed including

Village Hall Hire £20 for meeting, Clerk's Salary, HMRC PAYE, pension and expense, Nettleton £288, £648, £306, £96

The Clerk will ask Nettleton to quote for planting and will do the watering BKV – the village will enter

- b) It was noted that bank statements tally with the month-end reporting
- c) The Finance Summary for April was noted
- d) The Internal Audit has not been received as yet

**2605/13**

**Environmental and village issues.**

- a) The pond – there are no facilities for this to be a fishing pond so it will revert to a wildlife pond
  - b) Pocket Park – update received in Clerk's Update
  - c) Speed sign – Clerk to contact Neil Thomas
  - d) Flower Tubs – Clerk to speak to Nettleton
  - e) Newsletter – to be removed from the agenda
  - f) Neighbourhood Plan – an update was received from Cllr Shoot
  - g) BKV – the Clerk will apply
  - h) Any new village matters to report – The Co-Option for a Parish Councillor is on the Noticeboard
- Clerk to ask for a review of school traffic and drainage near pond

**2605/14**

**Policies**

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

**Resolved** The following policies were reviewed and approved

- a) Standing Orders.
- b) Financial Regulations.
- c) Member and Officer Protocol.
- d) Health and Safety Risk Assessment
- e) Financial Risk Assessment.
- f) Safeguarding Vulnerable Adults Policy.
- g) Equal Opportunities Policy
- h) Safeguarding Children Policy.
- i) Data Protection Policy
- j) Data Retention Policy v
- k) Disciplinary Grievance Policy
- l) Complaints Procedure
- m) Reserves Policy
- n) Publication Scheme
- o) Insurance Provision
- p) IT Policy

**2605/15**

**Agenda items for next meeting**

To consider items to be included on the next agenda

**2605/16**

**Date of next meeting:**

The next Ordinary Parish Council meeting will be on Tuesday 16<sup>th</sup> June

Meeting close: 20:08