

Cadney cum Howsham Parish Council

Minutes of the Annual Meeting of Cadney cum Howsham PC meeting on 20th May 2026
at 7.15pm

In attendance

Cllrs Heath, Leahy, James, Hackney and Hart

Also in attendance

Kerry Hutchings – Clerk

Cllr Nigel Sherwood – NLC Ward Councillor

Debbie Clerk – representing Cadney Church
2nd resident.

Public Question Time

Debbie Clark updated that the Cadney Church yard is normally cut every 6 weeks by a local contractor but it has been agreed that in the current weather conditions this will be done every 3 weeks.

A talk by Kevin Leahy on Viking Lincolnshire will take place in the Church on 22nd August at 2pm.

Debbie is undertaking walking from Cadney – Lincoln Cathedral – 27th July – 1st August. If anyone would like to support her for the last 5 miles everyone would be welcome.

Newsletter content required by 25th June.

Church Candle makers collecting candles.

Bingo – raising funds for the church will take place on 11th September at St Johns Church Brigg.

Screens in church are going to be part of the 5 year inspection. Cadney Church will need to raise 40% of the Architects fees.

The 2nd resident explained that she had spent 5 hours working in Cadney Church Yard. More work needed. Maybe a group of volunteers. The resident was thanked for her time.

2026/020 Welcome by the Chair

a) Cllr Heath welcomed everyone

2026/021 Apologies for absence

Apologies were received and accepted from Cllrs Mearns, Tennant and Ellis.

Also received from NLC Ward Cllrs Carl Sherwood and Rob Waltham

2026/022 Declarations of Interest

a) To record any Declarations of Interest by any member of the council in respect of the Agenda items listed below. Members declaring interests should identify the Agenda

Item and the type of interest being declared.

None received

b) To note any dispensations given to any member of the council in respect of the Agenda Items listed below.

None requested

2026/023 Minutes

a) **Minutes of the Annual Parish Council Meeting held on 20th May 2026** were received and approved as a true record.

Proposed – Cllr James

Seconder – Cllr Hart

Agreed – All Councillors present.

b) Clerk/Chair update on matters not appearing on the agenda

Clerk updated that she had received communication from Woodgreen Pets Charity, that they had found a birth certificate of a resident of Cadney, dated 1831, in a book that had been donated to their book shop. The clerk gave the birth certificate to Debbie Clerk to look through Church records to try to find family member.

2026/024 To receive Delegate Reports

a) **Village Hall & Park representative** – Cllr Heath reminded everyone of the AGM in July.

b) **Cadney Neighbourhood Watch** – No update

c) **Neighbourhood Action Team** - Cllr Leahy updated that there had been cable thefts in Elsham. Farm Watch was launched in Winterton. Op Forager (drug sniffer dogs) funding continued so dog will be operational over the summer. NAT priority around Recreation Ground at Brigg.

2026/025 Ward Councillors Report

Cllr Nigel Sherwood update.

Attended the Forest Walk with his colleagues Rob and Carl. Thought it was very informative with positive plans for the future including fencing. Well attended walk.

Post office closure in Brigg is giving cause for concern. He and his ward colleagues, with support from MP Martin Vickers, pushing for the post office service to remain in Brigg. There has been some interest from local businesses already. There is a link for a consultation on the Post Office site, that is being shared by many Facebook groups. Encourage everyone to complete to give their views and comments.

Cllr Sherwood left the meeting

2026/026 Correspondence sent via email prior to the meeting received for informationa) ILOS – Solar Far consultation in Hibaldstow – 8th October 2026

b) ERNLLCA Scam Awareness.

2026/027 Finance

a) The clerk explained the method of best practice for approval of and making of payments. Internal controls and recording of payments and internal control.

These were accepted by Council

Proposed – Cllr Hackney**Seconded – Cllr James****Agreed – All Councillors present.**

b) To approve the previously unrecorded payments for May 2026 and payments for June 2026 and Clerk Salary for June 2026

19/05/2026	HMRC	Bacs	£ 17.05	£ -	£ 17.05	JT Paid Tax (Error)
19/05/2026	HMRC	Bacs	£ 17.20	£ -	£ 17.20	JT Paid Tax (Error)
19/05/2026	Howsham Village Hall and Park	Bacs	£ 842.00	£ -	£ 842.00	s133 Payment
19/05/2026	Lloyds Bank	DD	£ 4.25	£ -	£ 4.25	Bank Charges
26/05/2026	ERNLLCA	Bacs	£ 361.65	£ -	£ 361.65	NALC & ERNLLCA membership
28/05/2026	HMRC	Bacs	£ 17.26	£ -	£ 17.26	JT Paid (Error)
15/06/2026	Howsham Community Gardener	Bacs	£ 250.00	£ -	£ 250.00	Grant s137
19/06/2026	Lloyds Bank	DD	£ 4.25	£ -	£ 4.25	Bank Charges
25/06/2026	BK Brooks	Bacs	£ 400.00	£ -	£ 400.00	Internal Audit
25/06/2026	Vision ICT	Bacs	£ 229.53	£ 45.91	£ 275.44	Website and Email Hosting
28/06/2026	HMRC	Bacs	£ 42.80	£ -	£ 42.80	June Tax

Proposed – Cllr Heath**Seconded – Cllr Hackney****Agreed – All Councillors present.**c) Councillors received receipts and bank reconciliation to 24th June 2026. These were checked and signed by the Chair.d) Councillors received the budget monitoring report to 30th June 2026. No comments were received.e) **Purchase of Laptop and software**

Following explanations from the Clerk and extensive discussion between Councillors it was agreed to purchase the HP laptop with McAfee, MS365 ad icloud back up – approximate price £250

Proposed – Cllr Hackney**Seconded – Cllr James****Agreed – All Councillors present.****2026/028 Audit**

a) **The Internal Audit and its findings were received.** Council discussed its findings at length. The clerk explained that many of the requirements had been addressed already at the May 20th meeting. With further Internal Controls being addressed the Internal Audit was accepted and approved.

Proposed – Cllr James

Seconder – Cllr Hackney

Agreed – All Councillors present.

- b) **The Internal Audit Report be received**

Proposed – Cllr Heath

Seconder – Cllr James

Agreed – All Councillors present.

- c) **Council agreed that it met the criteria to be eligible to submit a Certificate of Exemption 2024/2025 i.e.**

(i) Its gross income and gross expenditure are both below £25k; and

(ii) no public interest report/statutory recommendation/advisory notice/judicial review/application to court re unlawful item of account has been issued by its external auditor in the prior year; and

(iii) the reporting year is not one of the authority's first three years of existence.

This was duly signed by the Chair and Responsible Financial Officer

Proposed – Cllr Hackney

Seconder – Cllr Leahy

Agreed – All Councillors present.

- d) **The Statement of Assurance – Section 1 of AGAR was completed and approved.**

This was duly signed by The Chair and the Clerk.

Proposed – Cllr Leahy

Seconder – Cllr Heath

Agreed – All Councillors present.

- e) **The Accounting Statement – Section 2 of AGAR was received and approved. Completed and signed by the RFO on 18th May 2026, this was duly signed by the Chair.**

Proposed – Cllr Leahy

Seconder – Cllr Heath

Agreed – All Councillors present.

2026/029 Environmental

- a) **Bus Shelter** – Clerk to contact Ward Councillors and NLC highways to find out how far this has progressed and bring to next meeting.

- b) **Benches** – It was agreed that the clerk to research, obtain quotes for two wheel chair accessible picnic benches. Cllrs to obtain w3w locations for benches for approval to NLC highways. Clerk to look research grant funding options for the benches.

- c) **Trees and Planting** – Defer to future agenda. Cllr Hart to seek with contact at Forestry England.

2026/030 - Planning

PA/2026/653 Application to determine if prior approval is required for a proposed portal

framed agricultural building for parking harvesting, cultivation, spraying, other agricultural vehicles and machinery with safe operating zones, Poolthorne Farm, Access road to Poolthorne Farm, Cadney, Brigg, DN20 9HU

Comment - No objections

Proposed – Cllr Heath

Seconder – Cllr James

Agreed – All Councillors present

2026/031 – Council received information on planning decisions from the local planning authority.

a) PA/2026/384 - Application to reduce eastern quadrant by 3m, reduce southern quadrant by 3m, reduce western lowest limb by 3m, no surface wounds will exceed 100mm and pruning for uniform shape identified as T1 Juglans regia (Walnut) and to crown lift to 5.2m not exceeding 100mm surface wounds, reduce western quadrant by 3m, reduce northern quadrant by 2.5m, reduce eastern quadrant by 4m, remove all deadwood as exemption works identified as T2 Fagus Sylvatica (Beech) in and subject to Tree Preservation (Vicarage Lane, Cadney) Order 1992- **Approved with conditions.**

b) PA/2025/819 - Outline planning permission to erect a self-build three-bedroom dwelling, with all matters reserved for subsequent consideration – Brasted Farm, Cadney Road, Howsham, LN7 6LA - **Granted subject to conditions**

2026/032 - Policies that were received, reviewed

a) Complaints Policy

Proposed – Cllr James

Seconder – Cllr Hackney

Agreed – All Councillors present.

b) IT Policy

Proposed – Cllr James

Seconder – Cllr Hackney

Agreed – All Councillors present.

c) FOI Right of Access Policy

Proposed – Cllr Heath

Seconder – Cllr Leahy

Agreed – All Councillors present.

d) Personnel Committee TOR

Proposed – Cllr Heath

Seconder – Cllr James

Agreed – All Councillors present.

2026/033 Councillor comments and future Agenda item

Highways – regular agenda item.

Howsham – Brigg – request to move the 30mph zone. Location to clerk to research with NLC/Ward Councillors

2026/034 To Confirm the next meeting of Cadney cum Howsham Parish Council as Wednesday 22nd July 2026 at 7pm at Cadney Village Hall.

There being no further business the meeting ended at 8.53pm