

# FOSTON PARISH COUNCIL

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Minutes of the Meeting of Foston Parish Council held on 2<sup>nd</sup> September 2025 at 19:30 at Foston Village Hall.

**Present:** Cllrs Richard Litchfield, Christina Lees, John Munro, Tracey Gardner, Pamela Fellows, Keith Spikings.  
County Councillor K Bamford, District Councillor P Wood, Clerk to Council – C Smith, J Stanley.

**Public Forum** – No matters discussed.

## Council Session

**25115. Apologies and reasons for absence (To receive and resolve reasons for absence in accordance with the requirement of the Local Government Act 1972) – Nil**

**25116. To receive Disclosable Pecuniary Interests in accordance with the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 – Nil**

**25117. To receive and approve the minutes of the Parish Council meeting held on 27th August 2025 – It was Resolved: that the minutes of the Parish Council meeting held on the 27th August 2025 be approved and signed by the Chairman as a correct record.** Unanimous.

**25118. To receive and consider reports from County and District Councillors’** - County Councillor Bamford gave an update on optimum methods of reporting issues to LCC, flooding on Goosegate Lane, highways repairs and Local Government reorganisation. Cllr Litchfield agreed to pass on details of all highway issues to County Councillor Bamford to review. The agenda item to be updated for future meetings to include actions for the County Councillor.

District Councillor Wood reported on refuse collection days, Planning Enforcement at SKDC and additional details on and Local Government reorganisation.

**25119. To consider Parish Councillor vacancy and resolve on any action to be taken** - Parish Council are now able to co-opt to fill the vacancy, no applications received to date.

**25120. To consider and review Foston Parish Council Risk Register v1.1 – It was Resolved: that review of Foston Parish Council Risk Register v1.1 following recent updates was complete, regular monitoring of register and risks to be maintained.** Unanimous

**25121. To receive an update regarding relating to permissive access rights to Foston Playing Field.** – Item pended to the November 2025 to review outstanding responses and resolve actions.

**25122. To consider Parish Council newsletter and resolve on any action to be taken.** - It was Resolved: that the following items be included in future newsletters, councillor vacancy, visiting fish and chip van and promotion of Fix My Street and self-service fault reporting. Unanimous

**25123. To consider WhatsApp Community Group and resolve on any action to be taken.** – Cllr Litchfield gave a verbal report on the newly launched WhatsApp Community Group.

**25124. To consider Foston Parish Council website and resolve on any action to be taken** - It was Resolved: that a LCC provided and hosted website be requested to replace the current website. Unanimous

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**25125. To consider Councillor email addresses and resolve on any action to be taken - It was**

Resolved: that a gov.uk domain name and associated email addresses be procured, potential suppliers to be investigated and confirmed at the next meeting.

Five votes for the proposal, one vote against.

**25126. To consider Parish Council use of Mailchimp for communications and resolve on any action to be taken - It was**

Resolved: that a 12-month standard Mailchimp plan be procured

Five votes for the proposal, one vote against.

**25127. To consider Non electronic distribution of information / communications and resolve on any action to be taken. - It was**

Resolved: that Cllr Litchfield and Lees work on a on a communication strategy for every household in the village

Unanimous

**25128. To consider Parish Council printer and ink supply contract and resolve on any action to be taken.** To be reviewed at the next meeting when more information regarding potential demand for printing is known.

**25129. To receive a verbal report on hedge cutting and resolve on any action to be taken –** No further action, matter closed.

**25130. To consider hedge cutting at Foston Playing Field and resolve on any action to be taken. - It was**

Resolved: that John Woodward be engaged to conduct the annual hedge trimming at the playing field, Cllr Munro to confirm the arrangements with the contractor.

Unanimous

**25131. To consider incidents of anti-social behaviour and resolve on any action to be taken. –** Response from Lincolnshire Police was noted. It was

Resolved: that Cllr Fellows would review the extent of the glass riverbed at the ford to understand follow up actions required, and County Councillor Bamford would obtain advice on appropriate signage.

Unanimous

**25132. To consider correspondence from the Environment Agency relating to the report made regarding Marshall Way. –** No further updated has been received, it was

Resolved: that Gareth Davies MP be copied into all future correspondence with the Environment Agency. Unanimous

**25133. To consider speed indicator devices and resolve on any action to be taken. –** The Clerk reported that the posts erected and speed devices located in July, using contractor, Darren Hankins, who was instructed by the Clerk under delegated powers, low value procurement.

**25134. To consider correspondence relating to dogs on Foston Playing Field and resolve on any action to be taken.** It was

Resolved: that the correspondence is noted, an agenda item will be discussed at the next meeting regarding dogs in the village.

Unanimous

**25135. To consider correspondence relating to waste bins at Foston Playing Field and resolve on any action to be taken.** It was

Resolved: that the correspondence is noted, Cllr Spikings to consult with the Scout Group.

Unanimous

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**25136. To consider issues with National Grid and resolve on any action to be taken.** It was

Resolved: that National Grid be contacted to gain an update on the project completion and the position on replacing the damaged village sign and flower bed. Unanimous

**25137. To consider correspondence received relating to community resilience and resolve on any action to be taken.** - It was

Resolved: that reference to the emergency plan added to the website and included in the newsletter. Unanimous

**25138. To consider a request for Royal Mail Parcel Drop Box in Foston and resolve on any action to be taken.**

It was

Resolved: that correspondence be sent to Royal Mail requesting a parcel drop box for Foston. Unanimous

**25139. To consider a lease for 1st Foston Scout Group relating to land at Foston Playing Field on which Gorrie Hall is situated and resolve on any action to be taken.** – The Clerk gave a verbal report confirming that Chattertons have been instructed as per the resolution at the previous meeting.

**25140. To receive and consider reports on condition of Parish Council assets and resolve on any action to be taken.** Verbal reports were received and noted, it was

Resolved: that replacement pads for the Defibrillator at the Village Hall be ordered. Unanimous

It was reported that damage to the village entrance sign has been partly repaired and made safe, the issue of the damage to be raised with National Grid as resolved earlier in the meeting.

**25141. To review and consider annual play area inspection reports and resolve on any action to be taken** - it was

Resolved: that as there were no high-risk items requiring urgent attention, further review of the reports would be completed between meeting and the required maintenance be discussed at the next meeting. Unanimous

## 25142. To receive and consider a report from Cllr Gardner on Planning Matters

- To erect two new poles in line with the existing overhead line. - Land At Allington Lane Foston Lincolnshire -Ref. No: S25/1203 | Received date: Thu 26 Jun 2025 | Status: No objections made | Case Type: Planning Application
- External alterations to building comprising addition of doors, windows and rooflights and new external cladding (proposals in connection with class MA prior approval to convert building to dwelling). - By Pass Farm Great North Road Foston Lincolnshire NG32 2JT -Ref. No: S25/1018 | Received date: Mon 02 Jun 2025 | Status: Pending Consideration | Case Type: Planning
- Erection of 2 general purpose agricultural buildings. - Firs Farm Great North Road Foston Grantham NG32 2JP- Ref. No: S25/1043 | Received date: Thu 05 Jun 2025 | Status: Refused | Case Type: Planning Application
- Submission of details reserved by conditions 3 (demolition), 4 (soft landscaping) and 5 (archaeological investigation) of planning permission S24/1564 (Erection of one replacement dwelling after demolition of existing dwelling, two new dwellings and new access road). - Y Not Main Street Foston Lincolnshire NG32 2JU- Ref. No: S25/0960 | Received date: Mon 26 May 2025 | Status: Condition(s) discharged - all | Case Type: Planning Application
- Submission of details reserved by condition 4 (Landscaping) and condition 6 (Waste Management Plan) of planning permission S23/1677. - High Field Farm Poultry Unit Fallows Lane Foston Grantham NG32 2LJ - Ref. No: S25/1047 | Received date: Fri 06 Jun 2025 | Status: Pending Consideration | Case Type: Planning Application
- Submission of details reserved by condition 12 (Waste Management Plan) of planning permission S12/3241 - Land Off Fallow Lane Foston - Ref. No: S25/1046 | Received date: Fri 06 Jun 2025 | Status: Pending Consideration | Case Type: Planning Application
- Change of use of agricultural building (Historically utilised as a light industrial workshop) to one dwelling house - By Pass Farm Great North Road Foston Lincolnshire NG32 2JT - Ref. No: S25/1017 | Received date: Mon 02 Jun 2025 | Status: Refused | Case Type: Planning Application
- Removal of dead, diseased and dangerous material and 25% crown reduction of Oak Tree (T1) of TPO 271. - The Old School House Church Street Foston Lincolnshire NG32 2LG- Ref. No: S25/0074 | Received date: Wed 15 Jan 2025 | Status: Withdrawn | Case Type: Planning Application
- Installation of external balcony external staircase and privacy trellis. - Westfield House Long Street Foston Lincolnshire NG32 2LD - Ref. No: S25/0980 | Received date: Wed 28 May 2025 | Status: Refused | Case Type: Planning Application
- Submission of details reserved by the biodiversity gain condition and condition 6 (sustainable building) of planning permission S24/1564 (Erection of one replacement dwelling after demolition of existing dwelling, two new dwellings and new access road). - Y Not Main Street Foston Lincolnshire NG32 2JU - Ref. No: S25/1372 | Received date: Mon 21 Jul 2025 | Status: Pending Consideration | Case Type: Planning Application

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## 25143. To consider Financial Matters

- a) To receive the Clerks report on payments between ordinary meetings - Council noted the details of the following payments made between meetings.

Ref	Payment Date	Payee / Remitter	Invoice / Ref No	Budget Category	Payment Type	Total
30	10/07/2025	SKDC	Orchard	Other Income	Credit	£ 102.86
31	18/08/2025	The Community Heartbeat Trust (Solutions)	27109	Projects	Bill Payment	£ 89.94
32	18/08/2025	Foston Village Hall	128	Admin	Bill Payment	£ 30.00
33	18/08/2025	Foston Village Hall	133	Admin	Bill Payment	£ 24.00
34	29/08/2025	Parks and Pitches	2003	Grass Cutting	Bill Payment	£ 240.00
35	29/08/2025	DMH Building and Roofing Services	150	Projects	Bill Payment	£ 200.00
36	29/08/2025	Cllr C Lees	Reimbursement	Projects	Bill Payment	£ 214.61
37	26/07/2025	HSBC	Charges to 05JUL2025	Admin	cCharges	£ 8.00
38	28/07/2025	Talk Talk Business	27429657	Village Hall	Direct Debit	£ 251.98
39	26/08/2025	Talk Talk Business	27519893	Village Hall	Direct Debit	£ 51.98
						£ 1,161.39

- b) To review and consider accounts for payment. It was

Resolved: That Council approve payment of the following items

Unanimous.

Ref	Payment Date	Payee / Remitter	Invoice / Ref No	Budget Category	Payment Type	Total
40	05/09/2025	HMRC	Month 5	Staff Costs	Bill Payment	£ 126.80
41	05/09/2025	Redacted	Month 5	Staff Costs	Bill Payment	£ 506.91
42	05/09/2025	Playsafety Limited	91773	Maintenance	Bill Payment	£ 192.00
43	05/09/2025	Redacted	P4,P5 Allowances	Admin	Bill Payment	£ 49.84
44	05/09/2025	Cllr J Munro	Reimbursement	Maintenance	Bill Payment	£ 10.95
						£ 886.50

- c) To review income and expenditure to 31st August 2025 -- Income and expenditure to 31<sup>st</sup> August 2025 was reviewed and noted, no further action

- d) To review bank account reconciliations to 5th July 2025 - It was

Resolved: that the bank account reconciliation for 5th July 2025 be accepted and approved.

Unanimous

- e) To review bank account reconciliations to 5th August 2025 - It was

Resolved: that the bank account reconciliation for 5th August 2025 be accepted and approved.

Unanimous

## 25144. To consider items for inclusion on the agenda for the Parish Council Meeting on Tuesday 4<sup>th</sup> November 2025-- Dogs in the village was requested to be included on the agenda for the meeting on the 4<sup>th</sup> November 2025

## 25145. Items of a confidential nature to be debated in the absence of the press and public. {As per the Public Bodies (Admission to Meetings Act) 1960 - It was

Resolved: that the press and public be excluded from discussion on item 25146 due to confidential matters being discussed.

Unanimous

## 25146. To consider staffing matters and resolve on any action to be taken - It was

Resolved: that contract relating to the post of Clerk to Council be issued to Christine Smith

Unanimous

There being no further business the meeting closed at 20:46

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Signed

Cllr R Litchfield Chairman

DRAFT