SCULTHORPE PARISH COUNCIL

Minutes of the Meeting of Sculthorpe Parish Council held on Wednesday 4th November 2026 at Sculthorpe Village Hall at 7.15pm.

Present: Cllr Read (Chairman), Cllr Ramm, Cllr White, Cllr Dawson, Cllr Francis, Cllr London

Also present, Michelle Wroth (Parish Clerk) and 2 member of the public

1. **Declarations of Interest**
   a) Cllr White declared an interest in 14a

2. **Apologies for Absence**
   a) None – All Councillors in attendance

3. **Chairman's welcome and announcements**

4. **Public Participation**
   a) Matters raised by the public included:
      - The padlocked gate and Private sign added to the access to the Bowls green and a resident's garage

5. **Minutes**
   a) To consider approving minutes of meeting held on 9th September 2026
   The minutes of the meeting held 8th July, having been previously circulated, were accepted as a true record and duly signed

   b) Matters arising from the above minutes, or previous meetings (information only)
      - Village Sign scheduled for repair
      - 10ft Christmas Tree ordered – delivery late November
      - The 'No Parking' sign has been installed on the green

6. **Reports**
   a) County Councillor – Reports received have been shared with Cllrs and on the website
   b) District Councillor – No report received
   c) SAM2 – New location has been agreed with Highways (Moor Lane/The Street) with the possibility of also having a location by Blackett's Pit
   ACTION: Clerk to complete relevant admin for agreed location and chase Highways for the additional location

7. **Planning Delegated decisions**
   a) To note any decisions made through the Response to Planning Applications Scheme of Delegation – None

8. **Planning**
   a) Consider Planning Application(s): None at the time of publishing the agenda - None

   b) Other Planning matters, including recent decisions and consideration of applications arriving after publication of the agenda - None

9. **Finance**
   a) To note Financial Report – Budget vs Actual
   b) Consider payments to be made – all agreed; decision carried

Name	Description	Gross £
Standing Orders:		
K & M Lighting	13th September to 12th October 2026 – Maintenance	25.51
K & M Lighting	13th October to 12th November – Maintenance	25.51
Npower	Streetlights – August 2026	40.62
Npower	Streetlights – September 2026	47.84
Unity Trust	Charges – August (DD 30.09.26)	7.00
Unity Trust	Charges – September (DD 31.10.26)	7.00

BACS:		
M Wroth	Salary September 2026	353.43
HMRC	PAYE – P6	82.00
Forestworx	Removing of large trees and vegetation away from wall at Bowls Club	720.00
EG Grounds Care	Grass Cutting – 04.09.26	190.96
EG Grounds Care	Grass Cutting – 22.09.26	190.96
NCC	Professional fees – August – Bowls Club Access	352.36
M Wroth	Salary October 2026	309.64
HMRC	PAYE – P7	71.00
M Wroth	Expenses – Printing (September/October 2026)	5.90
NCC	Professional fees – September – Bowls Club Access	26.08

c) Payments to consider received after the publication of the agenda

EG Grounds Care	Grass Cutting – 01.10.26	190.96
EG Grounds Care	Grass Cutting – 15.10.26	190.96

d) To note receipts into the bank:
- £34.94 Interest Received
- £39.12 from Village Hall Committee Insurance refund
- £100 Sculthorpe Primary School
- £8,506 2nd instalment of precept

e) To note the bank reconciliation at 28.10.2026 – General reserves of £9,513.16

10. Highways

a) Reports or updates on Highway related issues

i. TROD on The Street update – no update available at the time of the meeting

ii. Onsite meeting with Highways. Cllr Read and Cllr London met with Highways to discuss a number of matters including Village Gateway locations, SAM2 locations, issues with flooding and Japanese Knot Weed.
ACTION: Clerk to follow up updates from the Highways Engineer

iii. Road sign on A148 near Allotments has rotted
ACTION: Clerk to report to Highways

iv. Hedge opposite the Bus Stop causing obstruction of vision when trying to enter A148
ACTION: To report on the NCC portal

11. Other items for consideration

a) Christmas Tree/Lights – Discussion and Decision on Next Steps

The tree has been order, the Village Hall Committee are going to purchase the lights for the tree

b) Blackett's Pit – Maintenance of the Area

Quote received to clear the vegetation from around Blackett's Pit £900 inc VAT – Cllr Read proposed the quote, Cllr London seconded – Unanimous decision
ACTION: Clerk to contact contractor for a start date

c) Speed Measures Posters

Posters received from the school; this item will be continued in January to give children residing in the Parish but not attending the school time to submit posters.
ACTION: Clerk to email the school to update

d) Invitation to Bid for Parish Partnership Scheme 2027/28

Highways approved locations for the gateways, one at the end of The Street near bus stop and the other on the slip road off A148. Estimated cost £6k-£8k, once received this will be shared and the application confirmed and submitted

e) 2027 Meeting Dates

Dates for 2027 confirmed – see appendix 1

f) Levelling the playing field

Quote received for £450, Cllr Read proposed, Cllr Ramm seconded – Unanimous decision
ACTION: Cllr White to confirm to contract that the quote has been accepted and the work can be scheduled for completion

12. Correspondence - None

13. Next meeting

a) Receive future agenda items
- **2027/28 Budget**
- **Speed Measures Posters**
- **Meeting location for the May meetings (APM and APCM)**

b) To confirm the next meeting for 13 January 2027 at 7.15pm at the Village Hall

14. Exclusion of Press and Public

That in accordance with the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded from the meeting during the consideration of the following item owing to the confidential nature of the business to be transacted

a) Bowls Green

i. Access and next steps
Matters ongoing, instruct Solicitor to continue to pursue to gain access to the Bowls Club

Meeting closed at 9.10pm

Signed: ……..…..(Chairman) Date: ……..

Appendix 1

2027 Meeting Dates
13 January 2027
3 March 2027
5 May 2027
7 July 2027
1 September 2027
3 November 2027