

## **Minutes of Holland Fen & Brothertoft Parish Council Meeting.**

**Held on March 3<sup>rd</sup> 2026 at 19:00 in Holland Fen Village Hall.**

### **Present:**

Cllr Paul Anderson (Chairman), Cllr Nigel Early (Vice Chairman), Cllr Edward Cawdron, Cllr Peter Robinson, Cllr Alan Dring, Cllr Mark Leggott, Cllr Mike Johnson, Cllr David Ball, Cllr Susan Welberry (Boston Borough Councillor), Cllr Stuart Evans (Boston Borough Councillor) and Cllr Paul Lock (Lincolnshire County Councillor).

### **Absent:**

Cllr Angela Cannon.

**In Attendance:** Lana Maclennan-James (Clerk & RFO).

*Pre-Meeting - 15 minute allocation for the Police and Public to speak:*

### **1. Welcome by the Chairman – Agenda Item 1 (03/03/2026)**

Cllr Anderson welcomed everyone in attendance.

### **2. Apologies for absence and reasons given - Agenda Item 2 (03/03/2026)**

Cllr Angela Cannon gave her apologies.

### **3. Declarations of Interest in accordance with The Localism Act 2011 and to consider any requests for dispensations - Agenda Item 3 (03/03/2026)**

None.

### **4. Approval of the minutes for meeting held on January 27<sup>th</sup> 2026 - Agenda Item 4 (03/03/2026)**

The minutes were sent round to Councillors prior to the meeting, these were approved as a true record and signed. The spelling of Cllr Leggott's name is to be corrected.

### **5. Clerks Report & GDPR - Agenda Item 5 (03/03/2026)**

5.1. Gov.uk emails - The Clerk now has a new email address, this has been shared with the Council and updated online.

5.2. Policy Updates – The clerk has sent around all the policy updates needed to be agreed and adopted by the Council. *These policies were agreed by all Councillors and adopted.*

5.3. AGAR & Audit – With the financial year ending shortly, the Clerk would like approval to hire an internal auditor for the accounts. The Clerk has used Victoria Clark in the past who lives down the road in Swineshead, the cost previously was £120 but the Clerk is not completely sure if it will be the same for an exempt councils audit and will clarify this. *The council agreed to use Victoria Clark.*

5.4. Bank Accounts – The clerk is trying to gain access to the bank accounts at this time, the Council have 3 bank accounts, 2 of which appear obsolete. The Clerk would like to close the Santander Savings Account which recently had to be revived out of dormancy and eventually would like to put the other two Natwest

Accounts on online banking. *The council agreed to close the Santander account and sign up to online banking for Natwest.*

5.5. Laptop – The current laptop is very outdated and unable to open sites that the Clerk needs to access like the Councils Website Editor (JADU). The previous two Clerks over approximately 8 years did not use the laptop due to its age, everything was saved on a memory stick which was a data protection risk. The new clerk has since uploaded the information to a secure cloud server and requests a replacement laptop to be purchased or an unused one donated by a Councillor to keep data secure. There are basic laptops in the range of £180-200. *Cllr Leggott Proposed £400-500, chairman seconded and the council approved.*

5.6. Dog Waste Bin - The Clerk has chased the Borough Council for an update on the progress of our request, the previous Clerk also emailed multiple times after applying and had no response. – Cllr Welberry and Cllr Stuart informed the council that they have also chased this for various parishes and are receiving no response, they have been informed to put any dog waste in general waste bins.

Action points:

Clerk to hire Victoria Clark for End of Year Audit

Clerk to close Santander account and put Natwest online

Clerk to purchase laptop no more than £500

## **6. To receive reports and updates from outside bodies or local organisations - Agenda Item 6 (03/03/2026)**

6.1. County & Borough reports –

Cllr Lock shared that we have a new highways manager in the County Council now, he plans to take them on a drive around the Parish to look at roads in need of work. He also informed everyone that the pot hole teams have increased as well as the budget given to the highways team. There is also a £2m fund to maintain and fix the drains. Highways have also started sending monthly reports to Cllr Lock detailing faults logged on Fix My Street and faults attended by them. Cllr Lock visited BBMF which has recently been remodeled and recommends everyone to visit. The local government reorganisation is with the Government for a 7-week period to decide which way they plan to go about it. There is a new County Councillor grant scheme coming soon which he will share the details of when it arrives.

Cllr Evans spoke about a Joint Villages Emergency plan being started by Cllr James Cantwell (Boston Borough – Five Villages). The idea is to be able to share knowledge about defibrillator locations and much more, Cllr Cantwell would like to attend the May meeting to share more information and see if the Council would like to be a part of it. Cllr Leggott asked Cllr Lock about notifications he has received regarding flood wardens, Cllr Lock had not heard of this exactly but believes that the County Council are encouraging Councillors like Cllr Cantwell to create initiatives like this.

Cllr Evans then spoke about the new food waste bins being introduced and shared some information of what can be put in to it. The energy they are acquiring from the food waste is very high, one banana peel can produce enough energy to charge a phone twice.

Action point- Clerk to add Cllr James Cantwell – Joint Villages Emergency Plan to May meeting.

Cllr Welberry shared the Boston Borough stance on the Local Government Reorganisation. She continued and spoke about the Local Government review on Boston Town. A Town/Parish council will soon have to be set up for Boston Borough, Cllr Welberry has suggested that all parish clerks are contacted to have their say in the consultation for this process.

Action point – When the information about a Town/Parish Council for Boston Town comes out, the Clerk is to share this with the Council.

6.2. Police reports –

None.

#### **7. Correspondence received - Agenda Item 7 (03/03/2026)**

The Clerk received an email from a resident on Langrick Road (Vernon) requesting a reduction of speed on the Main Road, he had contacted the Road Safety partnership himself. The Clerk contacted Cllr Lock regarding these issues and the other issues we are facing with the T junction at Punchbowl Lane and the Bends on Main (Langrick) Road, his response was shared with the Councillors. Highways and the Road Safety Team are not prepared to reduce the limit or add deterrents and this time.

Cllr Cannon sent her notes from the recent Parish Liaison meeting; these were shared with the Council.

Cllr Leggott shared that he has gone over the budget as he was concerned about the amount held in reserves for upcoming election costs and he is happy that enough is held.

Cllr Nigel asked if the police have come back with any crime reports for the area. We have not had anything.

Action Point - The Clerk is to check if reports can be sent or if there is a website that can be checked.

#### **8. Highway Matters - Agenda Item 8 (03/03/2026)**

Cllr Ball reported two blocked drains on fix my street, however was told that they are not being maintained this year as they did it last year.

Cllr Ball has also reported a chevron being on the wrong side on the main road bend, he was told that the bend is no longer considered a dangerous bend. Cllr Lock said for any unhelpful responses to be forwarded to him to see if he can help.

Cllr Robinson shared that there is a large pot hole passed his residence (B1192 – Towards Boston) and two outside Hubberts Bridge to be reported.

Cllr Dring reported that the cracks in the road have still not been repaired.

#### **9. Planning Applications - Agenda Item 9 (03/03/2026)**

None.

#### **10. Financial Matters - Agenda Item 10 (03/03/2026)**

The Clerk does not currently have account access and is not receiving statements so these accounts are approximate, and a bank reconciliation form and statement cannot be produced.

31<sup>st</sup> December Accounts (as per last statements clerk has) -

Natwest 1 - £100

Natwest 2 - £3968.10

Santander - £2256.24

With the payments shared at the last meeting in January for final wages of £205.26 and a payment to HMRC of £89.00, removed from the above amounts, the current total balance is approx. £6030.08.

Cheques to be signed tonight are:

Brothertoft Village Hall Hire - £40.00

LALC Subscription - £262.54

Donation to Church - £250.00

Clerks wage for Jan 26<sup>th</sup> 2026 – March 1<sup>st</sup> 2026 (3hrs per wk for 5 weeks at £15ph = £225 plus WFH allowance £26pm) Total - £251.00

The possible Laptop and Audit cheques to be signed in the future when amounts confirmed.

All payments were agreed and cheques were approved and signed.

#### **11. To receive items for the next agenda - Agenda Item 11 (03/03/2026)**

Cllr Anderson will not be at the next meeting which will be the Annual Parish Council meeting, Cllr Early will be stepping in. He then continued to inform the council of the difference between the APM and APCM.

Typically, this council hold the APM and the APCM on the same evening.

Action point – Clerk to invite the churches and any local groups to attend.

#### **12. Date, time and venue of the next meeting - Agenda Item 12 (03/03/2026)**

Tuesday 5<sup>th</sup> May at 19:30pm in Brothertoft Village Hall for the APM.

**(Meetings start at 7:30pm in May, July and September)** – double check the hall dates and times are correct.

Meeting Ended at 20:20.