Minutes of Holland Fen & Brothertoft Annual Parish Council Meeting.

Held on May 5th 2026 at Brothertoft Fen Village Hall.

Present:
Cllr Nigel Early, Cllr Edward Cawdron, Cllr Peter Robinson, Cllr Alan Dring, Cllr Angela, Cannon, 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 Paul Anderson

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

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

1. To elect a Chairman and complete then sign a Declaration of Acceptance (Agenda Item 1 – 05/05/2026)

Cllr Nigel Early was proposed by Cllr Leggott, Cllr Ball seconded. Cllr Early has been elected as the Chairman for Holland Fen with Brothertoft Parish Council. The declaration of acceptance was then signed.

2. To elect a Deputy Chairman and complete then sign a Declaration of Acceptance – (Agenda Item 2 – 05/05/2026)

Cllr Edward Cawdron was proposed by Cllr Leggott, Cllr Johnson seconded. Cllr Cawdron has been elected as the Deputy Chairman for Holland Fen with Brothertoft Parish Council. The declaration of acceptance was then signed.

3. Apologies for Absence and reasons given – Cllr Anderson - (Agenda Item 3 – 05/05/2026)

Cllr Anderson gave his apologies as he is away.

4. Declarations of Interest in accordance with the Localism Act 2011 - (Agenda Item 4 – 05/05/2026)

None.

5. Approval of minutes for meeting held 3rd March 2026 - (Agenda Item 5 – 05/05/2026)

Cllr Ball shared that on item 8, the two blocked drains are still blocked, Cllr Lock will investigate this. Road Surface around Hedgehog Bridge is getting worse, the Clerk will chase the report on this. The minutes were agreed as a true record and signed.

6. To receive, consider and approve the income and expenditure 2025/2026 and asset register for publication - (Agenda Item 6 – 05/05/2026)

The council were sent the income & expenditure as well as the asset register prior to the meeting. They have looked through and considered the documents and approved them for publication.

7. **To receive annual internal audit report & approve publication - (Agenda Item 7 – 05/05/2026)**

The council were sent the audit prior to the meeting, publication was approved.

8. **To receive, consider and approve the Annual Governance Statement 25/26 and for the Chair and Clerk to sign - (Agenda Item 8 – 05/05/2026)**

The council received the annual governance statement, this was then discussed and the Clerk and Chair signed.

9. **To receive, consider and approve the bank reconciliation, variance analysis and Annual Accounting Statement 25-26 and for the Chair and RFO to sign - (Agenda Item 9 – 05/05/2026)**

The documents were sent to councillors prior to the meeting, they were explained, considered, approved and then signed.

10. **To approve the Certificate of Exemption and publication of the documents on the Parish Council's website - (Agenda Item 10 – 05/05/2026)**

The certification of exemption and publication of the documents to the website were approved and the page signed.

11. **To approve the dates of the electors rights to be exercised (3 June – 14 July) - (Agenda Item 11 – 05/05/2026)**

The dates were approved and agreed.

1. **To discuss whether to add the Clerk as a signatory on the Natwest banking and/or approve use of online banking - (Agenda Item 12 – 05/05/2026)**

Cllr Anderson asked that this be put back on the agenda due to some Councillors possibly being uncomfortable with the Clerk having access to the bank account. The clerk is happy to not be a signatory on the accounts or to have online access but only states that this may cause delays and that she will be unable to give up to date bank account reconciliations which will leave the Council a month behind on how much funds are available.

Cllr Leggott proposed that the Clerk is a signatory and banking is put online, Cllr Ball seconded this. This was agreed to go ahead.

2. **Clerk's report & GDPR - (Agenda Item 13 – 05/05/2026)**

Cllr Cannon spoke prior to the Clerks report and shared her resignation with the Council, opening up the seat for Cllr Evans who has shared his interested in being on the council. She gave her thanks and appreciation to the Council. Cllr Early responded to say the council will be sorry to see Cllr Cannon go and thanked her for all her work over the years. The vacancy will be put online and co-option at next meeting.

2.1. **Zurich Insurance Renewal**

We have received a renewal quote from Zurich for £234.82, however this renewal does not have cover for the defibrillator. The quote including the defib has not yet been received. The clerk recommends going ahead with the renewal and discussing the additional cost for the defibrillator either via email or at the next meeting. The council agreed that when the new price is received, this can be approved via email.

2.2. **Dog Waste Bin update - £200.78**

I have received a quote from LCC to install a new dog waste bin at the agreed location; this includes the bin, full installation, travel cost, and VAT. Cllr Leggott proposed this purchase and Cllr Johnson seconded. Clerk to go ahead with the purchase.

2.3. **Passwords**

The Clerk gave the Chairman an up-to-date list of passwords.

2.4. **Speed Monitor and Crime Stats**

The Clerk shared the recent speed statistics with the Councillors. Since the last meeting one crime was reported in February classified as "other theft" on Punchbowl Lane, and another reported in March at Langrick Bridge classified as a violent offense.

3. **To receive reports and updates from outside bodies or local organisations - (Agenda Item 14 – 05/05/2026)**

3.1. **County and Borough Councillors' reports**

Cllr Welberry shared that the town council consultation has now closed. There were quite a few people who took part in this round of the consultation, the early signs are showing that people are voting for a town council. 22 councillors have been proposed but it will be down to the unitary council to make the decision.

Cllr Lock shared an update regarding the local government reorganisation. They are working on the first pilot councils still before they get to ours. There have been some encouraging consultations, and they are hoping for a decision in early July.
LCC also look after Lincolnshire trading standards and have seized 60,000 illegal cigarettes from one shop in Boston. He is pleased that the enforcement officers are tackling the crime in the area.
The highways team is working on a new portal for councillors to easily update people on the current progress of works, this is in testing at the minute.
LCC are taking the government to court after their proposal for the latest solar scheme in Scopwick.

3.2. **Police**

None.

4. **To note any general correspondence - (Agenda Item 15 – 05/05/2026)**

4.1. **Email from resident regarding Forty Foot Bank**

The email has been shared with all Councillors. Cllr Evans has responded to the resident stating that it is LCCs role.

4.2. **Letter regarding Church Yard Donation**

In the 24/25 the Council spent £725 on donations for the churches and yards, in 25/26 only £250 has Cllr Early suggested we donated the same as we did for Holland Fen which is £250.00, this was agreed.

5. **Highway matters – any problems to report - (Agenda Item 16 – 05/05/2026)**

Cllr Early mentioned that there is a great number of cracks and subsidence from Hedgehog bridge (Gill End) to Holland Fen. Clerk to investigate this.

Langrick Bridge will be briefly closed in 2027 to do maintenance on the Bridge. They plan to fix other issues in the surrounding area at the same time to make the most of the closure.

Streetlight on the corner after the village hall is still broken and not been replaced – Clerk to report this.

6. **To note all planning applications - (Agenda Item 17 – 05/05/2026)**
   6.1. **To receive results of applications, decisions, appeals and enforcements.**

   None.

7. **Payments to be approved & update on current financials - (Agenda Item 18 – 05/05/2026)**
   16.1 Clerks Wages – March 2nd to May 4th (9 weeks) - £457.00 – From next month the clerks wage will be paid monthly at a total of £221 p/m.
   16.2 Holland Fen Hall invoice for 2025 and 2026 - £120.00
   16.3 Microsoft - £89.99
   16.4 ICO renewal – £52.00 – Direct Debit at £47.00.

   All payments agreed and cheques signed.

Account	Date	Description	Inv/CHQ/Remit No	Amount	VAT
Natwest 1	05/03/2026	Lana Wage	Chq 655	-251.00	
Natwest 1	12/03/2026	Hall Hire	Chq 651	-40.00	
Natwest 1	17/03/2026	Laptop Refund	Chq 656	-259.00	
Natwest 1	24/03/2026	Church Donation	Chq 654	-250.00	
Natwest 1	25/03/2026	LALC Sub	Chq 653	-262.54	
Natwest 2	31/03/2026	Interest	n/a	+2.51	
Santander	05/03/2026	Interest	n/a	+11.41	

Balance as per bank statement 31/03/2026	£
Natwest account 1 – 04666836	100
Natwest account 2 – 30106087	2619.59
Santander Reserve account	2267.65

£4987.24 Total

Cheque to be made out for insurance when new quote received and agreed via email.

8. **To receive items for the next agenda – (Agenda Item 19 – 05/05/2026)**

Cllr James Cantwell to added to the agenda for the next meeting.

9. **To confirm the date, time and location for the next meeting - (Agenda Item 20 – 05/05/2026)**

Next Meeting will be on Tuesday 7th July 2026 from 7.30pm at Holland Fen Village Hall

The meeting ended at 20:40.