

**Minutes of the Meeting of South Killingholme Parish Council held on Monday 3<sup>rd</sup> November 2025, commencing at 6.30pm at the Community Centre, Moat Lane, Sth. Killingholme.**

Present: Chair: Cllr Haigh, Cllr J. Hesketh, Cllr K. Hesketh, Cllr Price, Cllr Filbee, Cllr Cook, Cllr Bowen

Clerk: Hannah Hepworth

0 members of the public

**2511/1 Apologies**

- i) Apologies were received and accepted from Cllr White, Cllr Hannigan, Cllr Clark and Cllr Wells

**2511/2 Declaration of interest**

- a.) Declarations of Interests, in respect to agenda items to be made and recorded in the minutes even if an interest has been declared on the register. COUNCILLORS MUST DECLARE ANY AMENDMENT TO PECUNIARY INTERESTS WITHIN 28 DAYS  
None
- b.) For the Council to note any dispensations presented to the clerk prior to the meeting and their resolution  
None

**2511/3 Parish Council Standing Orders to be suspended to allow members of the public and press to make comments and representations for a period of 15 minutes.**

No members of public present

**2511/4 Adoption of the minutes**

**Proposed: Cllr K Hesketh; Seconded: Cllr Price**

**Resolved:** The minutes from the Parish Council Meeting in October 2025 were agreed as a true record – unanimous

**2511/5 Ward Councillors update**

No Ward Councillors

**2511/6 Planning**

- i) It was noted there are no new planning applications
- ii) **Proposed: Cllr Haigh, Seconded: Cllr K Hesketh**  
**Resolved:** The Clerk will not have any delegated powers relating to planning applications – unanimous

**2511/7 Correspondence**

- a) Correspondence received prior to the meeting was received
- b) Correspondence received after the circulation of the agenda was discussed.  
The map is not correct and facilities should include Jet Garage with cashpoint, Killingholme Animal Feeds, Mayflower Woods, Jet Station, Truck stop, Yarbrough Arms, Train Station, Sports Field, Meadow
- c) The Humber Carbon Capture Pipeline Statutory Consultation Community Event on Friday 14<sup>th</sup> November 3pm-7pm at South Killingholme Community Centre was noted

**2511/8 Financial matters:**

- I. **Proposed: Cllr Haigh, seconded: Cllr J Hesketh**

**Resolved:** The Schedule of Payments for November were approved including: 2 spares of the bin key to be purchased, Ryeslay – pest control inv 368 £40, Nettleton – verges inv 3137 £1020, Worlaby Parish Council training (1/7<sup>th</sup>) £10.50, East Halton Parish Council CILCA (1/7<sup>th</sup>) £45.71, Salaries as pay slips, Clerk phone £5.25, WFH £26

- II. The Income and expenditure for October was noted
- III. The Vat claim for April to September 2025 has been submitted and £1923.35 received. From 1<sup>st</sup> October 2025 the Parish Council will be claiming VAT 126 every 6 months and set aside for ear-marked reserves
- IV. **Proposed: Cllr K Hesketh, Seconded: Cllr Price**  
**Resolved** A high interest CCLA account with 4% interest and one day notice for withdraw. £15k will be put in the high interest account – unanimous
- V. Community Funding for the Community Centre Roof – the Clerk is still to meet with Cllr Hannigan
- VI. Funding for the perimeter fence at the Community Centre is potentially available through a grant which the Clerk will get quotes and apply for
- VII. The Clerk was instructed to look at Police Commissioner fund for fencing and CCTV but not fencing between the field and sports field
- VIII. To discuss any actions relating to a Music Festival SKNPC – PRSPPL licence- deferred
- IX. To discuss and agree quotes received for street furniture – local quotes to be sourced for three benches plus installation
- X. The Clerk will instruct the electrician to complete the PAT testing. The Fire extinguishers will be served by the refinery December / January
- XI. **Proposed: Cllr Haigh, Seconded: Cllr J Hesketh**  
**Resolved:** The Parish Council does not wish to buy in to Worknest at £1900 per year for HR advice
- XII. To discuss and agree the budget for 2026-2027 – deferred to next meeting

### **2511/9 Community Centre**

- I. Community Payback update – Clerk to put in writing what we want to do – and to pass on insurance certificates. The request will be put in to cut grass near fences as far as possible on the right hand side when you walk in
- II. Clothes bank update- £10.50 has been received
- III. Continued vandalism update – the benches on Top Road have been vandalised (crime reference DP-4632-25-1616-01 )
- iv. Booking update – Clerk to get another diary; bingo is every Tuesday. Bingo and Dog Training are alternate Thursdays
- v. To discuss and agree the response from Quickline for all-over coverage – deferred to next meeting

### **2511/10 Parish matters**

- I. Maintenance in village including Footpaths, verges, roads potholes  
Issues have been reported
- II. Feedback from outside organisations: CAG, NATs, NLAG, SKNPC  
No feedback
- III. Police reports – nothing to report
- IV. Village sign – nothing to report
- V. Village noticeboard – this is ready to put up at the school

The Clerk will write a letter to school to urge staff to use the car park

**VI. Proposed: Cllr Haigh, seconded: Cllr Price**

**Resolved:** Christmas Trees – One Christmas Tree has been received and the second will be chased by the Clerk. If a second can not be sorted Cllr Haigh will order a 10—12 ft cut tree – unanimous

- VII. Woodland Trees Trust – the Parish Council will not order free tree packs available of 15, 30, 105 or 420 saplings in a Wild Harvest Pack 20-60cm tall due to the previous saplings being vandalised.

**2511/11 Parish Council updates**

- I. Feedback from outside organisations: CAG, NATs, NLAG, SKNPC- no feedback
- II. Police reports – there have been no reports received of antisocial behaviour and criminal behaviour

**2511/12 Asset Register**

- i) To discuss the Asset Register and see if it meets the criteria for compliance by answering the following questions and agreeing any actions as necessary:

- a) Is the Asset Register up to date? Yes
- b) Is there a minimum value threshold for capitalising assets? No
- c) Does the Asset Register include all assets above threshold? No – we don't have one
- d) Are all assets valued consistently eg purchase value and current value? No
- e) Does each asset include all essential fields eg ID, date acquired, cost, exact location, purpose, interest, condition? No
- f) Does the RFO formally have responsibility for maintaining the Asset Register?

**Proposed: Cllr Haigh, seconded: Cllr Bowen**

**Resolved:** The RFO formally has responsibility for maintaining the Asset Register – unanimous

- g) Do you physically verify all assets at least annually? yes
- h) Are safety inspections carried out? Some are
- i) Is there a maintenance schedule of assets? no
- j) Is the asset register reviewed against insurance schedules eg insurance values checked and reconciled? Yes
- k) Are asset disposals properly authorised? No

- ii) Proposed : Cllr J Hesketh, seconded: Cllr Haigh

Resolved: From the agenda item i) above, the Parish Council agrees to formally adopt the Scribe Free template – unanimous

**2511/13 Agenda items for the next meeting**

Trees removal at the Community Centre

**2511/14 Date and time of next meeting**

1 December 2025 6.30pm

Meeting closed: 8:34pm