



# DEEPING ST JAMES PARISH COUNCIL

The Institute, 38 Church Street, Deeping St James, PE6 8HD

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Facebook: Deeping St James Parish Council

Parish Clerk: Julie Fortnum

The minutes of the Deeping St James Parish Council meeting held in the meeting room at The Institute 38 Church Street Deeping St James PE6 8HD on Tuesday 20 January 2026 at 7.30pm.

Present: Parish Councillors Bowell, Fowler, Halls, Hosking, Leader, Rose, Shinkins-Hoppe, Smith and Stevens.

The minutes were taken by Julie Fortnum, the Parish Clerk

Open Forum

No members of the public were present

**26.113** To receive and accept apologies where valid reasons for absence have been given to the Parish Clerk prior to the meeting.

Apologies had been received and were accepted from Councillors Burdock, Gilbert, Neville, Nickerson and Townsin.

It was noted that Councillor Dilks was not present.

District Councillor Ley had also given her apologies.

**26.114** To receive declarations of interest under the Localism Act 2011 – being any interest in agenda items not previously recorded on Members' Register of Interests.

Agenda item 26.118.1a – Councillors Smith Shinkins-Hoppe and Stevens – ordinary registerable interest as members of the Deepings Neighbourhood Plan Group

Agenda item 26.118.1a – Councillors Shinkins-Hoppe and Stevens – ordinary registerable interest as Trustees of Deeping St James United Charities who have a lease with Deeping Sports and Social Club and an agreement with Citizens Advice South Lincolnshire

Agenda item 26.120.1 – Councillors Shinkins-Hoppe and Stevens – Deeping St James United Charities Trustees who have the lease with Deeping St James Parish Council

**26.115** To approve the minutes of the previous meeting held on Tuesday 16 December 2025.

Agreed and signed

**26.116** To receive the Clerks report and any updates from the minutes of the previous meeting.

-The servicing of CCTV at Jubilee Park and Woody Heights took place on 14 January 2026

-The Deeping Youth Group Chair and Youth Group Leader have confirmed (on 08 January 2026) that Councillor Hosking, as a DYG Trustee has the identical voting rights as all other DYG Trustees

-The CCTV Supervisor at SKDC confirmed (on 12 January 2026) that he will arrange for British Telecom who are responsible for the recent CCTV control room update to visit the two sites under the ownership of DSJPC to see if they are suitable to be incorporated into the control room.

-Direct debit mandates have been requested/obtained from the 8 organisations whose payments are made from Barclays Bank Plc so that they can be transferred to Unity Trust plc

-South Kesteven District Council approached DSJ Parish Council about becoming part of a water re-fill station trail. However, after advising that we own no buildings and are responsible for only two water supplies, neither of which are drinkable, I have been advised that as SKDC do not own any assets in Deeping St James “this will likely rule out a water refill station in your parish.”

-Confirmation has been received that the grant application for further funding from SKDC’s Coronation Community Orchard Scheme has been successful allowing a further 5 fruit trees to be planted alongside the current 11 at land off St Vincent’s Close.

-South Kesteven District Council have confirmed that the skate skills event is organised to take place at Woody Heights skate park on Monday 16 February 2026 and promotional information has been shared.

-Persimmon Homes/Charles Church East Midlands have advised that they intend to hold a public consultation on the 4 February 2025 to hear from the local community on plans for land in Market Deeping located North of Towngate Road and that a private audience will be arranged an hour before the consultation will be open to the public for invitees only. Further information to follow.

**26.117** To receive reports from the District Councillors and County Councillor.  
No District or County Councillors present and no reports had been shared for circulation.

**26.118** Financial matters:

1. To receive the minutes and any recommendations from the Finance Policy and Personnel Committee meeting held on Tuesday 6 January 2026

1a. The finance policy and personnel committee **RECOMMEND** that Council resolve to grant funding for 2026/27 of £2000 to Deepings Neighbourhood Plan Group, £5433 to Citizens Advice South Lincolnshire and £5000 to Deeping Sports Social Club grants for 2026/27.

All three grants were **RESOLVED** with the following conditions applying -

That a meeting is arranged with Citizens Advice South Lincolnshire to discuss contacting smaller neighbouring parish councils for a contribution to the service from 2027 and to consider improving the service provision offered in Deeping St James (at the Institute currently organised by DSJ United Charities)

That the same conditions stated by South Kesteven District Council upon them granting £2000,000 of funding to Deeping Sports and Social Club also apply to the grant from DSJ Parish Council

Councillors Smith, Shinkins-Hoppe and Stevens did not vote.

**ACTION:** The Clerk to inform all three grant applicants

1b. The finance policy and personnel committee **RECOMMEND** that Council resolve to accept the two grass cutting quotations that have been obtained from the Contractors used in 2025, Glendale and Garden Groomers, resolving to suspend Financial Regulations 5.8 and 5.9 which require 3 fixed price quotes and 3 estimates respectively.

It was **RESOLVED** to accept the quotations of £14,560.00 for Highway Verges (shared 50/50 with Market Deeping Town Council), £880.00 for Woody Heights and £2,496.00 for

Jubilee Park form Glendale Managed Services and £3,504.00 for the riverbank from Garden Groomers Ltd

2. Following the Internal Auditors report and checklist dated 7 December 2025 shared with Council in 16 December 2025 (minute 26.109.3) and considered by finance policy and personnel on 6 January 2026 (minute 26.61):

a. To receive notification of the signatories named on the bank mandates and agree to them in accordance with Financial Regulation 6.1 and The Practitioners Guide 1.15.5

The following was agreed that signatories for

Barclays Bank Plc are Parish Clerk and RFO, Julie Fortnum, Councillors Shinkins-Hoppe and Stevens;

Hinckley and Rugby Building Society are Councillors Bowell, Gilbert, Neville and Shinkins-Hoppe;

Unity Trust Plc are Councillors Bowell, Gilbert, Neville and Shinkins-Hoppe;

And that any additions would be approved by Council

b. To receive the asset register as at 31 March 2025, required to be formally reviewed and agreed at a council meeting (The Practitioner's Guide section 4 Table H, 5.57 and 5.70) which has not been previously actioned.

The asset register was agreed with a note that the document needed to be updated to reflect amendments made during the financial year 2025/26

3. To approve January 2026 expenditure.

Expenditure totalling £20635.31 was **RESOLVED**

4. To note January 2026 income.

Income totalling £1624.31 was noted

**26.119** To consider the budget and precept requirements for 2026/27 considered by finance policy and personnel committee held on 06 January 2026, who

**RECOMMEND** acceptance by Council.

It was **RESOLVED** to accept

- The expenditure budget of £338,663.50
- The income budget of £14,507.43
- A precept requirement of £292,659.95 which equates to a 18.40% (£17.26) per annum increase in the Band D council tax charge

**ACTION:** The Clerk to forward the completed parish precept form to Accountancy Services at South Kesteven District Council

**26.120** To receive and/or consider the following correspondence:

1. Deeping St James United Charities – Changes Landlord/Tenant arrangements  
Councillor Smith introduced this item advising that the current meeting hire charge was £15 per meeting invoiced annually in arrears and the proposal was to change this to £50 per month for any number of meetings. It was noted that there was usually only two/three scheduled meetings.

It was noted that the utility costs are currently recharged at a rate of 60% on an annual or longer basis. It was acknowledged that the Charities were streamlining their invoice processes and that agreeing to the monthly recharge for the usage should be accepted.

It was **RESOLVED** to make a counter proposal of £45 per month for the meeting hire charge and agree to the receipt of a monthly invoice for the recharge of the utility costs

Councillors Shinkins-Hoppe and Stevens did not vote.

**ACTION:** The Clerk to contact the DSJ United Charities Clerk and report back on the response.

2. King's Pageantmaster - Lamp Light of Peace In Remembrance 2026

It was **RESOLVED** that DSJ Parish Council would not purchase a Lamp of Peace or hold an event at 11am on 11 November 2026. It was noted that Market Deeping Town Council do hold arrange to fire the maroons at 11am on 11 November at Boundary Park High Street Market Deeping where the Garden of Remembrance is opened for a two-week period.

3. Lincolnshire County Council – Highways Parish Grass Cutting Agreement

It was **RESOLVED** to continue with the parish grass cutting agreement with LCC highways to receive income to the value of the cost of three cuts.

**ACTION:** The Clerk to complete the online application and management agreement.

4. Meridian Solar – Additional targeted consultation between 8 January to 5 February 2026 about the Meridian Solar Farm Development Consent Order

Councillor Smith introduced this item advising that DSJ Parish Council had responded to two earlier consultations objecting to the Meridian Solar Farm Development Consent Order. It was **RESOLVED** to continue to object.

**ACTION:** Councillor Smith to ask the Assistant Clerk to forward the previous objection again

**26.121** To receive reports and minutes from committees, advisory committees, meetings, seminars, training and events or meetings of external bodies attended on the Council's behalf and consider any recommendations from them:

1. Tuesday 6 January 2026 - Recreation and open spaces committee meeting  
Councillor Shinkins-Hoppe introduced the minutes of this meeting from which there were no recommendations.

2. Wednesday 14 January 2026 – Jubilee Park working party meeting with play equipment provider – for information only.

Councillors Smith advised that he and Councillors Neville Shinkins-Hoppe and Stevens had met with a representative from Playdale who had provided a lot of useful information.

3. Thursday 15 January 2026 – Meeting with representatives of the Methodist Church to discuss hiring their hall for the Annual Parish Meeting and Making A Difference Awards.

Councillor Stevens advised that along with Councillor Shinkins-Hoppe and the Assistant Clerk the Methodist Church Hall had been visited and it was a suitable venue to hold the APM and MAD awards evening. Local wildlife enthusiast, John Parsonage, had been suggested (by the Assistant Clerk) as the guest speaker and Councillor Stevens had approached him in advance of this meeting and he had confirmed he is available. Outside Caterers would be required and it was suggested that the Proprietor of The Junction on Northfields Industrial Estate should be approached. **RESOLVED.**

**26.122** To consider joining the Keep Britain Tidy 2026 campaign

Councillor Bowell had prepared a paper supporting the invitation for local councils to join the Great British Spring Clean 2026 (from 13 and 29 March) campaign which would lead to the provision of some promotional information and other resources. It was **RESOLVED** not to join as the Parish Council were not organising a litter picking

event as part of this campaign. However, it was agreed that the campaign should be promoted via the DSJ Parish Council noticeboards and Facebook page and litter pickers and bin bags could be provided to members of the public who wished to get involved.

**26.123** To consider the telephone box refurbishment estimate

Councillor Shinkins-Hoppe introduced the estimate of £961.60 which was for materials only and advised that a member of the Rotary Club of the Deepings had offered to complete the refurbishment.

Councillor Stevens proposed that as the telephone box was in a prominent position, and was part of the heritage of the Village a quotation from a professional restorer/painter should be sought rather than relying on a volunteer.

Ideas as to what the telephone box could be used for once restored were put forward. These included a seed swap, a book swap and/or information kiosk

**ACTION:** The Clerk was asked to obtain quotations for labour costs

**26.124** Parish Pump - items for information or inclusion on future agendas.

Councillor Stevens advised that she would work towards publishing a further newsletter

Councillor Stevens asked the Clerk to contact the Deeping Youth Group once again as the information on the Charity Commission website needed updating

Councillor Hosking advised of the passing of Peter Foxon who had been awarded the Freedom of the Parish by DSJ Parish Council at the Remembrance Service held at the Priory Church on Sunday 9 November 2025

Councillor Shinkins-Hoppe requested that the personnel sub-committee meeting, which finance policy and personnel committee had agreed would take place on Tuesday 10 February 2026, be re-scheduled as three of the members were unable to attend. An alternative date of 7pm on Wednesday 11 February 2026 was offered.

**ACTION:** The Clerk to contact all members of the committee to see if this is acceptable.

Meeting Closed at 9.30pm