



DEEPING ST JAMES PARISH COUNCIL

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

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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 Friday Tuesday 16 June 2026 at 7.00pm.

Present: Parish Councillors Bowell, Fowler, Gilbert, Hosking, Neville, Rose, Shinkins-Hoppe and Stevens.

The minutes were taken by the Parish Clerk

Open Forum/Public Participation

No members of the public were present

27.20 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, Halls, Nickerson, Smith and Townsin. Councillor Dilks was not present.

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

Councillor Stevens declared an interest in agenda item 27.2 – payment to partner

27.22 To approve the minutes of the previous meeting held on Thursday 19 May 2026.

Agreed and signed.

27.23 To receive the Clerks report and receive an update on matters arising from previous minutes.

- Councillor Hosking signed, witnessed by the Parish Clerk, the declaration of acceptance of the office of Vice Chairperson on 03 June 2026

- The amendments agreed at the meeting held on Tuesday 19 May 2026 have been completed and the LALC Webmaster has been requested to update the following documents/information on the Webpage – Standing Orders, Financial Regulations, Council Committee Structure and Membership, Representation on or work with outside bodies, Meeting dates and Insurance cover

- Following on from the resignation of Councillor Sues Leader, Electoral Services at South Kesteven District Council have confirmed that no election has been called for the vacancy and the Parish Council can proceed to fill the vacancy by co-option. An advert has been placed in some of the noticeboards and on the Facebook page.

- A response was issued to the Events Officer at South Kesteven District Council suggestions of where the Lincolnshire Day banners created by the local primary schools could be displayed. From this a virtual meeting has been arranged for Thursday 18 June 2026 to consider future events

- The member of public requesting to pre-purchase cremated remains plot which contravened the current Cemetery regulations has been advised of the decision to allow their request and make arrangements via a Funeral Director

- A new defibrillator was purchased and was logged on the National Defibrillator Network, The Circuit, on Monday 08 June 2026 and has replaced the one at the Methodist Church on Church Street which replacement parts could no longer be obtained for
- A Reporter from the Stamford Mercury contacted the office on 03 June 2026 for some words and photos as they were compiling an article about the graffiti at Langtoft and Deeping St James and had spoken to Councillor Dilks. The article appeared in the edition dated 12 June 2026. This graffiti was reported online to Lincolnshire Police providing 5 stills from the CCTV footage. The video recording has been shared with the local PCSO who is communicating with the Deepings School to establish an appropriate person to liaise with to identify those in the video. Video footage of a further unrelated incident has also been requested by and provided to Lincolnshire Police.

The PCSO had advised the Clerk that they were continuing to attempt to make contact with an appropriate member of staff at the School in order to ID the individuals on the video. Councillor Shinkins-Hoppe mentioned Councillor Dilks' article in the Bourne Local which highlighted this issue and also expressed her disappointment that the School were not actively assisting the Police and the Parish Council with this matter.

Action: *The Clerk was asked to write the Deepings School requesting their help in identifying the culprits from the CCTV footage provided to the Police and their support in stopping future incidents*

NOTE: Please also refer to the Clerks report within the Allotments, Cemetery, Finance, policy & personnel and Planning and transport committee minutes

27.24 To receive reports from the District Councillors and County Councillor.
No County or District Councillor present and no reports provided.

27.25 Financial matters:

1. To receive the minutes and any recommendations from the Finance Policy and Personnel Committee meeting held on Thursday 11 June 2026
Councillor Gilbert introduced the minutes of the meeting from which there were no recommendations. He advised that there was a personnel matter which was still ongoing.
2. To approve the expenditure for June 2026.
Expenditure totalling £25,329.26 was proposed seconded and **RESOLVED**.
Councillor Stevens abstained from the vote.
3. To note the income for June 2026.
Income totalling £173.61 was noted.

27.26 To consider and approve documents relating to the 2025-2026 Annual Governance and Accounting Return

1. To receive the Annual Internal Auditor's Report 2025-2026
This document had been shared with all the members and was accepted.
2. To consider recommendations or matters arising from the internal auditor's narrative report

The Internal Auditor's narrative report had been looked at in detail by the finance policy and personnel committee at both on January 2026 (minute 26.61) and 11 June 2026 (minute 27.10). It was proposed seconded and **RESOLVED** that -

The Clerk would add an item to a future agenda for the role of the Councillor and the Clerk to considered.

The Clerk would arrange to meet with Councillor Smith to complete work to register the land owned by the Parish Council with HM Land Registry

3.To complete and sign the Annual Governance Statement, section 1 of the Annual Governance and Accountability Return 2025/26 Form 3

This document had been shared with all members prior to the meeting and all members present confirmed their agreement to all the statements. It was proposed seconded and **RESOLVED** that the document should be signed by the Parish Council Chairperson and Clerk the Responsible Financial Officer having signed it earlier

4.To receive and sign the Accounting Statement, section 2 of the Annual Governance and Accountability Return 2025/26 Form 3, duly signed by the Responsible Financial Officer.

This document had been shared with members prior to the meeting.

It was proposed seconded and **RESOLVED** that a copy already signed by the Responsible Financial Officer, should be signed by the Chairperson

5.To receive and consider the bank reconciliation 2025-2026 and reconciliation between box 7 and box 8 on the AGAR form

Accepted.

6.To receive and consider the explanation of variances

Accepted.

7.To receive and consider the breakdown of reserves held

Noted.

8.To agree the dates for the period of public rights

The dates of 01 July 2026 to 11 August 2026 were proposed seconded and **RESOLVED**

27.27 Planning matters:

1. To receive the minutes and any recommendations from the Planning and Transport committee meeting held on Tuesday 09 June 2026.

In the absence of Councillor Smith, Councillor Shinkins-Hoppe introduced the minutes from which there were no recommendations. She advised that planning application S26/0646 for industrial units and drive-thru on land to the east of Lysander Drive/Whitley Way Market Deeping had been considered and a response issued (decision delegated to this committee at the council meeting on 19 May 2026)

27.28 To consider the following correspondence.

1. Citizens Advice South Lincolnshire – The Deepings Outreach performance data for May 2026

Noted.

2. The Rt. Hon. Sir John Hayes MBE – a letter advising that he has written to Peterborough City Council and Lincolnshire County Council to ask for improvements to protect the Grade II listed stone packhorse bridge across the River Welland and asking what work the Parish Council is undertaking with the local authorities to find a solution to this problem

Councillor Bowell advised that the Save the Bridge Group have had a meeting with the Deputy Mayor of Peterborough City Council and are due to meet the Director of Works on 24 June 2026

Councillor Stevens encouraged anyone who witnesses a heavy goods vehicle (HGV) using the bridge to approach to advised the haulier directly as she and the Parish Clerk had received positive responses when they had done this

Councillor Neville also mentioned reporting incidences via Lorry Watch

[Report misuse of weight restricted roads – Lorry Watch - Lincolnshire County Council](#)

Action: The Clerk was asked to respond advising that the Parish Council have been in the past and continue to be in communication with both Peterborough City Council and Lincolnshire County Council requesting improved signage and enforcement

3. Democratic Services at South Kesteven District Council – Requesting that each Parish Councillor completes a refreshed declaration of pecuniary interests (DPI) form on an annual basis and when there are any changes.

It was noted that following the introduction of the new section 32A of the Localism Act 2011 (as inserted and made by section 65 of the English Devolution and Community Empowerment Act 2026) a member's home address would not be disclosed on the authority's public register of interest unless the member has requested otherwise. The Ministry of Housing Communities and Local Government stated that "attracting high-quality elected officials depends on making public office safe for prospective candidates"

The updated DPI form had been circulated by the Clerk and everyone was encouraged to complete it.

4. Neighbourhood Alert system on behalf of Lincolnshire Police – requesting that the Parish Council and Councillors complete the Lincolnshire Priority Survey available by following the link below

[Lincolnshire Priority Survey](#)

The Clerk confirmed that she had completed it in on behalf of the Parish Council and encouraged others to do so

5. Deepings Community Library – Letter thanking the Parish Council for the financial support and providing a brief update

Noted

27.29 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. Deepings Lions Annual Charter afternoon tea and dance – held at Orton Hall on Sunday 31 May 2026

Councillor Neville attended what was a very pleasant afternoon and he has sent his thanks to the Chair of the Rotary

2. Community Resilience Event – organised by Stamford Town Council Climate and Environment Group and held in Stamford Town Hall on Tuesday 09 June 2026

Councillors Neville, Stevens and Townsin attended this event which was a very good event and the Deepings Resilience group intend to organise a similar group .

3. To receive the minutes and any recommendations from the Cemetery Committee which took place on Tuesday 09 June 2026

Councillor Stevens introduce the minutes from this meeting from which there were no recommendations.

Councillor Hosking advised that a Councillor had communicated with her, Councillor Neville and the Clerk to express concern about using volunteers to tend the

biodiversity areas in the Cemetery. It was agreed that the draft minutes should be amended to reflect that when the committee used the word volunteers they had specific individuals in mind who were knowledgeable and actively maintaining other biodiverse areas in the community

4. To receive the minutes and any recommendations from the Allotments committee meeting held on Tuesday 09 June 2026

Councillor Bowell introduced the minutes of this meeting from which there were no recommendations. He advised that he had requested that the draft minutes were altered to reflect that the Parish Council had not agreed to the adopt a pot hole suggestion made by the Allotment Association.

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

Councillor Shinkins-Hoppe reminded everyone of the Rose and Sweet Pea Show on Saturday 27 June 2026. Councillors Hosking, Neville, Rose and Stevens advised that they would be present.

The Clerk advised that the Lincolnshire Association of Local Councils Annual General Meeting would be held by zoom on Thursday 9 July 2026 and if no Councillor was able to attend the Clerk would so that the meeting was quorate (10% of membership)

Councillor Hosking advised that an invitation would be sent to the Parish Council Chairperson to attend the 50th anniversary of the Exotic Pet Refuge to be held between 10am and 4pm on Sunday 09 August 2026

Meeting closed 20.10pm