



Dear Councillor,

You are invited to a meeting of North Killingholme Parish Council which will be held on Monday 10th November 2025 at **6.30pm** in the Village Hall, Church Lane North Killingholme.

5th November 2025

Hannah Hepworth
Clerk to the Parish Council

PUBLIC FORUM

There is an opportunity for any members of the public present to make comments and representations for 15 minutes, prior to the commencement of the Parish Council meeting

Agenda

2511/1 To receive apologies and reasons for absence

2511/2 a) To receive declarations of interest under the Localism Act 2011 – being any pecuniary or non-pecuniary interest in agenda items not previously recorded on Members' Register of Interests.
b) To approve any dispensations submitted to the Clerk in writing before the meeting

2511/3 a) To approve the draft minutes of the Parish Council Meeting held in October 2025

2511/4 To receive any reports from external organisations

- 1) Reports by Prax LOR
- 2) Reports by Ward Councillors
- 3) CAG report

2511/5 Finance

- 1) To approve the schedule of payments for November 2025
- 2) To receive the accounts for October 2025
- 3) To note the VAT 126 claim for April – Sept 2025
- 4) To approve the bank statements
- 5) To consider if the Parish Council wishes to buy in to Worknest at £1900 per year for HR advice
- 6) To discuss and agree actions relating to the quotes for the Village Hall Front Door
- 7) To receive an update on quotes received for park and to agree any potential grants
- 8) To discuss and agree the budget for 2026-2027

2511/6 Planning - applications / decisions received.

- i) To discuss and agree comments on PA/2025/1275 - Planning permission to erect five dwellings with access road, drive and landscaping

2511/7 Parish Matters

- a) Newsletter - items for next edition and printing
- b) Speed Sign- to receive an update
- c) Bins / Dog Bins - to receive an update
- d) To receive an update on gov.uk emails

2511/8 Biodiversity

- a) To discuss and agree the Biodiversity Policy

- b) To discuss and agree the formation of a Working Party for Biodiversity and agree the membership of this
- c) To delegate to the Working Party (if formed) the following items:
 - I) Objectives of the NKPC
 - II) Relevant local strategies
 - III) Action plan
 - IV) Funding options

2511/9 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?
 - b) Is there a minimum value threshold for capitalising assets?
 - c) Does the Asset Register include all assets above threshold?
 - d) Are all assets valued consistently eg purchase value and current value?
 - e) Does each asset include all essential fields eg ID, date acquired, cost, exact location, purpose, interest, condition?
 - f) Does the RFO formally have responsibility for maintaining the Asset Register?
 - g) Do you physically verify all assets at least annually?
 - h) Are safety inspections carried out?
 - i) Is there a maintenance schedule of assets?
 - j) Is the asset register reviewed against insurance schedules eg insurance values checked and reconciled?
 - k) Are asset disposals properly authorised?
- ii) From the agenda item i) above, does the Parish Council agree to formally adopt the Scribe Free template?

2511/10 Correspondence – to discuss any correspondence received for information or discussion

- a) To note the Humber Carbon Capture Pipeline Statutory Consultation on Tuesday 11 November 3pm – 7pm at East Halton Village Hall and Friday 14 November 3-7pm at South Killingholme Community Centre
 - b) To consider and agree the response to be submitted for the questions from NLC on the Local Plan
 - Review the list and map provided for your area.
 - Confirm whether the information is accurate and complete.
 - Identify any missing facilities or services.
 - Highlight any facilities that are under threat, underused, or in need of investment.
 - Share any local insights or priorities that should be considered in future planning.
- a)

2511/11 Items for inclusion on the next meeting agenda

Internal Controls, lone working policy, VDU policy / risk assessment, WFH policy, COSHH assessments, before / after use checks
Hall hire and hire contract. Booking system

2511/12 Date of Next Meeting