

Corringham Parish Council

Minutes of the Ordinary Meeting of the Parish Council September 1st 2026, 7.15 pm Corringham Village Hall

Present:

Parish Councillors: D Semley, R Craven, K Bacon, M Johnson, M Parr

Clerk: D Groves

In Attendance: County Councillor C Reeve

7.15pm – Public Forum: No members of the public present.

Cllr Semley invited Cllr Reeve to provide updates in regards to any ongoing matters. He advised that there were 2 funding grants which could be applied for. A smaller one for £250 and a larger one of up to £15,000, which may be of use in relation to proposed community projects that the council wish to undertake. He was also looking into county council grass cutting policy due to several areas not being cut back/maintained sufficiently.

Cllr Craven advised that since the works had been completed, there had been no repeat of the flooding in Aisby, despite the recent heavy rain. Cllr Semley asked if Cllr Reeve could pass on the Council's thanks to Highways for the work they did.

Item:

42. CHAIRMAN'S WELCOME – Cllr Semley thanked everyone for attending the meeting and hoped they enjoyed their break. After the recent passing of retired Cllr Julia Tipping, she wished to express her commiserations to her family. Cllr Tipping was a very astute lady and her opinions always very welcome. A written message would be sent to the family.

43. APOLOGIES FOR ABSENCE – Cllr Bibb and Cllr Blades

It was **RESOLVED** to accept Cllr Bibb and Cllr Blades apology for absence.

44. DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS – None in relation to agenda items.

45. MINUTES - It was **RESOLVED** to accept the minutes from the Ordinary Meeting held on July 7th 2026 as a true and accurate record.

46. BUSINESS MATTERS FOR CONSIDERATION – To consider and review:

i. Village Hall Update

A member of the Village Hall committee attended and updated the meeting on the running of the facility. A summary of their report is below.

The Council was advised that refurbishment and fire-safety improvement works were nearing completion, including the installation of a new fire alarm system, replacement of fire doors where required and completion of a fire risk assessment. Further decoration works were also planned.

The Committee provided an update on the activities and events taking place at the hall and its programme of community and external use.

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The Committee also provided an update regarding the wooden clock formerly displayed in the small hall. The Council was advised that the clock was being safely stored and that its condition was to be assessed with a view to determining whether repair was possible.

The Council noted the report.

ii. Clerk Update

a. July Salary – No additional hours

August Salary - Additional 4 hours overtime due to training. It was **RESOLVED** to pay overtime retrospectively

b. Overgrown Hedges – Edmund Close – Advised contractor for Lincs Rural would be cutting them on 4th September 2026.

Cllr Bacon advised there had been a marked increase in rats around that area which appeared to be originating from the empty building plot next to The Becketts. It was **RESOLVED** The Clerk would contact environmental health at WLDC and request they investigate.

c. Correspondence – All councillors were reminded of the Electronic and Communications Policy, part 3, which states that the point of contact for the parish council is the clerk and all correspondence should be directed to her. For future reference, all councillors were requested to ensure they advise anyone wishing to write to the council to follow this procedure.

iii. Recreation Ground/Land Holdings – Cllr Semley was still in the process of arranging a meeting, which had been delayed due to illness of one of the participants. A discussion took place around other possible locations in the village, where a play park could be sited, with the grass area, owned by ACIS, on Mill Mere Road being suggested. It was **RESOLVED** the Clerk would contact ACIS regarding any future plans for this area and possible use by the Parish Council.

iv. Cemetery – The area was looking very messy and in need of a radical overhaul. Suggestions included a new memorial, seating and fencing, in addition to tidying up overgrown and unkept grave areas. Cllr Semley had spoken to local undertakers and grave diggers, who will assist with this in conjunction with family members. However, she stressed such a large project would need community involvement, particularly from those who have a vested interest in the area. A resolution regarding this proposed project was made at para 46vi (Emergency Planning).

v. Play Park – Cllr Semley advised that the council would like to see a play park in the village but it did need community involvement and help via a working group. The Clerk advised that social media posts requesting volunteers had generated positive comments, with 4 people expressing an interest to help. A resolution regarding this proposed project was made at para 46vi (Emergency Planning).

vi. Emergency Planning - Cllr Johnson advised a meeting had taken place and a draft plan had been produced. The next stage was to engage with the wider community and local

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Minutes approved as a true and accurate record and signed as so by the Chair presiding...**Diane Semley**

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businesses/amenities/groups to ascertain what help they could provide. After discussion on how best to achieve this, a suggestion was made to host a community consultation event. It was **RESOLVED** to hold a community consultation event regarding future proposals for the emergency plan, cemetery and play park. It was **RESOLVED** the clerk would book the Village Hall for the event. It was **RESOLVED** Cllr Johnson would advertise the event.

- vii. **Finance Meeting** – The finance meeting will take place on Tuesday 15th September 2026 at 7.15pm to discuss the 2027/28 budget and precept.
- viii. **Memorial Bench** - Cllr Semley had been in touch with retired Cllr Tipping's family in respect of a memorial bench in her honour. The family expressed their wish for this to be placed in an area at the Village Hall. The Clerk will look into types and costings and advise at the next meeting.
- ix. **Remembrance Poppy Wreath** – It was agreed that a wreath should be purchased. It was **RESOLVED** the Clerk would purchase a suitable wreath through Royal British Legion.

47. FINANCIAL REPORTS – To receive the financial report and approve payments.

RFO Report August 2026

ITEM	DESCRIPTION	COMMENT	ACTION
1.	Monies in bank as of 31 st July 2026	Current Account = £1283.56 BMM (Reserve) Account = £40180.98 Total = £41464.54 Bank reconciled to 31st July 2026	
2.	Bank activity	Interest on reserve account July 2026 = £44.98	
3.	Paid invoices & expenses July 2026	Clerk Salary - £275.68 Clerk Overtime Payment - £86.15 Heather Property Services – Grass Cutting May/Jun - £1520.00 LALC – Cemetery Regulation & Compliance Training - £96.00 (£16.00 VAT) LALC - Internal Audit fee - £240.00 (£40 VAT) LALC – Cemetery management Training - £96.00 (£16.00 VAT) PayPal – Ionos – emails – £37.20 Corringham & Aisby Village Fete – Grant payment - £2000 Block Free Services - £264.00 (£44 VAT) ViC Group UK Ltd - £204.90 (£34.15 VAT)	
4.	Income		
5.	Income expected		
6.	Payments awaiting approval		

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7.	Payments expected	Heathers – Grass cutting	
8.	VAT	Vat claim for 2026/27 = £284.82	

RFO Report September 2026

ITEM	DESCRIPTION	COMMENT	ACTION
1.	Monies in bank as of 31 st August 2026	Current Account = £2164.21 BMM (Reserve) Account = £40223.87 Total = £42388.08 Bank reconciled to 31st August 2026	
2.	Bank activity	Interest on reserve account August 2026 = £42.89	
3.	Paid invoices & expenses August 2026	Clerk Salary - £275.68 PayPal – Ionos – emails – £37.20	
4.	Income	HMRC – VAT refund - £1193.53	
5.	Income expected		
6.	Payments awaiting approval		
7.	Payments expected	Heathers – Grass cutting	
8.	VAT	Vat claim for 2026/27 = £284.82	

Bank Reconciliation:

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Minutes approved as a true and accurate record and signed as so by the Chair presiding...**Diane Semley**

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ADOPTED

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	Jul-26	Current	Reserve	Totals
Balance B/fwd	01/07/26	£603.49	£45,636.00	£46,239.49
Income		£0.00	£44.98	£44.98
Plus income		£603.49	£45,680.98	£46,284.47
Account Transfer		£5,500.00	-£5,500.00	£0.00
		£6,103.49	£40,180.98	£46,284.47
Expenditure		£4,819.93	£0.00	£4,819.93
Minus Expenditure		£1,283.56	£40,180.98	£41,464.54

In Bank **31/07/26** **£1,283.56** **£40,180.98** **£41,464.54**

Diane Groves 01/08/2026

Bank Reconciliation:

	Aug-26	Current	Reserve	Totals
Balance B/fwd	01/08/26	£1283.56	£40180.98	£41,464.54
Income		£1193.53	£42.89	£1236.42
Plus income		£2477.09	£40223.87	£42700.96
Account Transfer		£0.00	£0.00	£0.00
		£2477.09	£40223.87	£42700.96
Expenditure		£312.88	£0.00	£312.88
Minus Expenditure		£2164.21	£40,223.87	£42,388.08

In Bank **31/08/26** **£2164.21** **£40,223.87** **£42388.08**

Diane Groves 01/09/2026

- i. It was **RESOLVED** to accept the RFO reports as presented.
- ii. The following payment was approved as follows:
 Blockfree Services – Toilets for Village Fete - £264.00
 ViC Group Ltd – Generator for Village Fete - £204.90
 Clerk Expenses – Printer Ink Plan x 6months - £38.94
 Clerk Salary – Overtime for August x 4 hours - £68.92
- iii. Payments to Blockfree Services and Vic Group Ltd are approved retrospectively due to there being no meeting in August and in accordance with July minute reference 37iii.

48. **PLANNING MATTERS** – The following planning application had been received:

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WL/2026/00738 – To erect detached ancillary garden building, Ben Venuto, 2 High Street, Corringham. After discussion, it was **RESOLVED** there were no comments in relation to this request.

49. CORRESPONDENCE – Circulated prior to meeting.

Letter from District Councillor – A letter had been received from the District Councillor concerning the Village Hall Wall Clock. It was noted by councillors that the matter had previously been considered at the meeting on 2nd June 2026 and minuted accordingly at para 26ii. After discussion it was agreed that as this matter did not fall within the remit or responsibilities of the Parish Council, they have no role or authority in dealing with it. It was **RESOLVED** no further action would be taken. It was **RESOLVED** the Clerk would write to the District Councillor advising him of this decision.

50. ONGOING MINOR ITEMS AND AGENDA ITEMS FOR THE NEXT MEETING –

Dog Fouling – Cllr Bacon advised there had been an increase in dog fouling around Corringham. She would pass the information to the Clerk for action. It was **RESOLVED** the Clerk would report the dog fouling to WLDC.

Agenda Items for next meeting – Cllr Semley advised of 4 items to be added to the next agenda.

51. DATE OF NEXT MEETING – It was **RESOLVED** that the date for the next meeting of the Parish Council, which will be **Tuesday 6th October 2026 at 7.15 pm.**

Meeting closed 9.30 pm