



Lilley Parish Council

Thursday 19th February 2026 starting at 7.30pm

Cassel Hall, West Street, Lilley LU2 8LH

To Cllrs: Phillip Gage, Rosalind Murray, Nicola Price, Mandy Sheppard (Chair), Emma Talbot

Councillors are respectively summoned to attend this meeting for the transaction of business in the agenda below. The meeting is open to members of the public and press.

Lisa Lathane, Clerk and Responsible Financial Officer (Locum)
12th February 2026

AGENDA

1. To receive and approve apologies for absence

Cllr Gage as previously agreed until May 2026

2. Declarations of Interest

2.1. To receive declarations of interest from Councillors relating to items on the agenda;

2.2. To receive written requests for dispensation for declarable interests; and

2.3. To grant any requests for dispensation as appropriate

3. To approve the minutes of the last Full Council meeting

4. Reports from County and District Councillors

4.1. To receive the report from the County Councillor

4.2. To receive the report from the District Councillor

5. To adjourn the meeting for members of the public to address the Council

6. Chairman's announcements

7. Ongoing matters

7.1. To review the [village survey results](#)

Sent separately to Cllrs or via link above.

7.2. To review bench costs for the play area and agree next steps

Quotes to be provided at the meeting.

7.3. Village Sign

Concrete base installed.

7.4. Village Fete

- Booked for 18th July.
- Next years date booked with the hall for 26th June 2027, and the morning of the 27th June
- VV Article asking for suggestions for the day has been submitted.

7.5. Recreation Ground – Land Registration

Invoice for work so far of £642.12 to be approved. Have requested next steps, not heard back at time of writing.

HM Land Registry will require a plan which satisfies the following in order to register the land:

- There must be a scale
- There must be a north point
- The land must be clearly edged and identified “i.e. edged red”
- The pan should contain details of the surrounding area so the location is clear

Contacted National Lease Plans for a quote as suggested by the solicitor, not received as of yet.

8. New matters

8.1. To review the village survey results

Sent separately to Cllrs.

8.2. Concrete blocks / private signs on Highways land – to review and agree next steps

David Barnard and HCC are investigating.

8.3. Dog training - [to review request to use the Recreation Ground and agree next steps](#)

Bookings request form sent separately to Cllrs or via link above.

8.4. No Through Road Sign near the Lilley Arms – to agree next steps

Although there is no core service funding for this, the request could potentially be considered by the County Councillor to use his discretionary Highways Locality Budget to fund this if David Barnard sees it as priority against the other requests/projects he has across his electoral division.



However, if you could provide the location, then we can do preliminary checks to if a sign (or two) is possible.

As a guide the approx. costs for providing/installation of 1 new sign on a new post is £1,300 or if 2 signs/posts are possible/required (i.e. one either side of a junction) then the approx. costs would be £2,050 (this is assuming no other works are required).

FYI the HLB for Hitchin rural has been spent for the 2025/26 financial year so David won't be able to consider funding until after 1st April 2026 and I have copied him in on this e-mail to make him aware of the request so we can discuss further.

8.5. To discuss road safety measures in Lilley and agree next steps

Request for zebra crossing at the entrance to Cassell Hall. Not a power that the parish council has but request can be put in to Highways / liaise with David Barnard.

9. To receive a Cassel Hall Memorial Trust Update

10. Clerk's Report

- No election has been called after Andy McKenna's resignation.
- Lost bollard / replacement post requested reported to Highways on the chichane.
- Confirmation of re-declaration of compliance in regards to pension provision has been submitted.

11. Village Voice Article – to agree the subject and author of the Village Voice Article for April.

12. Finance

12.1. To note receipts and payments since the last meeting.

Date	Payee	Reason	Amount
19/01/26	Lisa Lathane	Salary	£288.10
19/01/26	Lisa Lathane	Expenses	£10.71
19/01/26	Mandy Sheppard	Microsoft Payments	£36.73
19/01/26	St Paul's Walden Parish Council	Clerk's FILCA Training	£30
23/01/26	HMRC	PAYE/NI	£216
23/01/26	ID Mobile	Mobile Phone	£6
23/01/26	Unity Trust Bank	Bank charges	£6
0/02/26	NEST Pension	Clerk pension	£20.16

12.2. To approve the payment of invoices received since the last meeting.

Payee	Reason	Amount
Lisa Lathane	Salary (set up as standing order)	£288.10
Lisa Lathane	Expenses	£10.71
HRJ Foreman Laws	Work carried out so far for Recreation Ground registration	£642.12
Judith Crosier	Pay difference in April 2025 salary due to late agreed payscale increase	£15.58
SLCC	Clerk Membership (1/4 share)	£79

12.3. To review and approve the [bank reconciliation](#)

Sent separately to Cllrs or via link above.

12.4. To review and agree the [Asset Register](#)

Sent separately to Cllrs or via link above.

12.5. To review and agree the [Financial and Management Risk Assessment](#)

Sent separately to Cllrs or via link above.

13. Planning Applications

13.1. To consider any new planning applications

13.2. To note decisions and appeals

13.3. To consider any other planning matters pertinent to the Parish Council

None to all above.

14. To confirm the next meeting of the Parish Council

19th March 2026

15. To suggest agenda items for the next meeting