Saxilby with Ingleby Parish Council

Non-confidential

Saxilby Waterfront Proposals

Report to: Planning and Development Committee

Meeting Date: 18 November 2026

Report by: Clerk

Power/duty which decision falls under:
Local Government Act s144 – power to encourage visitors

Which council objective(s) it falls under:

- Maintain and improve community facilities and amenities
- Protect and enhance our green spaces and street scene
- Retain and encourage employment and tourism opportunities
- Improve the well-being of residents
- To foster public participation and engagement

SUMMARY:

The Saxilby Waterfront Project has concluded, leaving a remaining ring-fenced balance of £3,754. Following consultation with the independent Saxilby Waterfront Group, proposals have been submitted for the use of the remaining funds to provide heritage lighting at West Bank and the waterfront public facilities, together with improvements to the picnic area, including seating and planting. The proposed expenditure totals £3,700.

The proposals aim to continue the regeneration of Saxilby Waterfront, enhance the appearance and heritage character of the area, improve local amenities and support the objectives of the Saxilby with Ingleby Neighbourhood Plan Review (2026).

RECOMMENDATION(S):

Agree remaining expenditure of Saxilby Waterfront RFF in-line with Saxilby Waterfront Group suggestions:

1. **£1,100 Heritage lamppost located at the end of West Bank commissioning Lincolnshire County Council**
2. **£1,600 Heritage wall light for the Saxilby Waterfront Public Facilities – decorative lantern with powder-coated integrated wall box and scroll bracket commissioning Lincolnshire County Council**
3. **£1,000 grant to Saxilby Waterfront Project for picnic area improvements, including seating and planting subject to written permission from the landowner and receipt of detailed plans before any funding is released.**

Or

4. **Commission an independent financial review of the Saxilby Waterfront Project, with the Clerk authorised to obtain an initial quotation and proposed scope of work from the previous internal auditor, for further consideration by the Committee before any expenditure is committed.**

Public Sector Equality Duty:
Consider how policies/decisions affect those protected under the Equality Act)
No impact identified.

Duty to conserve and enhance biodiversity:
No biodiversity impact identified.

Consideration on carbon reduction:
Re-using existing lighting column reduces carbon impact. Lighting to be LED bulbs reduce carbon impact.

Impact on staff:
Minor impact. Progression of recommendations is part of officer's role.

Does the report consider any new activity? If 'Yes', has a risk assessment, including risk management proposals, been included for consideration and adoption by the council?
(Financial Regulation 17b)
No.

REPORT

Saxilby Waterfront Project has concluded. There are ring-fenced funds of £3,754.

Planning and Development Committee agreed to ask the new independent Saxilby Waterfront Group for feedback on the proposed use of the remaining funds within the area.

Saxilby Waterfront Group has suggested the use of the funds (see appendix 1) for:

1. £1,100 Heritage lamppost located at the end of West Bank
2. £1,600 Heritage wall light for the Saxilby Waterfront Public Facilities – decorative lantern with powder-coated integrated wall box and scroll bracket
3. £1,000 Saxilby Waterfront picnic area improvements, including seating and planting

Implementation

The council would instruct Lincolnshire County Council to undertake recommendations one and two above.

Recommendation three relates to an area which is not council or Saxilby Waterfront Group land (Canal and River Trust) therefore the council would need to confirm permission has been secured and for more detailed plans to be shared to make a grant for the Waterfront improvements.

Ring Fenced Fund Position

The ring-fenced balance has been reviewed throughout the duration of the project, including through previous internal audit work. Further checks were undertaken when the Council transferred to its new financial software in April 2024 with the balance monitored subsequently.

Committee may nevertheless wish to obtain additional independent assurance over the project's historic income, expenditure and remaining ring-fenced balance.

Given that the project has operated over approximately nine years, a comprehensive retrospective audit could require considerable officer and audit time and incur a cost disproportionate to the remaining balance of £3,754.

A more proportionate approach may be to commission a limited independent financial review, taking account of previous audit work and existing financial records. This would aim to establish whether the recorded income and expenditure are adequately supported and whether the remaining ring fenced balance can be reasonably substantiated.

If committee agrees for a review, it is proposed that the clerk initially approaches the previous independent internal auditor to establish the scope, likely cost and timescale of undertaking this work. A quotation and proposed terms of reference would then be presented to the Committee for consideration before any commitment is made.

The Committee should weigh the additional assurance provided against the financial cost and officer time required to facilitate the review, as well as further delays to bringing the project expenditure to a conclusion when Saxilby Waterfront Group has provided suggestions for the remaining ring fenced funds.

Cost-benefit analysis

The main consideration is whether the additional assurance gained from a full retrospective audit justifies the cost, particularly when the remaining ring-fenced balance is relatively small. The following illustrates the potential cost against the remaining funds.

Illustrative Cost Comparison – Based On £3,754 Remaining Funds

Illustrative audit fee	% of remaining funds	Balance after audit cost
£250	6.7%	£3,504
£400	10.7%	£3,354
£500	13.3%	£3,254
£750	20.0%	£3,004
£1,000	26.6%	£2,754
£1,500	40.0%	£2,254

These are illustrative figures, and any additional officer time are excluded.

Benefits of commissioning an audit

- Provides independent assurance that the remaining funds have been correctly calculated.
- May identify errors.
- Provides a clear financial record and conclusion before the remaining funds are.
- Demonstrates transparency and accountability to residents, funders and the wider community.

Disadvantages and costs

- The project has operated over approximately nine years, requiring considerable time to retrieve and examine historic records.
- The cost may be disproportionate to the remaining balance.
- The Council has already undertaken financial checks during the project's lifetime, including internal audit reviews and checks following the accounting software transition.
- There is a risk of duplicating work already undertaken by previous auditors.
- potentially diverting limited staff resources from other Parish Council duties and delaying progress on other activities.
- A full audit would not necessarily identify any significant issues beyond those that could be identified through a targeted review.

Transparency

Council financial records are available for public inspection.

Use of Artificial Intelligence (AI).

ChatGPT (OpenAI), GPT-6, was used to assist with the preparation and structuring using non-confidential information, including drafting and refining wording. The content and recommendations have been reviewed and verified by the author, who remains responsible for the accuracy of the final report.

Appendix 1: Email from Saxilby Waterfront Group

Re: Saxilby Waterfront funding proposals

I hope you are well.

At the Planning and Development Committee meeting on 16 September 2026, it was agreed under agenda item 14(3) that Saxilby Waterfront Group (SWG) would liaise with the Parish Council regarding proposals for the expenditure of the remaining funding, for consideration by the P&D Committee.

Proposed allocation of the remaining Saxilby Waterfront funding

The remaining funding is held under the Parish Council's budget heading *Saxilby Waterfront Fund* and has been raised through fundraising and grants to support improvements to Saxilby Waterfront.

SWG believes it is important that these funds continue to be invested in the waterfront area for the benefit of the local community and to support the ongoing enhancement of this important heritage asset.

We have therefore identified the following proposed allocations for consideration:

Item	**Proposed allocation (excluding VAT)**
One heritage lamppost, located at the end of West Bank	£1,100
Heritage wall light for the toilet building – decorative lantern with powder-coated integrated wall box and scroll bracket	£1,600
Contribution towards picnic area improvements, including seating and planting	£1,000
Total proposed allocation	**£3,700**

Revised heritage wall light proposal

We now have the costings and a visual image for the proposed heritage wall light and would like to make an amendment to our original proposal.

Our preferred option is the decorative lantern (please see attached design - option 2), complete with a powder-coated integrated wall box and scroll bracket. The indicative cost is approximately £1,600 (excluding VAT).

We feel this design would be particularly appropriate for the toilet building, complementing the heritage character of the waterfront and the surrounding Bridge Street Conservation Area. We would welcome the Committee's consideration of this revised proposal. An image of the preferred design is attached for reference.



The quoted costs for the lamppost and wall light are exclusive of VAT. As these items would be purchased by the Parish Council, the proposed allocations are based on the net costs.

Alignment with the Saxilby with Ingleby Neighbourhood Plan (2026)

These proposals support the objectives of the *Saxilby with Ingleby Neighbourhood Plan (2026)*, particularly:

- Policy 11(a)–(e): Saxilby Waterfront Regeneration Area (page 53) – supporting improvements to the character of the area, local facilities and amenities, the local environment and green spaces, the wider public realm and street scene, and the historic environment and conservation area.
- Policy 13(a): Development along the Fossdyke Navigation (page 60) – supporting waterside walkways and improvements to the public realm.
- Appendix A, Facilities and Amenities (page 74), paragraph 2: Refurbish Saxilby Waterfront Public Facilities (25/2.9).
- Appendix A, Community Projects (page 75), paragraph 4: Bridge Street Conservation Area Regeneration Project (25/4.3).

The proposed heritage lighting and picnic area improvements would contribute to the ongoing regeneration of Saxilby Waterfront, enhancing its appearance, improving local amenities and the public realm, and supporting the conservation of this important historic area.

Further information – picnic area improvements

SWG has already secured a £1,000 grant from One Earth towards seating. We are also awaiting confirmation of funding towards appointing a landscape architect to prepare a master plan and visual

proposals for the picnic area. These plans will help inform decisions about wider improvements, including seating and planting, towards which the proposed £1,000 allocation could contribute.

Please could you confirm that these revised proposals will be included on the agenda for the P&D Committee meeting on 18 November 2026.

Thank you for your assistance. We look forward to the Committee's consideration of these proposals.

Kind regards,

Saxilby Waterfront Group

SAXILBY
WATERFRONT GROUP

Saxilby Waterfront Group

E: info@saxilbywaterfront.co.uk

Appendix 2: Proposed Terms of Reference – Saxilby Waterfront Project Financial Review

1. Purpose

To provide independent assurance that the income, expenditure and remaining ring-fenced funds associated with the Saxilby Waterfront Project have been properly recorded and accounted for.

2. Scope of review

The review should cover the financial period from the commencement of the project to its conclusion and include:

- **Income:** Verification of grants, donations, fundraising receipts and other income received for the project.
- **Expenditure:** Review of payments made, including supporting invoices, receipts and evidence of approval.
- **Grant funding:** Confirmation that grant income has been appropriately recorded and that any relevant funding conditions have been met, where records permit.
- **Financial records:** Reconciliation of project income and expenditure against the Parish Council's accounting records, including consideration of the transfer to the new financial software in April 2024.
- **Ring-fenced funds:** Verification of the remaining balance of £3,754 and confirmation that it is consistent with the historic financial records.
- **Outstanding commitments:** Identification of any outstanding payments, liabilities or financial obligations relating to the project.

3. Methodology

The auditor should undertake a proportionate review of the available financial records, using sample testing, rather than necessarily examining every individual transaction.

The review should take account of previous internal audit work and financial checks already undertaken, to avoid unnecessary duplication.

4. Reporting

The auditor should provide a written report to the Parish Council setting out:

- The work undertaken and records examined.
- Whether the recorded income and expenditure are adequately supported.
- Whether the remaining ring-fenced balance of £3,754 can be reasonably substantiated.
- Any discrepancies, weaknesses in record keeping or areas of concern identified.
- Any recommendations for further investigation or improvements to financial controls.

5. Limitations

The review is intended to provide reasonable assurance over the project's financial records. It is not intended to be a forensic investigation or a comprehensive audit of every individual transaction.

6. Appointment and cost

The auditor should be independent of the project management and financial administration. A fixed fee should be agreed in advance, with any additional work requiring prior approval from the Parish Council.