# Doddington and Whisby Parish Council

## Minutes of the Parish Council Meeting held at the Grain Store Café at Doddington Hall on 4 November 2024 at 7pm

| Agenda Item   |   | Action by |  |  |  |
|---|---|-----------|--|--|--|
| Welcome   | Councillor Hall welcomed everyone to the meeting  |           |  |  |  |
| Public Time<br>Min. No.2024.11.01                               | No members of the public were in attendance.  |           |  |  |  |
| <b>County/District Council<br/>Updates</b><br>Min.No 2024.11.02 | District Councillor Richard Johnston advised that the new chief executive<br>officer at NKDC had been appointed and would be in position in January 2025.<br>Apologies were received from District Councillor Chris Goldson and<br>Lincolnshire County Councillor Alan Briggs.  |           |  |  |  |
| Formal Session  |   |           |  |  |  |
| <b>Present</b><br>Min. No. 2024.11.03                           | Councillor's (Cllr's) Beale, Cunliffe, Hall (Chair), Hollingworth, Whiles (Vice<br>Chair) Kerrie Vickers (Parish Clerk).  |           |  |  |  |
| <b>Apologies</b><br>Min. No. 2024.11.04                         | None  |           |  |  |  |
| Declarations of Interest<br>Min. No. 2024.11.05                 | To receive Declarations of Interest In accordance with The Localism Act 2011 –<br>None  |           |  |  |  |
| Minutes of Previous<br>Meeting<br>Min. No. 2024.11.06           | Notes taken at the previous Parish Council Meeting on 2 September 2024 were approved as a true record of events and signed by the Chair.  |           |  |  |  |
| Finance Report<br>Min. No. 2024.11.07                           | <ul> <li>The payments as per Appendix A were noted and agreed.</li> <li>The year-to-date budget as per Appendix A was noted.</li> <li>It was agreed to open a savings account and transfer the reserve funds.</li> <li>The overpayment of £1044.28 to HMRC was noted. This sum will be recovered over a period of time via PAYE contributions.</li> <li>The annual rise of the Parish Clerks salary in relation to the National Agreement on Pay and Conditions was noted.</li> </ul> |           |  |  |  |
| <b>Planning</b><br>Min. No. 2024.11.08                          | N/a   |           |  |  |  |

| Policies  | Adoption  |              |  |
|---|---|--------------|--|
| Min. No. 2024.11.09   | <ul> <li>i. The adoption of the Volunteer Policy as previously circulated to all<br/>Parish Councillors was agreed.</li> <li>ii. The adoption of the Risk Assessment for Volunteers as previously<br/>circulated to all Parish Councillors was agreed.</li> </ul> |              |  |
|   | Review  |              |  |
|   | It was agreed to amend the following policies to be updated when required.<br>i. Data Breach Policy<br>ii. Data Protection Policy<br>iii. Document Retention Policy<br>iv. Email and use of the internet<br>v. Equality Policy                                    | Parish Clerk |  |
| Clerk and Councillors<br>reports and<br>correspondence<br>received<br>Min. No. 2024.11.10 | i. Flooding.<br>The Parish Clerk advised that she has been in contact with LCC who have<br>suggested arranging a meeting with the residents on Eagle Moor. Clerk to<br>arrange meeting.   | Parish Clerk |  |
|   | ii Temporary Crossing.<br>The contractor has submitted the application to LCC for the temporary<br>crossing trial to commence in March 2025.  |              |  |
|   | iii Request from Resident<br>Cllr Hall advised she has received a request from a resident for a mirror to be<br>installed to increase the safety of drivers when exiting School Yard. Parish<br>Clerk to check with LCC regarding requirements.                   | Parish Clerk |  |
|   | iv Whisby Crossroads<br>Correspondence has been received from LCC regarding the number of<br>collisions at Whisby crossroads and the options to address the situation by<br>reducing the speed limit. This was noted.   |              |  |
| V.E Day 80 <sup>th</sup><br>Anniversary<br>Celebration<br>Min. No. 2024.11.11             | Cllr Hall discussed the upcoming 80 <sup>th</sup> Anniversary of VE day and asked about thoughts on arranging a parish celebration. Various ideas were discussed, and it was agreed to proceed. Everyone was asked to bring ideas to the next meeting.            | All          |  |
| Date of Next Meeting  | 6 <sup>th</sup> January 2025  |              |  |
| Min. No. 2024.11.12   | Cllr Hall thanked everyone for their attendance and contributions and the meeting closed at 7.40pm  |              |  |

## Appendix A

#### Income

No income received.

#### Expenditure

The following payments were authorised

| Date       | Payment type   | Payer/payee        | Details                  | Amount  |
|------------|----------------|--------------------|--------------------------|---------|
| 05.09.2024 | Direct Debit   | Npower             | Street light electricity | -39.94  |
| 17.09.2024 | BACs           | Eon Energy         | Street light maintenance | -44.4   |
| 17.09.2024 | BACs           | Arthur J Gallagher | Insurance                | -496.75 |
| 25.09.2024 | Direct Debit   | Npower             | Street light electricity | -41.58  |
| 27.09.2024 | BACs           | HMRC               | PAYE/NI                  | -55.4   |
| 27.09.2024 | BACs           | K Vickers          | Salary                   | -237.28 |
| 30.09.2024 | BACs           | St Peters Church   | Xmas Service             | -100    |
| 30.09.2024 | Service Charge | Unity Trust Bank   | Service charge           | -18     |
| 24.10.2024 | Direct Debit   | Npower             | Street light electricity | -45.21  |
| 25.10.2024 | BACs           | K Vickers          | Salary                   | -222.08 |

## Budget 2024/25

| Expenditure          | Budget | Actual    | Income         |         |
|----------------------|--------|-----------|----------------|---------|
| Salaries/expenses    | 4784   | -1,542.22 | Precept        | 9400.00 |
| Expenses             | 300    | -45.00    | Other receipts | 0.00    |
| Maintenance          | 2910   | -407.35   |                |         |
| Fee's/Subscriptions  | 710    | -95.99    |                |         |
| Insurance            | 400    | -496.75   |                |         |
| Office Running Costs | 500    | -36.00    |                |         |
| Election Costs       | 200    | 0.00      |                |         |
| S137 Expenditure     | 30     | -100.00   |                |         |
| CIL                  |        | 0.00      |                |         |
|                      | 9834   | 0.00      |                |         |
| Total                |        | -2,723.31 |                | 9400.00 |

| Balance Sheet      |           |
|--------------------|-----------|
| Balance B/FWD      | 24,284.84 |
| Precept            | 9,400.00  |
| Other receipts     | 0.00      |
| Staff costs        | -1,542.22 |
| All other payments | -1,181.09 |
|                    |           |
| Balance Cfwd       | 30,961.53 |