

Doddington and Whisby Annual Parish Council

Minutes of the Annual Parish Council Meeting held at the Grain Store Café at Doddington Hall on 12 May 2025 at 7.30pm

Agenda Item		Action by
Election of Chair Min.No 2025.05.01	The Parish Clerk called for nominations for Chair. Councillor Hollingworth proposed Councillor Hall. This was seconded by Councillor Whiles and agreed by all and the acceptance of office form signed.	
Election of Chair Min.No 2025.05.02	Councillor Hall called for nominations for Vice Chair. Councillor Hall proposed Councillor Whiles. This was seconded by Councillor Waite and agreed by all and the acceptance of office form signed.	
Min.No 2025.05.03	To resolve to suspend the meeting and hold a public forum - not applicable as no members of the public in attendance.	
Min.No 2025.05.04	Public forum - no members of the public in attendance.	
Min.No 2025.05.05	District Council/County Council news/updates – updates given at Annual Parish Meeting. Notes will be appended to the Annual Parish Council minutes	
Min.No 2025.05.06	Formal session commenced at 19:05	
Min.No 2025.05.07	Councillor Hall welcomed everyone to the meeting.	
Present & Apologies Min. No. 2025.05.08	Present: Councillor's (Cllr's), Cunliffe, Hall (Chair), Hollingworth, Waite, Whiles (Vice Chair) Kerrie Vickers (Parish Clerk).	
Co-option Min. No. 2025.05.09	The 2 candidates introduced themselves and gave a brief insight into their backgrounds. Councillor Hollingworth proposed both candidates be co-opted onto the Parish Council. This was seconded by Councillor Whiles and agreed by all. The 2 new Parish Councillors joined the meeting and were welcomed by all.	

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Declarations of Interest Min. No. 2025.05.10	To receive Declarations of Interest In accordance with The Localism Act 2011 None																												
Minutes of Previous Meeting Min. No. 2025.05.11	Notes taken at the previous Annual Parish Council Meeting on 28 May 2024 were approved as a true record of events and signed by the Chair.																												
Finance Report Min. No. 2025.05.12	12.1 The payments and budget position as per Appendix A were noted and agreed. 12.2 The Annual Internal Audit Report was received and noted. 12.3 The accounts for the year 2024/25 were considered and approved and the Annual Governance Statement AGAR 2024/25 (Section 1) signed by the Chair and Clerk. 12.4 The accounts were certified, presented, considered and approved, and the Accounting Statement for AGAR 2024/25 (Section 2) signed by the Chair and Clerk. 12.5 The Certificate of Exemption (Form 2) was signed by the Chair and Clerk.																												
Review Min. No. 2025.05.13	13.1 The asset register was reviewed and agreed. 13.2 The adoption of the amended Standing Orders was agreed by all. 13.3 The adoption of the amended Financial Standing Orders was agreed by all. 13.4 The continued method of payment via bank transfer, Direct Debit or cheque as per Financial Standing Orders was reviewed and agreed by all. 13.5 The following schedule of regular payments due in relation to a continuing contract or obligation was reviewed and agreed by all. <table> <tr> <td>Arthur J Gallagher</td><td>Insurance premium</td><td>Paid annually by BAC's</td></tr> <tr> <td>Eon Energy</td><td>Street light maintenance contract</td><td>Paid quarterly by BAC's</td></tr> <tr> <td>HMRC</td><td>PAYE</td><td>Paid monthly by D/D</td></tr> <tr> <td>ICO</td><td>Annual subscription</td><td>Paid monthly by D/D</td></tr> <tr> <td>Kerrie Vickers</td><td>Salary</td><td>Paid monthly by D/D</td></tr> <tr> <td>LALC</td><td>Annual subscription/training</td><td>Paid annually by BAC's</td></tr> <tr> <td>Microsoft</td><td>Software subscription</td><td>Paid annually by BAC's</td></tr> <tr> <td>Npower</td><td>Street light electricity</td><td>Paid monthly by D/D</td></tr> <tr> <td>Unity Trust Bank</td><td>Service fee</td><td>Paid monthly direct</td></tr> </table>	Arthur J Gallagher	Insurance premium	Paid annually by BAC's	Eon Energy	Street light maintenance contract	Paid quarterly by BAC's	HMRC	PAYE	Paid monthly by D/D	ICO	Annual subscription	Paid monthly by D/D	Kerrie Vickers	Salary	Paid monthly by D/D	LALC	Annual subscription/training	Paid annually by BAC's	Microsoft	Software subscription	Paid annually by BAC's	Npower	Street light electricity	Paid monthly by D/D	Unity Trust Bank	Service fee	Paid monthly direct	
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Planning Min. No. 2025.05.14	N/a	
Crossing update Min. No. 2025.05.15	Councillor Hall advised that following the trial of the crossing, and incorporating comments received, a report had been sent to LCC highways requesting the County Council install a permanent crossing. Meetings with the highways team have been very positive and the next steps are for them to write their report and make an application for funding. This will not be a quick process, but any updates will be reported as and when received.	
Clerk report Min. No. 2025.05.16	The Parish Clerk advised that there is currently only 1 outstanding action which is to engage the services of a contractor for a large litter picking exercise. The clerk advised she would continue to look into this.	Parish Clerk
Councillor's reports Min. No. 2025.05.17	Councillor Hall advised that the Wilder Doddington team would like to give the Parish Council an update on their work. They will be invited to the next meeting.	Cllr Hall
Correspondence Min. No. 2024.05.18	Email from Tarmac regarding future proposals and site invitation. Councillor Moody agreed to attend the meeting. Notification regarding proposed Special Educational Needs Unity at the Meadows Primary School Lincoln. No comments.	
Date of Next Meeting Min. No. Min. No. 2024.05.19	7 th July 2025	
Meeting concludes Min. No. Min. No. 2024.05.20	Cllr Hall thanked everyone for their attendance and contributions and the meeting closed at 20:10	

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21.02.2025	Direct Debit	Npower	Street light electricity		-63.82	
28.02.2025	BACs	K Vickers	Salary		-245.80	
28.02.2025	Service Charge	Unity Trust Bank	Service charge		-6.00	
10.03.2025	VAT Refund	HMRC	VAT refund	278.9	0.00	
26.03.2025	Direct Debit	Npower	Street light electricity		-30.82	
27.03.2025	BACs	K Vickers	Salary		-246.00	
27.03.2025	BACs	Eon Energy	Street light maintenance		-19.20	
31.03.2025	BACs	Unity Trust Bank	Service charge		-6.00	
01.04.2025	B/P	NKDC	Precept	6750	0.00	
04.04.2025	B/P	LALC	Annual subscription		-71.70	
04.04.2025	B/P	Paula Marie	Deposit for VE Day Performance		-50.00	
28.04.2025	B/P	Paula Marie	VE Day Performance		-250.00	
28.04.2025	B/P	Kerrie Vickers	Salary		-246.00	
31.04.2025	Service Charge	Unity Trust Bank	Service charge		-6.00	

Appendix A

i. Items of income/expenditure

Date	Method	Payer/payee	Description	Income	Expenditure
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Budget Position

Expenditure		Budget	Actual
Salaries		3,600.00	-231.00
Expenses		250.00	-15.00
Maintenance		1,500.00	0.00
Fee's/Subscriptions		400.00	-71.70
Insurance		600.00	0.00
Office Running Costs		50.00	-6.00
Election Costs		200.00	0.00
S137 Expenditure		150.00	0.00
CIL			-300.00
Total expenditure			-623.70
Income			
Precept		6,750.00	
Other receipts - interest			
VAT refund			
Total receipts		6,750.00	
Balance Sheet			
Balance B/FWD		27,020.94	
Precept		6,750.00	
Other receipts			
Staff costs			-231.00
All other payments			-92.70
CIL			-300.00
		33,770.94	-623.70
Current Account		8,682.25	
Savings Account		24,464.99	
Balance of accounts		33,147.24	

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