

Doddington & Whisby Parish Council Annual Parish Council Meeting

Agenda Monday 11th May 2026

Dear Parish Councillors;

You are hereby summoned to the Annual Parish Council Meeting of Doddington and Whisby Parish Council to be held in the print room in Stable Yard, Doddington on Monday 11th May 2026 commencing at 6:45pm.

The meeting is open to the public and there will be a 15-minute public forum when members of the public may ask questions or make short statements to the Parish Council.

Kerrie Vickers 28.04.2026
Clerk and Responsible Finance Officer

Agenda

1. Election of Chair
2. Election of Vice-Chair
3. Public forum
4. District Council/County Council news/updates
5. Formal session - There can be no participation in meetings once public time has ended. Members of the public raising issues or questions should be aware that only items on the meeting agenda can be debated or decided at the meeting, unless the Parish Clerk has delegated powers to deal with it as urgent, e.g. highway repairs. The Chair may decide to answer a question asked by a member of the public or call on a fellow Councillor to do so, or, direct that a written response be given.
6. Welcome by the Chair
7. Apologies for absence
8. To receive any declarations of interest - In accordance with the Localism Act 2011 and consider any requests for dispensation in relation to Disclosable Pecuniary Interests or any other interests as outlined in the Council's Code of Conduct.
9. To agree the minutes of the Annual Parish Council Meeting held on Monday 12th May 2025 previously circulated to members and published in draft to the website as required under the Transparency Code for Smaller Authorities.
10. **Finance**
 - 11.1 To formally authorise items of expenditure and note income and budget position.

Appendix A

11. Annual Audit

12.1 To receive and note the Annual Internal Audit Report AGAR 2025/26

11.2 To consider, approve and sign the Annual Governance Statement AGAR 2025/26 (Section 1)

12.3 To certify the accounts before presenting, considering, approving, and signing the Accounting Statement for AGAR 2025/26 (Section 2).

12.4 To sign the Certificate of Exemption form. AGAR 2025/26 Form 2

12. Review. To review the following

13.1 Asset register

13.2 Financial Standing Orders.

13.3 Standing Orders

13.4 Delegation Policy

13.5 To review and approve the continued method of payment via bank transfer, Direct Debit or cheque as per Financial Standing Orders.

13.6 To review and approve the schedule of regular payments due in relation to a continuing contract or obligation. **Appendix B.**

13.7. To review the bank mandate.

13. Planning

13.1. To discuss the following application.

13.1.1. Planning Application Reference: 26/0507/HOUS. Proposal: Proposed single storey rear extension, internal ground and first floor reconfiguration, addition of front and rear facing dormer windows and new front porch.

13.2. To note the following planning decision

13.2.1. Application 26/0275/PAR Agricultural Building at Top House Farm Thorpe Road Whisby Lincoln – Decision - **Prior notification required and approved.**

13.2.2. Application Reference: 25/0951/FUL. Proposal: Erection of a single storey dwelling.

Location: The Old Kennels Kennel Lane Doddington – Decision – **approved.**

14. Clerks Report – to receive any updates on any outstanding matters of business from the Clerk and Parish Councillors tasked with any actions.

14.1 Highways – traffic calming

14.2 Community Emergency Plan

14.3 Litter

15. Councillors Reports – to receive any news, issues or concerns from individual Parish Councillors.

16. Correspondence – to receive any correspondence that has not been previously circulated.

St Peters Church spire project.

17. Date of next meeting 6th July 2026

Appendix A. Items of expenditure to authorise and items of income to note.

Date	Payee/Payer	Description	Amount	Balance
28.02.2026	Unity Trust Bank	Service charge	-6.00	5,231.84
04.03.2026	Npower	Streetlight electricity	-40.05	5,191.79
20.03.2026	E.ON Energy Solution	Quarter 4 streetlight maintenance	-19.20	5,172.59
20.03.2026	Kerrie Vickers	Refreshments	-23.75	5,148.84
27.03.2026	Npower	Streetlight electricity	-33.25	5,115.59
27.03.2026	Kerrie Vickers	Salary March 2026	-253.19	4,862.40
31.03.2026	Unity Trust Bank	Service charge	-7.00	4,855.40
01.04.2026	NKDC	Precept	6750	11,605.40
22.04.2026	Unity Trust	Internal transfer	-4855	6,750.40
22.04.2026	Kerrie Vickers	Antivirus software reimbursement	-24.99	6,725.41
28.04.2026	Kerrie Vickers	Salary	-253.39	6,472.02
28.04.2026	HMRC	Tax/National Insurance	-59.40	6,412.62

Budget to note

Expenditure	Budget	Actual
Salaries	3,600.00	-297.79
Expenses	250.00	-15.00
Maintenance	1,500.00	0.00
Fee's/Subscriptions	400.00	0.00
Insurance	600.00	0.00
Office Running Costs	50.00	-24.99
Election Costs	200.00	0.00
S137 Expenditure	150.00	0.00
Total expenditure		-337.78
Income		
Precept	6,750.00	
Other income	4,855.00	
Total receipts	11,605.00	
Balance Sheet		
Balance B/FWD	29,867.77	
Precept		
Other receipts		
Staff costs		-297.79
All other payments		-39.99
	29,867.77	-337.78
Current Account	6,412.62	
Savings Account	29,867.37	
Balance of accounts	36,279.99	

Appendix B

Arthur J Gallagher	Insurance premium	Paid annually by BAC's
E.ON Energy	Street light maintenance contract	Paid quarterly by BAC's
HMRC	PAYE	Paid monthly by direct debit
ICO	Annual subscription	Paid annually by direct debit
Kerrie Vickers	Salary	Paid monthly by direct debit
Lincolnshire Association of Local Councils (LALC)	Annual subscription/training	Paid annually by BAC's
Microsoft	Software subscription	Paid annually by BAC's
NPower	Street light electricity	Paid monthly by direct debit
Unity Trust Bank	Service charge	Paid monthly direct from account

Appendix B

Schedule of regular payments due in relation to a continuing contract or obligation.