

## Aubourn and Haddington Parish Council

**Minutes of the Annual Parish Council Meeting held at the Estate Office in Aubourn Hall on 15<sup>th</sup> May 2025 at 7:00pm**

Agenda Item		Action by
<b>Welcome</b>		
<b>Election of Chairman 2024/25</b> Min. No. 2025.05.01	Nominations for Chair were called for by the Parish Clerk Councillor Rocks proposed Councillor Mosedale. This was seconded by Councillor Plackett-Smith and agreed by all and the acceptance of office form signed.	
<b>Appointment of Vice Chairman 2025/24</b> Min. No. 2025.05.1.2	Councillor Mosedale called for nominations for vice chair. Councillor Rocks proposed Councillor Plackett-Smith. This was seconded by Councillor Quince and agreed by all and the acceptance of office form signed.	
<b>Public Time &amp; District/County Councillors Reports</b> Min. No. 2025.05.02	<p><b>Public time.</b></p> <p>A member of the public expressed concerns regarding the lack of a footpath on Stone Lane and asked if this could be looked at. The Parish Clerk asked the person concerned to send in an email detailing the issue.</p> <p>A member of the public asked about the traffic issues in the Parish and asked the Parish Council to consider purchasing additional flashing signage and to add more repeater signs. Cllr Mosedale agreed to put up more speed repeater signs and the subject of the additional flashing signage would be put on a future meeting for discussion.</p> <p>A member of the public expressed concerns regarding antisocial behaviour at the Weir. Cllr Mosedale explained that the issues there had escalated since the removal of the gate which was removed because the access is a public byway. Discussions were had around getting the access downgraded to a bridleway and reinstating the gate. A representative from Aubourn Estate agreed to investigate this as did the Parish Clerk.</p> <p>Cllr Quince advised that he had recently contacted the PCSO Sarah Lingard regarding the antisocial behaviour at the Weir and advised that she had agreed to monitor the site when possible and asked anyone with any concerns to contact her themselves.</p> <p>A member of the public asked if the Parish Council had any objections to the bus stop on Bassingham Road being moved. The Parish Council had no objections.</p> <p><b>District and County Council Updates</b></p> <p>Apologies were accepted from LCC Marianne Overton. District Councillor Peter Overton introduced himself to the members of the public present and gave out copies of the main business summary for 2024/25.</p>	

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	District Councillor Mitch Elliott introduced himself to the members of the public present and offered advise and guidance on matters that had been raised in the public time.	
<b>Formal Council Session</b>	Formal session commenced at 19:36	
<b>Present</b> Min. No. 2025.05.03	Councillor Mosedale (Chair), Councillor Plackett-Smith (Vice Chair), Councillor Quince, Councillor Rocks,. Ms Vickers (Parish Clerk).	
<b>Apologies for Absence</b> Min. No. 2025.05.04	Councillor Mosedale advised that himself and the Clerk had received the formal resignation from the Parish Council of Carrie Page. The Parish Council would like to express thanks to Carrie for the time she has spent with them and wish her all the best. Councillor Mosedale added that this now presented a vacancy and asked any interested parties to get in touch.	Parish Clerk to contact NKDC
<b>Declarations of Interest</b> Min. No. 2025.05.05	To receive Declarations of Interest In accordance with The Localism Act 2011  None	
<b>Minutes of Previous Meeting</b> Min. No. 2025.05.06	Minutes of the last Annual Parish Council meeting held on 30 <sup>th</sup> May 2024 were agreed and signed as a correct record.	
<b>Admission to Meetings Act 1960</b> Min. No. 2025.05.7	No items were proposed to be heard in a closed session.	

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<p><b>Review</b> Min. No. 2025.05.8</p> <p>Min. No. 2025.05.8.1</p> <p>Min. No. 2025.05.8.2</p> <p>Min. No. 2025.05.8.3</p> <p>Min. No. 2025.05.8.4</p> <p>Min. No. 2025.05.8.5</p>	<p><b>Asset Register</b> - The asset register was reviewed and agreed.</p> <p><b>Standing Orders</b> – The amended Standing Orders had been previously circulated. It was unanimously agreed to adopt them.</p> <p><b>Financial Standing Orders</b> - The amended Financial Standing Orders had been previously circulated. It was unanimously agreed to adopt them.</p> <p><b>Continued use of payments via cheque, Direct Debit and bank transfer.</b> - It was unanimously agreed to continue with these methods of payment.</p> <p><b>Schedule of regular payments</b> – The schedule of regular payments as previously circulated was unanimously agreed as per the list below;  Ms K Vickers - salary and agreed expenses  HMRC - tax/NI  Mr A Ogg - gardening services  HJ Nevile – room hire  Eon Energy – Street light maintenance  Eon Next – Clock Tower electricity  NPower Business – streetlight electricity  Unity Trust Bank – bank charges</p>	<p>Parish Clerk</p> <p>Parish Clerk</p>
<p><b>Finance</b> Min. No. 2025.05.9</p> <p>Min. No. 2025.05.9.1</p> <p>Min. No. 2025.05.9.2</p>	<p>The bank reconciliation was noted and agreed with the bank statements presented. <b>Appendix A</b></p> <p>The list of payments made and received were noted and agreed. <b>Appendix B</b></p>	
<p><b>Planning</b> Min. No. 2025.05.10</p>	<p><b>The following planning decisions were noted.</b></p> <p>i. Application 25/0177/HOUS 2 Hawthorn Corner Aubourn. Single story rear extension to include roof terrace. – Approved</p> <p>ii. Application 25/0091/PAR Blackmoor Farm Blackmoor Road Aubourn. Change of use of agricultural shed to Class E (g)(iii) use and Class B8 (storage and distribution) - Approved</p>	
<p><b>Clerks Report</b> Min. No. 2025.05.11</p>	<p>The Parish Clerk has attempted to gain quotes to sand and stain the floor and has only received 1 quote which is £1645.09.</p> <p>As the goal is to get using the Clock Tower again during the Summer and due to the lack of interest in doing the job, Councillor Mosedale proposed to accept the quote which was unanimously agreed.</p>	<p>Parish Clerk</p>

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<b>Maintenance Program</b> Min. No. 2025.05.12	Councillor Mosedale advised he is still waiting for the quote for the stonework repairs and would chase this up.	Cllr Mosedale
<b>Streetlights</b> Min. No. 2025.05.13	To complete the upgrading of the streetlights project, there are 6 remaining lights to do. A quote has been received of £2100. The Parish Clerk advised that she had just sent off the VAT return which as agreed previously would cover this invoice. It was unanimously agreed to go ahead and complete the project.	Parish Clerk
<b>Defibrillator</b> Min. No. 2025.05.14	Following a request from a member of the public, the Parish Clerk advised that the maintenance agreement for the defibrillator had now been taken over by the Parish Council and advised that the online report needed to be submitted on a monthly basis. Cllr Quince agreed to take on this duty.	Cllr Quince
<b>Correspondence</b> Min. No. 2025.05.15	Relocation of bus stop on Bassingham Road. Following a request from a member of the public the Parish Council agreed to support the request to relocate the bus stop on Bassingham Road.	
<b>Nevile/Summers Charity</b> Min. No. 2025.05.16	No updates.	
<b>Individual Parish Councillor reports</b> Min. No. 2025.05.15	Cllr Rocks expressed concern regarding some trees in the river and asked if it was known if this was a deliberate action or not. Cllr Mosedale agreed to speak to someone at the Environment Agency.	Cllr Mosedale
<b>Date of remaining meetings 2025/26</b> Min. No. 2025.05.16	It was proposed to hold future meetings on the first Tuesday of every other month. Cllr Mosedale asked everyone to check their diaries, and this would be agreed at the following meeting.	All
Date of next Meeting Min. No. 2025.05.17	An extra ordinary meeting will be held on Thursday 22 <sup>nd</sup> May 2025 to agree the Annual Governance Return.	
	The meeting concluded at 8pm. Cllr Mosedale thanked everyone for their attendance and input.	

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## Appendix A

Account 1	Budget 2024/25 Income	Actual
BBFW £803.04		803.04
Precept 2		19,972.00
Other income 3		0.00
<b>Total</b>	<b>0</b>	<b>20,775.04</b>
<b>Expenditure</b>		
Parish Clerk salary 4	4200	-£399.60
Parish Clerk agreed expenses	240	-£20.00
Clock Tower	2160	-£23.89
Clock Tower Flooring (paid from grants)	0	£0.00
Electricity street lighting	5000	£0.00
Street light maintenance	3000	£0.00
Subscriptions	150	-£154.86
Other maintenance expenses/adhoc purchases	1000	£0.00
Grass cutting	700	£0.00
Insurance	1600	£0.00
Audit	200	£0.00
section 137 budget	150	£0.00
Office running costs/training 5	1000	-£6.00
<b>Total Expenditure</b>		<b>(604.35)</b>
<b>Current Balance Account 1</b>	<b>20,170.69</b>	
<b>Current Balance Account 2</b>	<b>£ 18,567.57</b>	
<b>Balance</b>	<b>38,738.26</b>	

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## Appendix B

Date	Payment	Details	Expenditure	Income
01.04.2025	NKDC	Precept		19,972.00
01.04.2025	E.ON Next Ltd	Clock Tower electricity	- 22.89	
28.04.2025	Ms K Vickers	Salary	- 383.60	
28.04.2025	HMRC	PAYE	- 36.00	
28.04.2025	Diocese of Lincoln	Rent	- 1.00	
28.04.2025	LALC	Annual subscription	- 154.86	
30.04.2025	Unity Trust Bank	Monthly fee	- 6.00	
		Total	- 604.35	19,972.00
				-
		Balance	20,170.69	

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