

# Aubourn and Haddington Parish Council

Members of the Parish Council are summoned to the Parish Council Meeting to be held on Tuesday 2<sup>nd</sup> September 2025 at 7pm in the Estate Office, Aubourn Hall. LN5 9DZ.

There will be a 20-minute public forum prior to the meeting when members of the public may ask questions or make short statements to the Council, and your attendance is also requested during this period.

Signature K Vickers. Clerk to the Parish Council.

Agenda Item	
Welcome	
01. Public Time and County/ District Council updates	Public Forum.
<b>Formal Council Session</b>	
02. Present	
03. Apologies	
04. Declarations of Interest	To receive Declarations of Interest In accordance with The Localism Act 2011 and to consider any requests for dispensations
05. Minutes of Previous Meeting	To approve, the minutes of the Parish Council meeting held 1 <sup>st</sup> July 2025 which are available to view on the Parish Council website <a href="#">here</a> .
06. Admission to Meetings Act 1960	To consider whether the Parish Council will move any items on the agenda to a closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 as per Standing Order 7h. Should this resolution be passed the public and press will be required to leave the meeting at this stage
07. Finance Report	<ul style="list-style-type: none"><li>• To authorise payments &amp; note income received. Appendix A</li><li>• To receive the bank reconciliation. Appendix B</li><li>• To note the increase in the Parish Clerk's salary as per the terms and conditions set out in the contract of employment. 0.53p per hour backdated to April 2025.</li><li>• To note the receipt of Section 3 – External Auditor's Report and Certificate 2024/25 and the conclusion of the AGAR 2024/25 which can be viewed on the Parish Council website <a href="#">here</a>.</li><li>• To decide if the Parish Council wishes to engage the services of LALC for the AGAR process 2025/26.</li><li>• To note the conclusion of quarter 1 2025/26 internal audit check which can be viewed on the Parish Council website <a href="#">here</a>.</li></ul>
08. Planning	To note the decision on the following planning application.  Application 25/0339/LBC Old Church Cottage Harmston Road Aubourn- approved

09. Clerks Report	<p>Clerks update, review of ongoing actions from previous meetings.</p> <p>Clock Tower Insurance – to receive an update.</p> <p>Feasibility Study – to discuss the viability of continuing with the funding application.</p>
10. Clock Tower	<p>To discuss the steps required to make the Clock Tower usable, to include cleaning, heating and fire safety equipment checks and agree a budget.</p> <p>To discuss longer-term plans for maintenance issues and grant opportunities</p>
11. Volunteer Support Scheme	To decide if the Parish Council should put in an application to the County Council Volunteer Scheme for The Clock Tower to be deep cleaned along with the installation of some kitchen units.
12. Community Emergency Plan	To discuss whether the Parish Council should develop a Community Emergency Plan.
13. General Maintenance	<p>To discuss any general maintenance issues.</p> <p>Notice Board at Clock Tower. Quotes circulated. To discuss whether the Parish Council should purchase a new noticeboard.</p>
14. Fosse Green Energy Solar Farm Project	To receive an update and decide if the Parish Council should register with the Planning Inspectorate to enable the Parish Council to submit feedback on the application.
15. Correspondence received not already on the agenda	To discuss any correspondence received that has not been circulated or previously discussed.
16. Nevile/Summers Charity	To receive any news/updates
17. Councillors Reports	To receive any news/updates
18. Date of Next Meeting	4 <sup>th</sup> November 2025

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Appendix A

Finance Report 3 2025/26				
Current Account/Precept		Balance B/F from previous report	20,951.64	
Date	Payment	Details	Expenditure	Income
27.06.2025	E.ON Energy	Qtr 1 streetlight maintenance	- 123.00	
27.06.2025	E.ON Energy	Upgrade of 6 x lanterns	- 2,520.00	
27.06.2025	LALC	Internal Audit	- 198.00	
30.06.2025	HMRC	PAYE	- 36.00	
30.06.2025	Ms K Vickers	Salary	- 383.60	
30.06.2025	Unity Trust Bank	Service charge	- 6.00	
01.07.2025	E.ON Next Ltd	Clock Tower electricity	- 22.89	
18.07.2025	Trent Property Services	Clock Tower floor - payment 1	- 822.54	
18.07.2025	HJ Nevile & Son	Room hire	- 40.00	
31.07.2025	Ms K Vickers	Salary	- 383.40	
31.07.2025	HMRC	PAYE	- 36.20	
31.07.2025	Mr A Ogg cheques no 300028	Grass cutting June	- 140.00	
31.07.2025	Unity Trust Bank	Service charge	- 6.00	
01.08.2025	E.ON Next Ltd	Clock Tower electricity	- 32.56	
15.08.2025	Information Commissioners Office	Data protection compliance	- 47.00	
19.08.2025	Mr A Ogg cheques no 300029	Grass cutting July	- 140.00	
19.08.2025	PFK Littlejohn LLP	External audit services	- 252.00	
19.08.2025	Trent Property Services	Clock Tower floor - payment 2	- 822.55	
		<b>Total</b>	- <b>6,011.74</b>	
		<b>Balance of current account</b>	<b>14,939.90</b>	
<b>Instant Access Account</b>		Expenditure	Income	CF
		Interest payment	108.61	18,567.57
		<b>Balance of instant access account</b>		<b>18,676.18</b>
<b>Total of Accounts Combined</b>		<b>Balance to carry forward</b>	<b>33,616.08</b>	
Breakdown of Instant Access				
Parish Council Reserves BF	15,999.60		132.90	16,497.59
Clock Tower Account BF	4,891.38	2,847.00	25.60	2,069.98
				18,567.57

