

## Aubourn and Haddington Parish Council

### Minutes of the Parish Council Meeting held at the Estate Office in Aubourn Hall 2<sup>nd</sup> September 2025 at 19:00

Agenda Item		Action by
<b>Welcome</b>	Councillor Mosedale welcomed everyone to the meeting and opened up the floor to the public.	
<b>Public Time</b> <b>County/District Council Updates</b>  Min. No.2025.09.01	<p>Several members of the public were in attendance, who were all residents of the Parish and overall, their attendance at the meeting was to stress their concerns to the Parish Council regarding proposals for a campsite(s) on Aubourn Estate following the recent trial as advised at a public consultation meeting held recently with Aubourn Estate.</p> <p>The concerns of the residents were heard and the Parish Council advised that should the Estate consult with the Parish Council about the proposals, these concerns would be raised and if planning permission is needed, the Parish Council will be mindful of the concerns when consulted by NKDC planning department.</p> <p>Concerns were expressed regarding the road layout at Suttons Corner and the suggestion that it should be a one-way system with traffic exiting Moor Lane needing to go along Chapel Lane and Royal Oak Lane to access Harmston Road. Drivers unfamiliar with the current layout are often not aware that the small section at this corner is currently 2-way traffic making it a potential accident hotspot.</p> <p>The Parish Council will investigate this and the signage at this point.</p> <p>A question was raised regarding previous requests for the installation of village gates in an attempt to discourage vehicles driving at speed into the villages. Cllr Mosedale advised that the Parish Council has not made a decision about this yet as there are issues around getting permission from Highways due to the lack of available space on the verges. If a suitable location were found, it would be a possibility for the future.</p> <p>District Council/County Council updates.            Apologies were received from District Councillor Mitch Elliott and County Councillor Marianne Overton.            District Councillor Peter Overton gave an update on the Devolution and Local Government Reorganisation Project.</p>	All
<b>Formal Session</b>	Formal session commenced at 19:50 Cllr Mosedale paid tribute to Mrs Pat Woodman MBE, following the sad news of her passing. Pat worked tirelessly on behalf of the Parish for many years. First as a District Councillor and later as a Parish Councillor holding the position of Chairman for over 20 years. She will be sadly missed.	

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<p><b>Present</b> Min. No. 2025.09.02</p>	<p>Councillor (Cllr) John Mosedale (Chair), Cllr Hugh Nevile, Cllr Julie Plackett-Smith (Vice Chair), Cllr Lynne Rocks, Kerrie Vickers (Parish Clerk).</p>	
<p><b>Apologies</b> Min. No. 2025.09.03</p>	<p>Apologies were received and accepted from Cllr Mark Quince.</p>	
<p><b>Declarations of Interest</b> Min. No. 2025.09.04</p>	<p>To receive Declarations of Interest In accordance with The Localism Act 2011 - None</p>	
<p><b>Minutes of Previous Meeting</b> Min. No. 2025.09.05</p>	<p>Notes taken at the Parish Council Meeting held 1<sup>st</sup> July 2025 were approved and signed as a true record of events.</p>	
<p><b>Admission to Meetings Act 1960</b> Min. No. 2025.09.06</p>	<p>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.</p> <p>No items were deemed necessary to be held in a closed session.</p>	
<p><b>Clock Tower</b> Min. No. 2025.09.07</p>	<p>Cllr Mosedale proposed moving agenda item 10 – Clock Tower - forward for the benefit of Cllr Overton who had expressed an interest in this item. This was agreed by all.</p> <p>Cllr Mosedale advised that a meeting had been held recently at the Clock Tower with the Conservation Officer from North Kesteven District Council regarding the work needed on the building. The advice from the officer was that listed building consent would be needed for the proposed work and as the work would have to be done in stages due to funding, he suggested the Parish Council develop a 3-year plan so consent can be given for all the work. Cllr Mosedale will put together a 3-year plan and liaise with NKDC and the Parish Clerk will look at grant opportunities.</p> <p>1 quote has been received for the stonework. Cllr Mosedale agreed to seek additional quotes.</p> <p>Discussions around the future use of the Clock Tower included the possibility of creating parking space. Parish Clerk to investigate this.</p> <p>Following the completion of the work to the floor, the building needs deep cleaning before thoughts can turn to purchasing new heaters and lighting and any items necessary to reopen and start using the building.</p> <p>It was agreed to bring forward agenda item 11- Volunteer Support Scheme - and the Parish Clerk advised that Lincolnshire County Council were holding a scheme in collaboration with their partners where each County Councillor</p>	<p>Cllr Mosedale Parish Clerk</p> <p>Cllr Mosedale</p> <p>Parish Clerk</p>

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	<p>could nominate a project where labour was provided free of charge. The clerk asked if the Parish Council would like to submit an application for the Clock Tower to be deep cleaned and for some kitchen units to be fitted as the previous units had fallen apart whilst they were being removed when the flooring was replaced.</p> <p>The Parish Council unanimously agreed that an application should be submitted, and the Parish Council would provide the necessary materials involved as per the conditions of the scheme.</p>	Parish Clerk
<p><b>Finance Report</b> Min. No. 2025.09.08</p>	<ul style="list-style-type: none"> <li>i. The payments as per Appendix A were noted and agreed.</li> <li>ii. The year-to-date budget and bank reconciliation as per Appendix B was noted.</li> <li>iii. 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 was noted.</li> <li>iv. 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>. was noted.</li> <li>v. Following a discussion, it was unanimously agreed that the Parish Council would engage the services of LALC for the AGAR process 2025/26.</li> <li>vi. The conclusion of quarter 1 2025/26 internal audit check which can be viewed on the Parish Council website <a href="#">here</a> was noted.</li> </ul>	Parish Clerk
<p><b>Planning</b> Min. No. 2025.09.09</p>	<p>The decision on the following planning application was noted</p> <p>Application 25/0339/LBC Old Church Cottage Harmston Road Aubourn-approved</p>	

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<p><b>Clerks Report</b> Min. No. 2025.09.10</p>	<p>Clerks update, review of ongoing actions from previous meetings not otherwise on the agenda.</p> <p><b>Clock Tower insurance.</b> The Parish Clerk advised that she had contacted the insurance company once again and asked for an explanation regarding the public liability section of the insurance cover. She was advised that after further discussions, the underwriters had now agreed that the public liability section of the insurance policy did cover the Clock Tower.</p> <p>After discussions with the Diocese of Lincoln’s estate team and a member of the Diocesan Advisory Committee, it has become evident that many listed buildings do not have building insurance cover and whilst not an ideal situation, with the public liability insurance in place, the building could now be used again.</p> <p><b>Feasibility Study</b> Following a discussion with a member of the board of Lincolnshire Heritage, the Parish Clerk asked the Parish Council if the grant funding application for the feasibility study should be put on hold until the time when the Parish Council has a firmer idea regarding the future use of the building. This was agreed and a residents consultation event suggested. This will be looked at again once the building is ready for visitors.</p>	<p>All</p>
<p><b>Community Emergency Plan</b> Min. No. 2025.09.11</p>	<p>The Parish Clerk advised that she had recently attended the LALC summer conference and had attended a briefing on developing a community emergency plan. She gave a brief outline of the idea and advised that there would be a lot of work involved initially to set up the plan and assistance from residents would be needed.</p> <p>It was agreed to get some more information regarding this.</p>	<p>Parish Clerk</p>
<p><b>General Maintenance</b> Min. No. 2025.09.12</p>	<p>Notice board at Clock Tower. Quotes had previously circulated with options for a new noticeboard. Following the earlier discussion regarding the future of The Clock Tower and the hope to make the site a community hub, it was unanimously agreed to hold off making a decision until a later date.</p>	
<p><b>Fosse Green Energy Solar Farm Project</b> Min. No. 2025.09.13</p>	<p>Cllr Mosedale gave an update on the status of the project. If the Parish Council wish to submit any comments regarding the application, they need to be registered with the Planning Inspectorate. It was unanimously agreed that the Parish Council would submit comments as previously discussed and Cllr Mosedale would register.</p>	<p>Cllr Mosedale</p>

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<b>Correspondence Received</b>  Min. No. 2025.09.14	None.	
<b>Nevile/Summers Charity</b> Min. No. 2025.09.15	Following the sad news of the passing of Mrs Pat Woodman MBE, the trust was now without a secretary and would be holding a meeting to address this.	
<b>Individual Councillors Reports</b>  Min. No. 2025.09.16	Cllr Nevile raised the lack of 30mph repeater signs on Harmston Road and also reported the poor state of some of the street name signs in the Parish. Cllr Nevile agreed to send the clerk details of the signs that are in need of attention. The Parish Clerk will request additional 30mph repeater signs from Highways.	Cllr Nevile  Parish Clerk
<b>Date of next meeting</b> Min. No. 2025.09.17	Tuesday 4 <sup>th</sup> November 2025	
	Cllr Mosedale thanked everyone for their contributions at the meeting closed at 21:00.	

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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

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## Appendix B Bank Reconciliation

Account 1	Budget 2024/25 Income	Actual	Account 2			Date	Balance bfwd 01.04.2025
BBFW £803.04		803.04	Balance BFW		£ 18,567.57		19,370.61
Precept 2		19,972.00			£ 18,567.57	01.06.2025	Interest paid in
Other income 3		2,319.11			£ 18,676.18		
Interest 3		108.61			£ 18,676.18		
					£ 18,676.18		
					£ 18,676.18		
					£ 18,676.18		
					£ 18,676.18		
<b>Total</b>	<b>0</b>	<b>23,202.76</b>			£ 18,676.18		
					£ 18,676.18		
<b>Expenditure</b>					£ 18,676.18		
Parish Clerk salary 4	4200	-£1,598.40					
Parish Clerk agreed expenses	240	-£80.00					
Clock Tower	2160	-£1,770.21					
Electricity street lighting	5000	£0.00					
Street light maintenance	3000	-£2,643.00					
Subscriptions	150	-£201.86					
Other maintenance expenses/adhoc purchases	1000	£0.00					
Grass cutting	700	-£560.00					
Insurance	1600	-£726.78					
Audit	200	-£450.00					
section 137 budget	150	£0.00					
Office running costs/training 5	1000	-£124.00					
<b>Total Expenditure</b>		<b>(8,154.25)</b>					
<b>Current Balance Account 1</b>	<b>14,939.90</b>						
<b>Current Balance Account 2</b>	<b>£ 18,676.18</b>						
<b>Balance</b>	<b>33,616.08</b>						

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