

Aubourn and Haddington Parish Council

Minutes of the Parish Council Meeting held at the Estate Office in Aubourn Hall 4th November 2025 at 19:00

Agenda Item		Action by
Welcome	Councillor Mosedale welcomed everyone to the meeting and opened the floor to the public.	
Public Time County/District Council Updates Min. No.2025.11.01	Members of the public updated the parish council on the Community Speed Watch group and advised that they have done the online training and are now ready for the official safety training but were encountering problems with getting the training arranged. Cllr Mosedale agreed to contact the Road Safety Partnership and the Police and Crime Commissioners’ officer to request that the training is provided as soon as possible. A member of the public asked if there were any updates regarding the drainage issues. Cllr Plackett-Smith advised that Aubourn Estate has undertaken some work which has included clearing out the pond. The office manager Sally is liaising with one of the residents affected by flooding. A resident asked about traffic statistics and Cllr Mosedale advised that the website contained all the relevant data on the homepage under the heading Traffic Monitoring. Traffic issues were discussed and the clerk recommended sending an invitation to the Leader of County Council Councillor Matthews to discuss the ongoing issues, which was agreed. Apologies were received from District Councillors Elliot and Overton and County Councillor Overton.	Cllr Mosedale Parish clerk
Formal Session	Formal session commenced at 19:20	
Present Min. No. 2025.11.02	Councillor (Cllr) John Mosedale (Chair), Cllr Mark Quince, Cllr Julie Plackett-Smith (Vice Chair), Cllr Lynne Rocks, Kerrie Vickers (Parish Clerk).	
Apologies Min. No. 2025.11.03	Apologies were received and accepted from Cllr Hugh Nevile.	
Declarations of Interest Min. No. 2025.11.04	To receive Declarations of Interest In accordance with The Localism Act 2011 - None	

Please be advised that these are notes of the meeting taken by the Parish Clerk and cannot in any way be regarded as official minutes of Parish Council proceedings until approved and signed at the next meeting.

Minutes of Previous Meeting Min. No. 2025.11.05	Notes taken at the Parish Council Meeting held 2 nd September 2025 were approved and signed as a true record of events.	
Admission to Meetings Act 1960 Min. No. 2025.11.06	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. No items were deemed necessary to be held in a closed session.	
Finance Report Min. No. 2025.11.07	i. The payments as per Appendix A were noted and agreed. ii. The year-to-date budget and bank reconciliation as per Appendix B were noted.	
Planning Min. No. 2025.11.08	The following planning application decision was noted. 25/0836/PNND - Application under Class Q of the Town and Country Planning (General Permitted Development) Order for prior approval for change of use from agricultural barns to 2no.dwellings (C3). Location: Bridge Farm Main Street Haddington. – Decision – prior approval not required.	
Clerks Report Min. No. 2025.11.09	Clerks update, review of ongoing actions from previous meetings not otherwise on the agenda. Highways – Suttons Corner The clerk advised that she has consulted LCC highways requesting additional signage/road markings. Highways are looking into this. Clerk to chase.	Parish Clerk
Clock Tower Min. No. 2025.11.10	Clerks update, review of ongoing actions from previous meetings not otherwise on the agenda. • Quotes for stonework restoration Cllr Mosedale advised that he is still waiting for some of the quotes and agreed to chase them up. • Listed building consent 3-year schedule Cllr Mosedale advised that he is getting the planning application prepped.	Cllr Mosedale Cllr Mosedale

Please be advised that these are notes of the meeting taken by the Parish Clerk and cannot in any way be regarded as official minutes of Parish Council proceedings until approved and signed at the next meeting.

	• Cleaning The clerk advised that she has recently met with a cleaning company on site to discuss the requirements and advised that it would be prudent to dispose of all the items that are no longer needed before the deep cleaning. This was agreed. • Skip hire It was agreed to hire a skip. • Heating The clerk had circulated some heating proposals prior to the meeting. It was agreed to investigate this and source quotes for heating and lighting. The clerk advised that the planning application may need to include these if the heaters chosen are ceiling mounted. • The provision of off-road car parking spaces. The clerk advised that she has consulted the Diocese of Lincoln's office regarding adding car parking spaces in the grounds. The response was positive, and assistance offered regarding the planning application. To be progressed.	All Parish Clerk All All
General Maintenance Min. No. 2025.11.11	N/a.	
Defibrillator Training Min. No. 2025.11.12	Cllr Plackett-Smith advised that she has been approached about training.	
AGAR Assertion 10 Criteria Min. No. 2025.11.13	i. Consider the adoption of an IT Policy as previously circulated to Councillors. ii. The clerk advised that to meet the criteria for the 2026/27 Annual Governance and Accountability Return Assertion 10 declaration that requires the Parish Council to formally prove digital and data compliance, the Parish Council would need to adopt an IT Policy. The clerk has previously circulated the proposed policy. It was agreed to adopt the policy and training needs were noted and would be addressed. iii. Consider if the Parish Council should purchase a .gov.uk or .org email address. The clerk advised that the Assertion 10 declaration also requires the Parish Council to use a council owned domain for the website and emails. It was agreed that compliance would be met. The parish clerk will investigate this.	All All

Please be advised that these are notes of the meeting taken by the Parish Clerk and cannot in any way be regarded as official minutes of Parish Council proceedings until approved and signed at the next meeting.

Lost Village Donation Min. No. 2025.11.14	The clerk advised that a grant donation has been received from the organisers of the Lost Village Festival. The parish council would like to once again thank the organisers of the festival for this generous donation.	
Correspondence Min. No. 2025.11.15	The clerk advised that the County Councillor for Thorpe on the Hill has asked if the parish council would consider loaning the portable speed indicator device (SID) to Thorpe. Cllr Mosedale advised that the SID did not belong to the parish council and was loaned from Bassingham and Thurlby.	
Nevile/Summers Charity Min. No. 2025.11.16	The next meeting will be held on 18 th November 2025 to discuss funding.	
Individual Councillors Reports Min. No. 2025.09.16	Cllr Quince advised that the main defibrillator pads had expired and the spare pads were also approaching expiry. The parish council has only taken over the management of the defibrillator this year which was previously managed by a resident. A maintenance package is in place, however communication with the company has been very poor. Cllr Quince will continue to chase up the pads and update the online data accordingly and a decision regarding the continuance of the contract will be debated at the contract renewal stage. Cllr Rocks advised she had reported the footpath on Harmston Road being overgrown and dangerous to walk on forcing pedestrians to walk on the road. She has received a response that this has been added to the program of works and will be monitored as part of routine inspections. Cllr Rocks suggested the parish council request for signage to be added to Harmston Road alerting drivers to be mindful of horse riders. This will be added to the list for discussion. Cllr Plackett-Smith advised that she has put the poppy wreaths on the war memorial and proposed that a donation be given to the Royal British Legion. Cllr Mosedale proposed a donation of £50. This was agreed by all. Cllr Mosedale advised that the speed indicator devices were being left in the main traffic hot spots for an extended period.	Cllr Quince All All Parish Clerk
Date of next meeting Min. No. 2025.11.17	6 th January 2026	
	Cllr Mosedale thanked everyone for their contributions at the meeting closed at 21:15.	

Please be advised that these are notes of the meeting taken by the Parish Clerk and cannot in any way be regarded as official minutes of Parish Council proceedings until approved and signed at the next meeting.

Appendix A

Current Account/Precept		Balance B/F from previous report	14,939.90	
Date	Payment	Details	Expenditure	Income
29.08.2025	HMRC	PAYE	- 55.73	
29.08.2025	Ms K Vickers	Salary and agreed expenses	- 434.40	
31.08.2025	Unity Trust Bank	Service charge	- 6.00	
01.09.2025	E.ON Next Ltd	Clock Tower electricity	- 32.56	
03.09.2025	Npower Business	Streetlight electricity	- 811.59	
03.09.2025	E.ON Energy	Qtr 2 streetlight maintenance	- 97.80	
04.09.2025	HJ Nevile & Son	Room hire	- 40.00	
18.09.2025	Mr A Ogg cheque 300030	Grass cutting + cutback tree's	- 240.00	
30.09.2025	HMRC	PAYE	- 38.60	
30.09.2025	Ms K Vickers	Salary and agreed expenses	- 393.72	
30.09.2025	Unity Trust Bank	Service charge	- 6.00	
01.10.2025	E.ON Next Ltd	Clock Tower electricity	- 32.56	
14.10.2025	Mr A Ogg cheque no. 300031	Grass cutting	- 140.00	
28.10.2025	LALC	Councillor induction training	- 42.00	
28.10.2025	Ms K Vickers	Microsoft subscription	- 59.99	
28.10.2025	HMRC	PAYE	- 38.60	
28.10.2025	Ms K Vickers	Salary and agreed expenses	- 393.72	
28.10.2025	Ms K Vickers	Norton antivirus subscription	- 29.99	
		Total	- 2,893.26	
		Balance of current account	12,046.64	
Instant Access Account		Expenditure	Income	CF
				18,676.18
		Interest payment		105.92
		Balance of instant access account		18,782.10
Total of Accounts Combined		Balance to carry forward	30,828.74	
Breakdown of Instant Access		Expenditure	Income	Balance
Parish Council Reserves BF	16,606.20		105.92	16,712.12
Clock Tower Account BF	2,069.98			2,069.98

Please be advised that these are notes of the meeting taken by the Parish Clerk and cannot in any way be regarded as official minutes of Parish Council proceedings until approved and signed at the next meeting.

Appendix B

Account 1		Budget 2025/26 Income	Actual
BBFW £803.04			803.04
Precept	2		19,972.00
Other income	3		2,319.11
Interest	3		214.53
Total		0	23,308.68
Expenditure			
Parish Clerk salary	4	4200	-£2,893.17
Parish Clerk agreed expenses		240	-£140.00
Clock Tower		2160	-£1,835.33
Electricity street lighting		5000	-£811.59
Street light maintenance		3000	-£2,740.80
Subscriptions		150	-£154.86
Other maintenance expenses/adhoc purchases		1000	£0.00
Grass cutting		700	-£940.00
Insurance		1600	-£726.78
Audit		200	-£450.00
section 137 budget		150	£0.00
Office running costs/training	5	1000	-£354.98
Total Expenditure			(11,047.51)
Current Balance Account 1		12,046.64	
Current Balance Account 2	£	18,782.10	
Balance		30,828.74	

Please be advised that these are notes of the meeting taken by the Parish Clerk and cannot in any way be regarded as official minutes of Parish Council proceedings until approved and signed at the next meeting.