

## Aubourn and Haddington Parish Council

**Members of the Parish Council are summoned to the Parish Council Meeting to be held at 6pm, 09 November 2023 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	
Public Time	
County/District Council Updates	To receive any updates from County/District Councillors
<b>Formal Council Session</b>	
Apologies	
Declarations of Interest	To receive Declarations of Interest In accordance with The Localism Act 2011 and to consider any requests for dispensations
Minutes of Previous Meeting	To approve the notes taken at the Parish Council meeting held 05 September 2023 and the Extraordinary meeting held 16 October 2023 as minutes.
Finance Report	<ul style="list-style-type: none"> <li>• To receive the bank reconciliation</li> <li>• To authorise payments &amp; note income received. <b>Appendix A</b></li> <li>• To receive the year-to-date budget <b>Appendix B</b></li> <li>• To note Quarter 2 internal audit check</li> <li>• To authorise cheque payment £140.00 – Grass cutting</li> </ul>
Clerks Report	<p>Clerks update, recent correspondence and review of ongoing actions; Ongoing actions :</p> <ul style="list-style-type: none"> <li>• <b>Bridge Road streetlights</b> To discuss the quote from the electrical testing company and next steps.</li> <li>• <b>Clock Tower</b> To discuss the maintenance issues and quotes received. Quotes previously circulated to Councillors. To discuss the insurance.</li> </ul>
Asset Register	To agree the revised asset register following evaluation
Street Light Program of Replacements	To consider the quote from Eon to replace the next batch of sodium lanterns to LED. Quote previously circulated to Councillor's.
Planning	To note 23/0831/HOUS 1 Bassingham Road Aubourn. Application approved.
Flooding	To discuss the flooding issues.
Highways	To discuss signage and traffic.
Parish Online	To consider signing up to Parish Online.
Procurement	To consider a donation to The Royal British Legion To consider the purchase of a Christmas Tree
Nevile/Summers Charity	To receive any updates
Chairmans/ Councillors Reports	To receive any updates
Items for Next Agenda	
Date of Next Meeting	

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<b>Appendix A</b>				
<b>Current Account</b>		<b>Balance B/F from previous report</b>	<b>24584.90</b>	
<b>Date</b>	<b>Payee</b>	<b>Details</b>	<b>Expenditure</b>	<b>Income</b>
25.08.2023	Ms K Vickers	Salary August 2023	314.72	
01.09.2023	E.ON. NEXT	Clock Tower Electricity	59.06	
04.09.2023	HMRC	VAT refund		1400.11
07.09.2023	Mr B Mitchell	Paint	19.20	
07.09.2023	Ms K Vickers	Salary arrears	58.08	
07.09.2023	Miss A Bowley	Cleaning	20.00	
07.09.2023	Eon Energy	Streetlight maintenance Qtr 2	162.00	
07.09.2023	Ms K Vickers	Cleaning supplies	11.97	
11.09.2023	A Ogg	Grass cutting	280.00	
20.09.2023	Eon Energy	Street lantern replacement	420.00	
29.09.2023	Ms K Vickers	Salary September 2023	320.00	
30.09.2023	Unity Trust Service	Service Charge	18.00	
02.10.2023	E.ON. NEXT	Clock Tower Electricity	59.06	
02.10.2023	National Grid	Makesafe lamp column 11/05/2023	424.55	
20.10.2023	Hiscox	Insurance Payment ref streetlight		1663.75
23.10.2023	E.ON. NEXT	Clock Tower electricity refund		196.20
25.10.2023	Ms K Vickers	Reimburse for purchase of PC laptop	499.00	
25.10.2023	Npower Business	Streetlight electricity	596.28	
		Total Transactions	3261.92	3260.06
		<b>Balance C/F</b>	<b>24583.04</b>	
<b>Clock Tower Account</b>				
		<b>Balance B/F from previous report</b>	<b>3062.65</b>	
<b>Date</b>	<b>Payee</b>	<b>Details</b>	<b>Expenditure</b>	<b>Income</b>
		Interest		20.8
		<b>Balance C/F</b>	<b>3083.45</b>	

<b>Appendix B</b>					
<b>Account 1</b>	<b>Budget 2023/24 Income</b>		<b>Account 2 (Clock Tower)</b>		
Reserve Balance BFWD	12,604.30		Balance BFWD	3,045.50	
Precept	18,580.00			3,062.65	17.15
Other income	1,903.75			3,083.45	20.80
VAT Refund	1,400.11			3,083.45	
			<b>Balance</b>	3,083.45	
<b>Total</b>	<b>34,488.16</b>				
<b>Expenditure</b>	<b>Budget</b>	<b>Actual</b>			
Electricity Clock Tower	296.00	217.22			
Electricity Street Lighting	2,600.00	1,664.90			
Street Light Maintenance	541.00				
Street Light Repairs	5,000.00				
Subscriptions (LALC)	154.00	142.07			
Parish Clerk Salary	3,200.00	1,831.68			
Parish Clerk Agreed Expenses	240.00	120.00			
Ad Hoc Expenses	60.00	303.15			
Grass Cutting/ Church Yard Maintenance	1,575.00	560.00			
Insurance	1,043.00	1,413.48			
Lease	1.00	1.00			
Audit Fee	165.00	180.00			
Clock Tower Maintenance + Cleaning	880.00	270.47			
Bank Service Charge	80.00	36.00			
Section 137	1,050.00	0.00			
Project (ii)	315.00	0.00			
Reserves		499.99			
<b>Total Expenditure</b>		<b>9,905.12</b>			
<b>Current Balance Account 1</b>	<b>24,583.04</b>				
<b>Current Balance Account 2</b>	<b>3,083.45</b>				
<b>Balance</b>	<b>27,666.49</b>				