

INGOLDSBY PARISH COUNCIL MEETING

Dear **Councillor**

You are summoned to attend **the Ingoldsby Parish Council** meeting to be held on **Wednesday 30 April 2025** at **7.45pm** for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

The meeting will be preceded by a public forum, when members of the public may ask questions or make short statements to the Council, commencing at **7.30pm**. Parishioners who are unable to attend the meeting are welcome to submit any comments or questions to the Clerk at ingoldsbypcclerk@hotmail.co.uk.

Heidi Wilson

Clerk to the Council

Date: 24 April 2025

1) WELCOME REMARKS BY THE CHAIR

2) PRESENT

3) APOLOGIES

Apologies for absence.

4) DECLARATIONS OF PECUNIARY INTEREST & DISPENSATIONS

To receive reports on members' disclosable pecuniary interests in relation to the agenda and any dispensations in accordance with the Localism Act 2011.

5) SIGNING OF THE MINUTES

To resolve to accept the Clerk's notes of the Parish Council Meeting on 5 February and 19 March as true and accurate records of those meetings.

6) GENERAL MATTERS

- a) To receive a report from the District Councillor.
- b) To note receipt of DPI forms from all Councillors (required annually).
- c) To note the payment dates for the LALC annual training scheme and annual subscription.
- d) To receive an update from members further to the Boothby Wildlands presentation in relation to consideration of the purchase of deer warning signage.
- e) To resolve to approve the following employment policies:
 - i) Lone working policy.
 - ii) Equality and diversity policy.
 - iii) Training and development policy.
 - iv) Sickness absence policy.
- f) To resolve to approve amendments to model Financial Regulations and Standing Orders as recommended by NALC which have been changed in line with legislative changes.

7) HIGHWAYS

- a) To receive any reports of new or outstanding highways defects and other updates.
Members of the public are encouraged to report any new faults or existing defects at www.lincolnshire.gov.uk/faultreporting, or email cschighways@lincolnshire.gov.uk or via FixMyStreet.

8) PLANNING MATTERS

a) New Planning Matters:

a) None.

b) Decisions received or pending:

i) Application No	S25/0156
Applicant	Edward Pumphrey
Proposal	To replace existing, part-rotting, single glazed windows with double glazed heritage windows, in order to improve the thermal efficiency of the building and reduce carbon emissions.
Location	Scotland Farmhouse, Scotland Lane, Ingoldsby
ii) Application No	S25/0169
Applicant	Elaine Welford
Proposal	Outline application for the demolition of former garage and erection of two dwellings.
Location	Festival Garage, Main Street, Ingoldsby
iii) Application No	S25/0182
Applicant	Mr Arnold
Proposal	Conversion of existing barns to form 8(No.) dwelling units.
Location	Cemetery Farm, Humby Road, Ingoldsby

9) FINANCE – YEAR END

a) To receive a report from the Clerk in relation to a review of year end income and expenditure against the budget.

b) To note the bank balances as of 31 March 2025.

Current Account	1366.56
Savings Account	7907.12
TOTAL	9273.68

b) To approve income received between 7 March and 31 March 2025

i) None.

c) To approve the expenditure paid in line with the approved list of Regular payments between 7 March and 31 March 2025.

Detail	Price	VAT	Total
BT (March)	30.95	6.19	37.14
Clerk's Salary (March)	200.04	0.00	200.04
Bank Charges (March)	5.00	0.00	5.00
LALC Annual Subscription 2526	100.36	0.00	100.36
LALC Annual Training 2526	100.00	20.00	120.00
PCC Final Contribution	205.00	0.00	205.00
Ingoldsby Village Hall (Sept-Dec)	52.25	0.00	52.25
LALC, New Councillor Training	30.00	6.00	36.00
Ingoldsby Village Hall (March)	28.50	0.00	28.50
Compost for the planters	30.00	5.00	35.00
TOTAL	782.10	37.19	819.29

d) Record of reserves dated 31 March 2025

Earmarked Reserves	
Elections	2244.20
Defibrillator	1,400.00
Laptop	450.00
Community Improvements	4197.17
National Events	50.00
Earmarked reserves	8341.37
Unearmarked reserves	(434.25)

- g) To note the correction to the Clerk's October salary payment.
- h) To resolve to approve the year end bank reconciliation.
- i) To resolve to approve the end of year accounts (cashbook to be signed by the Chair and RFO).
- j) To resolve to approve digitising the cashbook from 2025/26.
- k) To note the amount submitted on the VAT126.
- l) To ratify the transfer of the sum of the current account of AMOUNT at year end to the savings account.

10) FINANCE – NEW FINANCIAL YEAR

- a) To resolve to approve a list of regular payments for 2025/26 in line with the agreed budget. #

- b) To note the bank balances as of 21 April 2025.

Current Account	9545.37
Savings Account	7918.94
TOTAL	17,464.31

- b) To approve income received between 1 April and 17 April 2025.

Precept	8038.00
Community Cleaning Grant	463.32
Interest (April)	11.82
VAT Refund	306.53
TOTAL	8819.67

- c) To approve or ratify the expenditure paid in line with the approved list of Regular payments between 7 March and 31 March 2025.

Detail	Price	VAT	Total
Clerk's Salary (April)	200.04	0.00	200.04
Contribution to Microsoft and Norton	100.00	0.00	100.00
ICO Subscription	47.00	0.00	47.00
Community Heartbeat Trust – Annual Maintenance Scheme and VETS	235.00	47.00	282.00
TOTAL	582.04	47.00	629.04

- d) Record of reserves dated 17 April 2025

Earmarked Reserves	
Elections	2544.20
Defibrillator	1400.00
Laptop	600.00
Community Improvements	4660.49
National Events	100.00
Earmarked reserves	9304.69
Unearmarked reserves	(1385.75)

- e) To ratify a decision to move the year end sum from the current account of £1366.56 to the savings account to bring balance to the reserve figures.

- f) To ratify a decision to move £6000 from the current account to the savings account to boost interest payments.
- g) To resolve to approve the monthly income and expenditure accounts/bank reconciliation for April 2025.
- h) Risk Assessment, Quarter 1.
- i) To review quotes for insurance renewal for public and employers' liability insurance.
- i) Section 137 figure for 2025/26.

CORRESPONDENCE

- a) To note the email from a parishioner dated 21 April 2025 in relation to the Ascoughly Lane Public Footpath application. To note the dates of the public enquiry.

11) DATE AND TIME OF NEXT MEETING

Wednesday 21 May 2025 (APM/APCM)

Wednesday 2 July 2025

Wednesday 1 October 2025

Wednesday 19 November 2025 (Precept and Budget Setting)

If you require a more detailed version of the agenda, please contact the Clerk.

If you want to attend the Parish Council meeting and have accessibility requirements, please contact the Clerk ahead of time so that reasonable adjustments can be made.