

# Allington Parish Council

Mrs C Griffin, Clerk and RFO

Email: [parish.clerk@allingtonpc.org.uk](mailto:parish.clerk@allingtonpc.org.uk)

## Agenda

Parish Council Meeting to be held at Allington Village Hall at 7.30pm  
Wednesday 11<sup>th</sup> June 2025

Dear Councillor,

I hereby give you notice that the next meeting of Allington Parish Council will be held at Allington Village Hall on Wednesday 11<sup>th</sup> June 2025 at 19:30. All members of the Parish Council are summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

**Public Forum:** The Parish Council meeting will be preceded by a public forum commencing at 19:15 for which councillors are asked to be present. Members of the public may ask questions or make short statements to the Council, District and County Councillors and the Police may also make reports. Members of the public are welcome to stay for the meeting but may not participate unless invited to do so by the Chairman.

Kate Griffin  
Allington Parish Clerk  
05 June 2025

## AGENDA

### 1. PUBLIC FORUM

To resolve to suspend standing orders for a maximum of 15 minutes to allow members of the public to make comment

### 2. WELCOME AND APOLOGIES FOR ABSENCE

### 3. TO RECEIVE DECLARATIONS OF PECUNIARY INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011

To receive declarations of Members interests in relation to agenda items.

To consider request for dispensations from Members.

### 4. APPROVAL OF MINUTES

To resolve to accept the Clerk's notes of the Annual Parish Council Meeting of May 14<sup>th</sup> 2025 to be approved as minutes. (circulated and reviewed by all councillors before meeting).

### 5. TO REVIEW AND APPROVE INTERNAL AUDIT AND AGAR REPORT

Previously circulated and reviewed by councillors. To resolve to accept the internal audit report 2024/25 and sign AGAR documents (assertions/accounting statement) and notice of public rights to be signed by clerk.

### 6. ANNUAL PROCEDURES

As agreed at the last meeting to resolve to complete the annual review of any deferred policies and adoption of updated Standing Orders. It was agreed at the last meeting that the new model 2025 Financial Regulations for the Council would be adopted, once adapted to Allington Parish Council. The clerk has since re-printed these for approval.

To resolve to approve the asset register (previously circulated).

To resolve to review and approve the complaints procedure policy, the Terms of References for committees and the accessibility statement for the website (previously circulated).

To review and accept the risk management document.

To resolve to adopt GDPR policies .

**7. TO REVIEW AND APPROVE END OF YEAR FINANCIAL MATTERS.**

To review and approve the end of year bank reconciliation and yearend financial matters.

To review the councils bank mandate and agree which councillors should be signatories.

Mandate requires updating with HSBC.

Bank Balance end of year March 31 2025 **£37939.20** :

Allington Parish Council 28/05/2025		
END OF YEAR BANK RECONCILIATION AS AT 31/03/2025		
		£
A	Balance - HSBC bank stmt at 01.04.2024	22448.52
	Balance Savings Acct - as at 01.04.2024	20256.65
	Total	42705.17
B	Plus - income up to 31.03.2025	43869.33
C	Minus - spending up to 31.03.2025	-48635.3
D	TOTAL	37939.2
E	Balance - balance as at 31.03.2025	
	Current Acct	17293.03
	Savings Acct	20646.17
	Minus unrepresented items	
	TOTAL	37939.2

**8. To review clerks hours and discuss budget for wages.**

The clerk is working extra hours due to the additional workload created by the recent audit.

The clerk has explained that the workload can not be achieved with standard clerk duties as

well as audit work in the current 8 hours per week and is working extra hours every week to try and maintain Council business and undertake the audit/AGAR work.

**9. TO REVIEW THE INSURANCE POLICY RENEWAL**

It was resolved at the last meeting to renew the policy due to the deadline, providing the clerk enquired about the valuation of the Playing Fields building as agreed by the councillors. The clerk spoke with the insurers (Gallaghers) and renewed the policy with an estimated value of £120K for the building, as agreed by councillors, for interim updated cover whilst a valuation is being sought from an independent valuation company ( as recommended by the insurance company).

The new price for additional cover was quoted as £1640.68 and paid.

The independent valuation report will determine whether the insurance policy needs to be amended again and whether the policy cost will decrease or increase to reflect the valuation.

**10. CLERKS FINANCE REPORT**

To resolve to accept the accounts for payment for June 2025, to be checked and signed by 2 Councillors at this meeting.

**11. Gonerby Youth Football Team**

To discuss email enquiry from Gonerby Youth Football Team to use playing field.

**12. VILLAGE HALL**

To discuss the request from the Village Hall regarding a financial donation.

**13. CO-OPTION**

To discuss current councillor vacancy by co-option.

**14. ALLINGTON FUNDRAISERS.**

Update of recent meeting with Allington Fundraisers.

**15. AGENDA ITEMS FOR NEXT MEETING**

Carried forward from APCM

**16. DATE OF NEXT MEETING**