

ALLINGTON PARISH COUNCIL

Minutes of Parish Council Meeting held at Allington Village Hall
Wednesday 9th July 2025

Present: Councillor Marvin
Councillor Baron
Councillor Storer
Councillor Carlyle
Kate Griffin (Clerk/RFO)

Residents. 0
County Cllr Litchfield

17/25. PUBLIC FORUM

No residents attended the public forum.

18/25. WELCOME AND APOLOGIES FOR ABSCENCE

Cllr Marvin (Vice) welcomed everyone in the absence of the Chair. Apologies were received from Cllr Reynolds and Cllr Plummer for reasons previously given and accepted by the council.

19/25. DECLARATIONS OF PECUNIARY INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011

No declarations of Members interest in relation to agenda items

20/25. APPROVAL OF MINUTES

It was resolved to approve the notes of the Parish Council Meeting on June 11th 2025 signed as minutes by the Vice Chair as a true record of the meeting. Previously circulated to all members of the council. It was resolved to accept the notes as minutes.

21/25. CLERKS CORRESPONDENCE REPORT

Correspondence received and circulated to all Councillors by email since the last meeting in May.

Email from resident concerning licence application for music festival at Arena UK.
Email from Allington News regarding open gardens and scarecrow competition.
Email from Lincs police containing survey for Neighbourhood policing survey.
Email from SKDC regarding funding grant application for parish projects.
Email from resident regarding the Viking Way.
Email from Cllr Leadenham regarding future food waste collections.
Email from Lincs County Council advising of TTRO closure of the Green 12-13 July
Email from Cllr Leadenham regarding environment agency prolonged weather spell.
Email from LALC containing Annual Report for 2024-25
Email from LALC regarding the AGM 03/07/25.
Email from Brewers electrical containing electric report and recommendations for the PF shed and defib certificate at village hall.
Email from Cardinus regarding valuation of PF Shed
Email from resident concerning inappropriate use by MUGA users.
Email from LALC advising webmaster minutes have run out.
Email from resident regarding Speed monitor sign.
Email from resident concerning overgrown hedges covering road signs.
Letter from HSBC advising the £5 monthly admin fee is being removed.
Email from ROSPA advising play area equipment inspection will take place in August
Emails from Cllr Litchfield regarding the Viking Way and The Village Green damage.

22/25. CLERKS FINANCE REPORT

The accounts for payment were checked against the invoices and the lists and signed by Cllrs Marvin and Storer. It was resolved to agree the payments. The clerk had circulated the bank account figures up to date for the April to June quarter to the Councillors prior to the meeting. The clerk advised that there was nothing new to comment on or explain for the current year to date. It was resolved to accept the bank account to date as an accurate copy of the Parish Council's receipts and payments and the balance of the bank account at 30th June 2025 £39315.40

It was resolved to approve payment of the following:

EDF Energy Jun 25 £34.72

Hempsteads 3 of 8 25182 £457.50

Cardinus I-64392-C5D1 shed valuation £180.00

LALC 16073 webmaster usage additional 5 hours £108.00

Village Hall 1148 June 2025 hall hire £36.00

HMRC paye/NIC's Apr-June 25 £117.45

Clerk overtime June 2025 16 hours audit/agar extra work

It was resolved to approve the following invoices already paid due to time constraints:

Small Beer Limited (PFFR ringfenced) £ 1344.94

Zest Brewery (PFFR ringfenced) £279.96

Parish Brewery (PFFR ringfenced) £340.00

Income received since last meeting:

Gross interest bank savings account £28.84

Bank balance as of quarter ending 30 June 2025:

Current A/C £18580.03

Savings A/C £20735.37 TOTAL BALANCE £39315.40

Cllr Baron queried the payments to the PFFR from the ringfenced funds and a discussion followed between the councillors regarding the ins and outs of the account. Cllr Carlyle suggested that the Terms of Reference should be drawn up to include the points raised to give more clarity in the future to avoid confusion of the expenditure of funds.

ACTION: CLLR CARLYLE TO DRAW UP NEW TERMS OF REFERENCE FOR PLAYING FIELDS COMMITTEE.

ACTION: CLERK TO ARRANGE PAYMENTS OF INVOICES DUE.

BANK RECONCILIATION AS AT

		£
A	Balance - HSBC bank stmt at 01.04.2025	17293.03
	Balance Savings Acct - as at 01.04.2025	20646.17
	Total	37939.2
B	Plus - income up to 30.06.2025	16584.62
C	Minus - spending up to 30.06.2023	-15208.42

D	TOTAL	39315.4
E	Balance - balance as at 30.06.2025	
	Current Acct	18580.03
	Savings Acct	20735.37
	Minus unrepresented items	
	TOTAL	39315.4

ALLINGTON PARISH COUNCIL

Clerk's report

Quarter ending

Jun-25

	Opening balance	£37,939.20
Income		
Precept	£ 15,050.00	
SKDC Caretakers grant	£ 463.32	
EasyFundraising	£ 26.16	
Wedding car parking	£ 100.00	
Bank Interest	£ 89.20	
HMRC Vat reclaim	£ 855.94	
sub total	£16,584.62	£54,523.82
Expenditure		
PFC (ringfenced)	£ 7,226.15	
PFC Vat paid by PC	£ 671.24	
Playing field outgoings	£ 172.15	
Salaries & Income Tax	£ 3,837.55	
Insurance	£ 1,640.68	
Administration expenses	£ 101.03	
admin expenses vill hall	£ 153.00	
rent	£ 915.00	
Village maintenance	£ 264.00	
admin LALC	£ 227.62	
Electricity		
sub total	£ 15,208.42	
	Closing balance	39,315.40

23/25. CLERKS PLANNING REPORT**Planning Applications received as detailed below:**

Application No: S25/0880 Applicant: Mr & Mrs Steve Wallis Proposal: Erection of front porch Location: Cambridge House, 4 Bert's Way, Allington, Lincolnshire, NG32 2BF App Type: Householder Case Officer: Telephone Ext: Email: Alex McDonough 01476 406247 alexander.mcdonough@southkesteven.gov.uk The forms, plans and any other submitted documents can be viewed by clicking on the following link, using the format S25/0880 : www.southkesteven.gov.uk/planningsearch/ I would be grateful to receive any representations your Council may wish to make upon this application no later than 16th July 2025.

No comments received.

24/25. OUTSTANDING POLICIES FOR APPROVAL FROM AUDIT

It was resolved to approve the Terms of reference for the staffing committee and the planning committee and the records retention policy. The Financial regulations have now been adapted to Allington Parish Council based on the new LALC 2025 model policies. This was previously circulated to all councillors for review and it was resolved to adopt the new 2025 policies.

It was resolved to further defer the asset register / risk management/risk assessment until further notice as these still need further work to meet requirements.

CLERK TO ACTION: Clerk to upload approved policies to website.

25/25. VILLAGE HALL

Cllr Marvin confirmed that there has been no update from the Village Hall and no meeting has yet taken place.

Cllr Storer confirmed that the requested accounts for the Village Hall were still with their accountant. It was resolved to agree to remove this item from the agenda until further notice whilst waiting for the village hall to provide the accounts.

26/25. PLAYING FIELD

Cllr Marvin proposed that discussions regarding the future of the MUGA required full council in order to agree any further plans. As the MUGA costs around £2k pa to maintain councillors agreed that it might be useful to find out who uses the MUGA and how much use it gets. Cllr Storer suggested that it could be worth a survey via Allington News and Cllr Baron suggested a Public Meeting.

Cllr Carlyle agreed this needed further discussion by the full council and that it should be deferred until the September meeting with an agenda item as a separate discussion.

CLERK TO ACTION: Clerk to investigate when the MUGA was put up, the grants and lottery funding that paid for it and whether there were any time limits on the flooring.

Following the recent Electrical safety report undertaken by Brewers Electrical some Code 2 works were found to be necessary. It had been agreed by email majority these works were necessary in order to comply with insurance requirements. Cllr Carlyle proposed that it should be resolved to agree to the works and this was seconded by Cllr Storer, and all in favour.

The Code 3 works were discussed and as these are recommendations rather than legal requirements it was resolved to agree that these should also be completed in order to maintain the safety of the electrical equipment at the playing field shed. This was proposed by Cllr Carlyle, seconded by Cllr Storer and all in favour. PAT testing was also discussed.

CLERK TO ACTION: Clerk to advise Brewers Electrical to carry out code 2 and code 3 works and obtain a quote for PAT testing.

Further to an email from a resident, Councillors discussed the MUGA users and inappropriate behaviour/language/activity. Cllr Baron suggested contacting the Community Police Team to request

a visit to the MUGA. Cllr Marvin requested that this should be added to the next meeting agenda to discuss how best to police the MUGA in future.

Cllr Storer advised that some residents had previously used the MUGA for tennis in the summer. Cllr Marvin was unsure of the condition of the nets and requested that Cllr Plummer could hopefully check these.

CLERK TO ACTION: Clerk to contact community police team and request a visit.

Clerk to acknowledge resident.

Clerk to ask Cllr Plummer to check the tennis nets.

27/25. BUS SHELTER

The ongoing lack of maintenance of the Bus Shelter was discussed by councillors. Cllr Marvin suggested quotes were required for the repairs before any decisions could be made and asked if anyone knew of any local tradespersons to contact? Cllr Baron suggested someone who specialised in roofing. Cllr Marvin asked the clerk whether the clerks forum might be a useful source of recommendations.

CLERK TO ACTION: Clerk to email LALC Clerks forum to ask for recommendations for similar constructions and to investigate who installed it originally.

28/25. ALLINGTON MANOR CAR PARKING

The current arrangements for car park use at the playing fields by Allington Manor was discussed by Councillors. It was agreed that the Parish Council were more than happy for the car park to be used as this alleviated traffic parking on the road. However it was noted that prior permission in writing to the clerk was required when use was needed and to increase the cost to £30 per use. This would avoid any confusion regarding availability and peak dates and would inform the council in advance of dates it would be used by the Manor. This was proposed by Cllr Baron and seconded by Cllr Carlyle, all in favour.

CLERK TO ACTION: Clerk to write to Allington Manor to propose the increase in charge and request prior booking of dates.

29/25 GYFC

Cllr Marvin advised that the recent meeting with GYFC was a good meeting that went well. She advised that GYFC have recently changed leadership who wished to improve relations and communication with Allington Parish Council. They proposed using the playing field for 2 girls teams, one match every other week. Cllr Baron suggested that it would be necessary to make sure the toilets were open and possibly a car park warden on duty. And also that someone should be responsible for marking out the pitches. Cllr Marvin advised that it was best to wait and see what GYFC proposed and then a contract could be drawn up regarding usage/ charges/ refund policy/ traffic management etc.

CLERK TO ACTION: No action yet required. GYFC were going to contact APC further once they had discussed and come back with a proposal for their requirements.

30/25 SPEED INDICATOR SIGNS

The councillors discussed a recent email from residents offering to help with lowering the speed indicator sign. The clerk informed councillors that she had emailed the Lincs Road Safety partnership to ask if this was their responsibility. The councillors also discussed the offer of the battery being charged by a local resident with access close to the sign which they agreed would need discussion directly with the resident.

Cllr Marvin suggested waiting for the highways team to respond before any further arrangements were made with residents.

CLERK TO ACTION: Clerk to email residents to advise we are awaiting a response from the highways team.

31/25 DISTRICT/COUNTY COUNCILLORS REPORTS

Cllr Litchfield was in attendance and gave a report of the latest situation regarding the Viking Way. Cllr Litchfield confirmed he was working with Cllr Bamford and read out an email from Cllr Bamford regarding the history of the issue and updated councillors that the current situation was that

this was to be brought to the high court in November 2025 when an end result would hopefully be decided and proper access control arranged.

Cllr Litchfield discussed the recent damage caused to the village green by the Rookery developer. He advised that he had contacted the highways team who had sent someone to inspect the damage and that it had been officially logged as a complaint about the damage. Cllr Litchfield advised he would follow this up with the highways team.

Cllr Baron asked Cllr Litchfield about a rural bus service, informing him that currently there was a very poor lack of any bus services to the village.

Cllr Marvin asked Cllr Litchfield whether he could look in to a matter she had previously raised with Cllr Whittington regarding Arena UK and whether they still adhered to the agreement to inform users of the weight limit and bridge through Allington and that road users should always turn left using the A1.

Cllr Carlyle queried the temporary road surface signs on Gonerby Lane.

Cllr Litchfield agreed to look in to these matters

32/25 CO-OPTION

The clerk confirmed there had been interest by one resident so far who decided not to proceed further. It was agreed that further adverts for the vacancy be circulated on social media/noticeboards again.

CLERK TO ACTION: Clerk to circulate adverts again on Facebook /website/noticeboards

33/25 HAWORTHS GROUP UPDATE

Cllr Baron gave feedback from a recent steering group meeting with Gonerby Parish Council and Sedgebrook Parish Council. Cllr Baron confirmed it was a good meeting and that the Allington Parish Clerk has a list of residents' emails/addresses ready to inform them when the time is appropriate to send their objection letters.

Cllr Baron confirmed that Haworths still have not put in a planning request to SKDC and no site has yet been allocated. Guidelines for objection letters were circulated to the village via Allington News. Cllr Baron confirmed he was always checking with SKDC planning for any planning application and was also asked Cllr Leadenham to inform APC if he becomes aware of any application.

34/25. AGENDA ITEMS FOR NEXT MEETING

MUGA

Bus Shelter

Policies – asset register/risk management/ TOR for planning

PFFR

GYFC update

UKSPF funding update

Highways update regarding speed signs/damage to The Green.

35/25. DATE OF NEXT MEETING

Sept 10th 2025 715pm

CLLR MARVIN CLOSED THE MEETING AT 21:00