

Allington Parish Council

Mrs C Griffin, Clerk and RFO

Email: parish.clerk@allingtonpc.org.uk

Agenda

Parish Council Meeting to be held at Allington Village Hall at 7.15pm
Wednesday 17th September 2025.

Dear Councillor,

I hereby invite you to the next meeting of Allington Parish Council which will be held at Allington Village Hall, on Wednesday 17th September 2025 at 7:15PM. 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 after the election of a new Chairperson, 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
11th September 2025

1. **TO NOTE THE RESIGNATION OF THE CHAIR OF THE PARISH COUNCIL AND ELECTION OF NEW CHAIR AND SIGNING OF DECLARATION OF ACCEPTANCE**
2. **VOTE TO ELECT A NEW VICE CHAIR PERSON**
3. **PUBLIC FORUM**
To resolve to suspend standing orders for a maximum of 15 minutes to allow members of the public to make comment
4. **WELCOME AND CHAIRPERSONS REMARKS**
5. **APOLOGIES**
To receive apologies for absence and reasons given.
6. **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.
7. **APPROVAL OF MINUTES**
To resolve to accept the notes from the Parish Council Meeting held on July 9th 2025 to be approved as minutes by Chairperson. Previously circulated to all by email.
8. **Haworths update**
For Cllr Baron to update the council on the latest situation regarding the Haworths development planning application and recent steering committee meeting.

9. CORRESPONDENCE RECEIVED SINCE LAST MEETING

Correspondence received and circulated to all Councillors by email since the last meeting in July:

Email from resident containing historical information regarding the MUGA.

Email from Cllr Leadenham containing Lincs Police and crime commissioner financial report.

Email from resident of Allington Gardens regarding the emergency evacuation which took place in July due to gas leak.

Email from Allington Brownies requesting the use of the playing field for activities(approved).

Email confirmation from PKF Littlejohn that external audit has been completed – awaiting report.

Email from Cllr Litchfield advising repairs due to take place following damage to village green.

Email from Moor Bio-Energy offering community funding initiative.

Email from resident copying Parish Council in to proposed policy regarding a future emergency evacuation plan should the need arise.

Email from LALC regarding audit costs for 2026 & 2027.

Email from Allington Holy Trinity Church regarding Christmas Tree Festival.

Email containing ROSPA play equipment report.

Email from resident concerning the village planters and concerns re planting.

Emails from external auditor PKF Littlejohn with conclusion of audit report.

10. CLERKS REPORT

Co-option update – no applications received to date.

UKSPF funding update (they were due to meet 04/09/25 after which we'd be notified).

Speed signs as reported by JP – reported to fixmy street

Thank you letters were sent to local resident for recent works to playing field water tap and village speed sign.

Objection letter sent to SKDC regarding Haworths planning application.

Emails were sent to community police team based at Long Bennington regarding anti-social behaviour at the Playing Field, the team advised they would make visits to monitor.

Tennis nets were erected during the summer at the MUGA.

11. CLERKS FINANCE REPORT

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

The following invoices require approval for payment:

P Hempstead grass mowing 5 of 8 £457.50

ROSPA play equipment inspection £124.80

HMRC Tax / NIC's Month 4 2025 £59.05

Syston Park Christmas Tree 2023 £195 (PFFR ringfenced)

Syston Park Christmas Tree 2024 £205 (PFFR ringfenced)

Parish Clerk overtime 1 hour August 2025

PKF Littlejohn External Auditor - £252.00

EDF Energy August 2025 £31.18

The following invoices already paid due to time constraints requiring approval:

Parish Clerk Overtime July 2025 – 16 hours (AGAR/AUDIT work)

HMRC Tax/NIC's Month 3 2025 £65.57

P Hempstead grass cutting 4 of 8 £457.50

EDF Energy July 2025 £35.67

Income received since last meeting: PFFR / ABW repayments - £5914.08
Allington Manor Car Parking 2 x £30.00
Refund deposit from Parish Brewery £100.00
HMRC VAT refund £905.65

Gross interest bank savings account : 3 payments totalling £83.23

Bank balance to date:
Current A/C £21,002.45
Savings A/C £TOTAL BALANCE £20818.60

12. CLERKS PLANNING REPORT

Planning Applications received as detailed below:

Application No: S25/0880 Date Received: 29th May 2025 Applicant: Mr & Mrs Steve Wallis Proposal: Erection of front porch Location: Cambridge House 4 Bert's Way Allington Lincolnshire NG32 2BF Decision/Date: 21st July 2025 South Kesteven District Council has considered the application under the Town and Country Planning Act 1990 and Grants Planning Permission for the development described above.
PERMISSION GRANTED SUBJECT TO CONDITIONS.

Application No: Applicant: Proposal: S25/1362 Mr Richard Borraddell Date: 24th July 2025 Pollard Acer tree (T1) by 50%, re-pollard Tilia tree (T2). Location: TPO No. App Type: Case Officer: Telephone Ext: Email: 68 Park Road, Allington, Lincolnshire, NG32 2EB, Works to TPO Tree(s) Alex McDonough 01476 406247 alexander.mcdonough@southkesteven.gov.uk I have received an application for consent to carry out tree surgery on trees included within the above Tree Preservation Order. The forms, plans and any other submitted documents can be viewed by clicking on the following link, using the format S25/1362 : www.southkesteven.gov.uk/planningsearch/ I would be pleased to receive any comments the Town/Parish Council may wish to make on the proposal within 14 days of the date of this letter. If a formal reply is not received by 7th August 2025 it will be assumed that you do not wish to make any comments. **NO OBJECTIONS RECEIVED**

Application No: Applicant: Proposal: Location: S25/1256 Mr Robert Leech Render to front and side of dwelling. Replacement roof. Thistledome, Marston Lane, Allington, Lincolnshire, NG32 2DY App Type: Case Officer: Telephone Ext: Email: Householder 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 S25/1256 : 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 26th August 2025. Please note that failure to meet this deadline may result in the application being determined without your comments being taken into consideration. **NO OBJECTIONS RECEIVED.**

13. OUTSTANDING POLICIES FOR APPROVAL FROM AUDIT

To resolve to approve the following policies outstanding since internal audit:
Asset register
Risk Management policy
Freedom of information requests
Playing fields committee – terms of reference (AC)

14. BUDGET

To review budget to date and discuss a timeframe for setting the budget for 2026/27.

15. EXTERNAL AUDIT REPORT

To discuss the external auditors report for 2024/25.

16. LALC AUDIT FEES 2026 & 2027

To discuss whether to approve fees frozen and if the Parish Council agree to sign for 2 years for internal audit in 2026 and 2027 at £225 per year for mid year full audit, end of year mini audit, completion of AGAR with the same auditor throughout.

17. PLAYINGFIELD

To discuss monitoring/policing the playing field usage.

To discuss the deadwood cutting of the playing field pine tree and resolve to accept one of the quotes received.

To discuss DPC works required to playing field car park posts and resolve to approve payment of materials needed.

Discuss recent ROSPA report (previously circulated to all).

Stocktake of items for audit purpose.

Toilets – cleaning equipment required. Broken flush ladies. No water in urinals in mens – battery required?

18. BUS SHELTER MAINTENANCE

To discuss ongoing repairs and maintenance of community bus shelter. To resolve to approve quotes for joinery work and for redecoration. To discuss possible funding application for this from Moor Bio Energy.

19. MUGA

Following on from the last meeting, to discuss the MUGA moving forwards as no maintenance has taken place yet in 2025 due to no decisions whether to continue with the MUGA. To discuss whether to ask the residents via a poll. The minimum term requirement relating to the original lottery funding has now expired.

20. PARISH COUNCIL CHRISTMAS TREE AT CHURCH FESTIVAL OF TREES

What Christmas means to us.

21. MOOR BIO-ENERGY FUNDING APPLICATION

To discuss application for funding and which project to include . ? Community shelter.

22. DEFIBRILLATOR UPDATE

To discuss accessories required and battery replacements.

23. EMERGENCY PLAN / VILLAGE PLAN**24. PARISH COUNCIL COMMUNICATIONS NETWORK GROUP PROPOSAL**

To discuss the proposal to join a network of local Parish Councils working together/

25. DISTRICT & COUNTY COUNCILLOR REPORT**26. AGENDA ITEMS FOR THE NEXT MEETING****27. DATE OF THE NEXT MEETING**

12th November 2025

28. RESOLVE TO MOVE TO CLOSED SESSION

To discuss salaries of Parish Council employees.