

# ALLINGTON PARISH COUNCIL

Minutes of Parish Council Meeting held at Allington Village Hall  
Wednesday 14<sup>th</sup> January 2026

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

**Residents.** 1 representative from the PFFR

## **PUBLIC FORUM: The Public Forum does not form part of the meeting of the Parish Council**

A discussion took place regarding the Playing Field Fundraisers and a report was given as an update to forthcoming changes within the PFFR committee.  
As no further residents were present and no other items were raised for discussion Cllr Marvin announced the Parish Council meeting could start at 7.24pm

### **99/25 WELCOME AND APOLOGIES FOR ABSENCE**

Cllr Marvin welcomed everyone and wished everyone a Happy New Year and welcomed Cllr Ruth Scott to her first meeting as a Parish Councillor.  
Cllr Marvin also thanked the Parish Clerk for the work input for the Internal Audit and asked for Cllrs to answer emails and messages as appropriate in a timely manner.  
Apologies were received from Cllr Plummer, District Cllr Leadenham and County Cllr Litchfield for reasons previously given and accepted by the Parish Council.

### **100/25 DECLARATIONS OF PECUNIARY INTEREST IN ACCORDANCE WITH THE LOCALISM ACT 2011**

No declarations of Members interest in relation to agenda items

### **101/25 APPROVAL OF MINUTES**

It was resolved to approve the notes of the Parish Council Meeting of November 26<sup>th</sup> 2025, signed as minutes by the 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.

### **102/25 CLERKS CORRESPONDENCE REPORT**

The clerk had previously circulated the below emails to all Councillors:  
Email from SKDC containing Precept request for 2026/27  
Email from Trent property Services containing quote for bus shelter painting.  
Email from Cllr Leadenham regarding Local Government Reorganisation  
Email quote from Gilders for winter work 2026  
\*Email from Cllr Litchfield regarding a date for a village walk-around  
Email from Cllr Litchfield containing complaint from Allington resident regarding school time pick up obstruction by parked cars.  
Email from PCSO Georgina Stray containing advice regarding illegal car parking  
Email from Cllr Litchfield regarding a proposed trial surgery with Allington and Sedgbrook.  
Email from LALC containing invoice for annual subs 2026  
Email from LALC containing invoice for Annual Training Scheme for 2026/27  
Email from LCC containing information and survey regarding LCC budget for 2026/27

Email from Cllr Leadenham advising SKDC do not provide dog waste bins but a general waste bin will be provided on Marston Lane as a trial to monitor if sufficient litter to justify a permanent bin.

Email from Cllr Leadenham containing information from the Dept of Transport about new local powers regarding illegally parked/obstructing cars on pavements

Email from P E Hempsteads containing quote for grass cutting for 2026.

Email from LCC containing TTRO 0014266 closure Allington Road , Village ST Sedgebrook to Peach Lane Allington for carriageway patching.

Email from LCC containing TTRO 0014231 closure of Side Street 04/02-05/02 for tree trimming

Email from LCC containing TTRO 0014610 closure of Side Street 16/2-16/2 for footway patching.

\*A discussion took place regarding the village walk around with Cllr Litchfield by Cllr Marvin who updated the Council. Cllr Marvin reported that they had reviewed potholes, traffic, speed limit signage, weight limit signage, lack of street lighting and drains. These items will be investigated by Cllr Litchfield.

\*\* Councillors mentioned that they sometimes experienced difficulty with the email server.

**CLERK TO ACTIONS:** Clerk to chase Cllr Litchfield/Rowan/LCC regarding the Highways issues. Clerk to check with email host regarding any server issues.

### 103/25 DISTRICT AND COUNTY COUNCILLORS REPORT

APOLOGIES RECEIVED FROM BOTH COUNCILLORS. No reports given.

### 104/25 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 for January as per Financial Regulations 6.10

**It was resolved to approve payment of the following:**

Parish Council websites (email hosting) £102 + £20.40 VAT £122.40

Hempsteads Winter work 2026 £360 + £72 VAT = £432.00

HMRC /National Insurance contributions Oct/Nov/Dec - £208.90

EDF energy for Dec 2025 - £18.25 + £0.91 VAT = £19.16

Invoice from Syston Park Christmas Trees for village Christmas Tree = £240.00

**It was resolved to approve the following invoices already paid due to time constraints as per Financial Regulations 6.9iii:**

EDF energy Nov 2025 - £23.72 + £1.19 VAT = £24.91

TWS Bespoke joinery bus shelter repairs revised invoice £524.37 + 0% VAT = £524.37

Hempsteads grass cutting 8 of 8 £381.25 + £76.25 VAT = £457.50

Commercial Play deposit invoice £6542.50 + £1308.50 = £7851.00

**Income received since last meeting:**

PFFR paid in Christmas lights money raised £137.14

**Bank statement checking and balance check was undertaken and statements signed by Cllr Carlyle as per Financial Regulations 2.6**

Bank balance as of 30<sup>th</sup> December 2025:

HSBC Current A/c balance = £10958.14

HSBC Savings A/c balance - £40894.51

**Other Transactions**

Following discussions at the last meeting £20,000 was transferred from the Parish Council Current account to the Parish Council Savings account to maximise interest earned. This transaction was reconciled and signed by Cllr's Marvin and Storer.

It was resolved to approve the following quotes:

Gilders Winter work 2026 £100+£20 Vat

Hempsteads grass cutting quote for 2026 £3145 + Vat in 8 x instalments.

To join LALC training scheme 2026/27 £145 + £29 VAT

To accept LALC subs for 2026/27 £306.56

Bank Account previously circulated to all and reconciled to the end of Q3 Dec 2025

Clerk's report							
Quarter ending	Dec-25						
			Current acc	Deposit acc	PC	PFF	
	<b>Opening balance</b>	40,737.23	£19,918.63	£20,818.60	11196.18	8722.45	
<b>Income</b>							
Precept	£ 15,050.00		15,050.00		15,050.00		
SKDC Caretakers grant	£ 463.32		463.32		463.32		
SKDC UKSPF FUNDING	£ 5,250.00		5,250.00		5,250.00		
BIOMOOR ENERGY COM	£ 700.00		700.00		700.00		
EasyFundraising	£ 18.81		18.81		18.81		
Wedding car parking	£ 90.00		90.00		90.00		
Bank Interest	£ 75.91			75.91			
HMRC Vat reclaim	£ 434.38		434.38		434.38		
PFFR (ringfenced ABW)	£ 311.09		311.09			311.09	
PFFR (ringfenced xmas lts)	£ 137.14		137.14			137.14	
PFFR(ringfenced ABF)	£ 5,291.36		5,291.36			5,291.36	
PFFR FLOAT RETURN	£ 600.00		600.00			600.00	
<b>sub total</b>	<b>£28,422.01</b>	<b>£69,159.24</b>	28,346.10	75.91	-	22,006.51	6,339.59
<b>Expenditure</b>							
PFC (ringfenced)	£ 2,444.13		2,444.13				2,444.13
PFC Vat paid by PC	£ 364.63		364.63		364.63		
Playing field outgoings	£ 7,403.35		7,403.35		7,403.35		
Salaries & Income Tax	£ 3,881.05		3,881.05		3,881.05		
Insurance			-				
Administration expenses	£ 54.00		54.00		54.00		
admin expenses vill hall rent	£ 97.00		97.00		97.00		
Village maintenance gen	£ 579.56		579.56		579.56		
Village maintenance grnds	£ 762.50		762.50		762.50		
admin LALC	£ 35.00		35.00		35.00		
Electricity	£ 51.80		51.80		51.80		
Recoverable VAT	£ 1,633.57		1,633.57		1,633.57		
<b>sub total</b>	<b>£ 17,306.59</b>		17,306.59	-	14,862.46	2,444.13	
<b>Closing balance</b>	51,852.65		30,958.14	20,894.51	18,340.23	12,617.91	
			TRANSFER FROM C/A TO SAVINGS FOR HIGHER INTEREST				
			20,000.00	20000			
		<b>HSBC BALANCES</b>	10,958.14	40,894.51			

**The 2026/27 Budget and precept were discussed.**

This had been previously circulated to all Councillors for review and all forthcoming expected costs/ unexpected costs were considered. Discussions took place to consider such costs as playing field equipment and maintenance, utilities and how

much this would be used. It was agreed that as the Parish Council own the playing field, they have a responsibility to the village for the upkeep and maintenance. It was resolved to accept the budget for 2026/27 at £32234, a rise in the precept request of 6.9%

**CLERK TO ACTION:** Clerk to make relevant payments of outstanding invoices. Clerk to inform Hempsteads grass cutting quote is accepted. Clerk to inform Gilders winter work approved. Clerk to inform LALC subs and ATS accepted. Clerk to email precept request to SKDC. Clerk to upload above reports and budget to website.

**105/25 TO RECEIVE PLANNING REPORT** (previously circulated to councillors)  
S25/2309 – Lofty Trees, The Green Allington. Request to fell and remove sycamore trees

**106/25 TO RECEIVE CLERKS REPORT**

Since the last meeting the following actions have taken place:

Email was sent to LCC regarding the weight limit signage on Gonerby Lane. A walk-around the village was arranged by County Councillor Litchfield and took place on 18<sup>th</sup> December with Cllr Marvin. Several issues around the village were discussed which Cllr Litchfield will action, including the above weight limit signage request that was sent to LCC.

TWS Joinery were approached regarding the invoice sent for the joinery work on the bus shelter which was discussed at the last meeting. I queried the amount due as the work was not carried out according to the original quote. The joiner agreed to lower the cost from £574.37 to £524.37 to reflect the amount of work actually completed.

\*I have contacted Kimberley Pickett at SKDC regarding a further meeting about the proposed village emergency plan. We are still waiting for Kimberley to offer a date she is available to commence discussions about the plan.

New coopted councillor forms (DPI and DoAoO) were sent to the team at SKDC and added to the website for Cllr Ruth Scott.

The internal auditor has started the interim internal audit for which we are still awaiting her full report. I am pleased to report she is very happy with our progress and can see we are tackling many of the issues raised. She has pointed out some key areas which still require work and will be sending a report in due course.

The work has commenced on the play park project which has uncovered further issues that require attention. This will be discussed by councillors at item 10 on the agenda. Andrew Black was contacted for advice about the train in the park and this has been dismantled and removed for repairs.

I have emailed P Hempsteads and advised them their quote for the winter work has been approved.

A date has yet to be arranged for a meeting with the PFFR regarding forming a new joint committee which Cllr Carlyle is working on the Terms of reference

\*Cllr Marvin reported that she had spoken to Kimberley Pickett see below notes

**107/25 PLAY PARK REPAIRS**

Cllr Carlyle gave an update on the play park repairs and re-surfacing works. Although work has commenced this has uncovered several other unforeseen issues with the surface below the rubber which is showing significant subsidence as no hardcore was laid the first time around therefore the ground was soft and loose. This also affects the train and swing area. It also uncovered extensive amounts of rust to the train, supports and slide. Local company, Vale Protective Coatings, have kindly removed the train for necessary welding and re-painting. As the surface needs to be re-laid before the end of February due to the requirements of the grant a discussion took place regarding the timing of the return of the train and continuation of the groundwork. Commercial Play Ltd have quoted a further £3500+VAT for the additional amount of hardcore. Further discussions were held to justify these costs, and it was agreed that Allington Play Park is famous for the "train" as there are few of its kind and that so far, the original surface has done well to last 20 years. Comparisons were made between commercial equipment costs and the kind for home usage and that if this expenditure lasts 20 years, then it is cost effective in the long run. Cllr Carlyle mentioned that it would need careful timing that needs to be well managed in order for the train to be returned and the surface to be completed by the deadline.

**ACTIONS:** Cllr Carlyle to contact Commercial Play to discuss the quote and timeframe and Cllr Plummer to liaise with Vale Protective regarding a timeframe for the return and re-installation of the train.

#### **108/25 HARWORTH DEVELOPMENT**

Cllr Baron gave an update on the latest developments regarding the Harworths planning application. He stated that he had spoken with the case officer at SKDC who explained there were concerns regarding the proposed exit and entry point for the site and that a decision should be in place by the end of February. The case worker indicated that if the planning is turned down the developer would go to a committee and appeal and that a Public Enquiry could then be requested if this happens. In the meantime, nothing is expected to happen before the end of February 2026.

#### **109/25 BUS SHELTER**

As discussed at the last meeting the joiner had advised that a new roof would be required for the bus shelter. Therefore, it was agreed that no quotes for re-painting could be considered at this point.

**CLERK TO ACTION:** Clerk to contact joiner and request the new roof quote asap.

#### **110/25 MUGA**

Further discussions took place regarding the recent quote from Bingham Ground Services. It was agreed that the maintenance quote was the best option, but further information was needed to establish whether this was an annual one-off job that should only need to be done annually.

**Clerk to action** – to contact Simon Bingham and clarify what is included in the general cleaning and maintenance quote of £1100 + vat and whether this would be an annual requirement.

#### **111/25 EMERGENCY PLAN**

Cllr Marvin reported that she had spoken with Kimberley Pickett (Community Liaison) regarding a date for a meeting for creating the Emergency Plan for the village. Cllr Marvin advised she would also contact Cllr Leadenham to see if he can help with this as there may be a model plan which can be used as a template. It was mentioned that various groups should be invited to participate in the plan and discussions including the Village Hall, Allington Manor, The Welby Arms, Arena UK, Berkley Parks, and Sedgebrook Parish Council.

Dates were discussed however the Village Hall is unavailable for the dates Kimberley offered.

**CLERK TO ACTION:** To arrange liaison with Kimberly Pickett (Community Resilience Officer) at SKDC for alternative dates.

#### **112/25 TO CONSIDER FORMING PLAYING FIELD /FUNDRAISERS COMMITTEE**

Further discussions took place regarding the formation of a Playing field and fundraisers committee which would include some Parish Councillors and PFFR members to form a joint committee to ensure all legal requirements and audit requirements are met in future. Cllr Marvin recommended that District Cllr Leadenham, as vice chair of the SKDC licensing committee and would give valuable insight on requirements. It was also suggested that a meeting with PFFR members first would also give an insight in to the way their events work.

This would help Cllr Carlyle to create the TOR needed for a new committee.

**ACTIONS:** Cllr Carlyle to have a meeting with PFFR, contact Cllr Leadenham for guidance and to create a framework for the TOR.

#### **113/25 CAR PARKING AT VILLAGE SCHOOL**

Further to recent complaints regarding car parking at school drop off and pick up times a discussion took place regarding the illegal parking and obstruction of pavements. LCC are aware of the situation and advice was also taken from the local community police who have both confirmed that obstructing the highway is an offence which should be reported.

**CLERK TO ACTION:** Clerk to write to the school to politely remind parents to park carefully and advise that community police have been informed and are aware of the situation.

#### **114/25 AGENDA ITEMS FOR THE NEXT MEETING**

Defibrillators – Cllr Reynolds to report.  
 Bus Service – Cllr Baron to report  
 Village Christmas Tree – Cllr Baron to investigate costs  
 Emergency Plan update  
 Harworths update  
 Bus Shelter update  
 MUGA update  
 Events/PFFR committee update.

#### **115/25 DATE OF THE NEXT MEETING**

Due to the Clerk being unavailable the date of the next meeting has been agreed for March 18<sup>th</sup>, 2026, to be chaired by Cllr Reynolds (Vice Chair) in the absence of Cllr Marvin.

Dates for the rest of the year after the APCM in May as follows:

July 8<sup>th</sup> 2026

Sept 9<sup>th</sup> 2026

Nov 11<sup>th</sup> 2026

Jan 13<sup>th</sup> 2027

March 10<sup>th</sup> 2027

**ACTION:** Clerk to book village hall.

**CLLR MARVIN CLOSED THE MEETING AT 9:30PM**