

STUBTON PARISH COUNCIL

Dear Councillors,

You are hereby summoned to attend a Meeting of the Parish Council on **Monday 15th September 2025 at 7pm at Stubton Village Hall, Fenton Road, Stubton**, for the purposes of considering & resolving upon business to be transacted as set out in this Agenda.

Prior to the commencement of the Meeting there will be a public forum for a maximum of 20 minutes, where members of the public may ask questions or make short statements to the Parish Council. This will be followed by Reports from Ward and/or County Councillors in attendance.

The public forum may not be recorded since it does not form part of the formal Parish Council Meeting. The Clerk will record the Agenda of the Parish Council Meeting for the purpose of preparation of the Minutes. Recordings will be deleted once Minutes are drafted.

Signed: *Jackie Britten-Crooks*

Parish Clerk

Dated: 8th September 2025

Council Members: Cllr Sam Kirk (Chairman) Cllr David Wood (Vice-Chairman), Cllr Jenny Taylor.

AGENDA

1. WELCOME REMARKS FROM THE CHAIRMAN

2. APOLOGIES FOR ABSENCE

To receive & **Resolve** to accept apologies for absence where reasons for absence have been given to the Clerk prior to the Meeting.

3. DECLARATIONS OF INTEREST

To receive Declarations of Interest under the Localism Act 2011 – this being any pecuniary or non-pecuniary interest in agenda items not previously recorded on Members' Register of Interests.

4. MINUTES

Motion: To **Resolve** to accept the Minutes of the Extraordinary Meeting held on 7th July 2025 and for the Chairman to sign the approved Minutes.

5. VILLAGE SIGN

- a) Motion: To approve a mock-up design for the village sign & to **Resolve** to approve the quotation provided by Roll & Scroll & for the Clerk to place the order. Appendix 1
- b) To approve a precise location for the sign so that Utilities can be consulted & the Highways Licence Agreement can be completed & returned.
- c) To discuss the necessary groundworks & likely cost implications. To **Resolve** to approve payment, subject to satisfactory quotations within an approved budget.

6. FLAG REVIEW

Motion: To consider & **Resolve** a flag flying schedule for the village green flagpole for the next year.

7. CLERK'S REPORT

8. BUDGET

To consider & **Resolve** a budget & precept for 2026/2027 based on the Draft Budget for that period. Appendix 2

9. FINANCE

To note bank balance as of September 2025 & bank reconciliation figure. Appendix 3

10. CLERK TRAINING & EMPLOYMENT

Pursuant to the Public Bodies (Admission to Meetings) Act 1960, to **Resolve** to exclude the public & press from the remainder of the meeting due to the confidential nature of the matter to be discussed. Appendix 4 (GDPR)

11. END OF MEETING

Date of next meeting:



QUOTATION

ROLL AND SCROLL

Date: 30 MAY. 2025

01476 861025 or 07896349742

Works Unit 3, Inner Street, Grantham, Lincs. NG31 6HN

E-mail: Rollandscroll@aol.com

FACEBOOK Roll and Scroll

www.rollandscroll.com

To

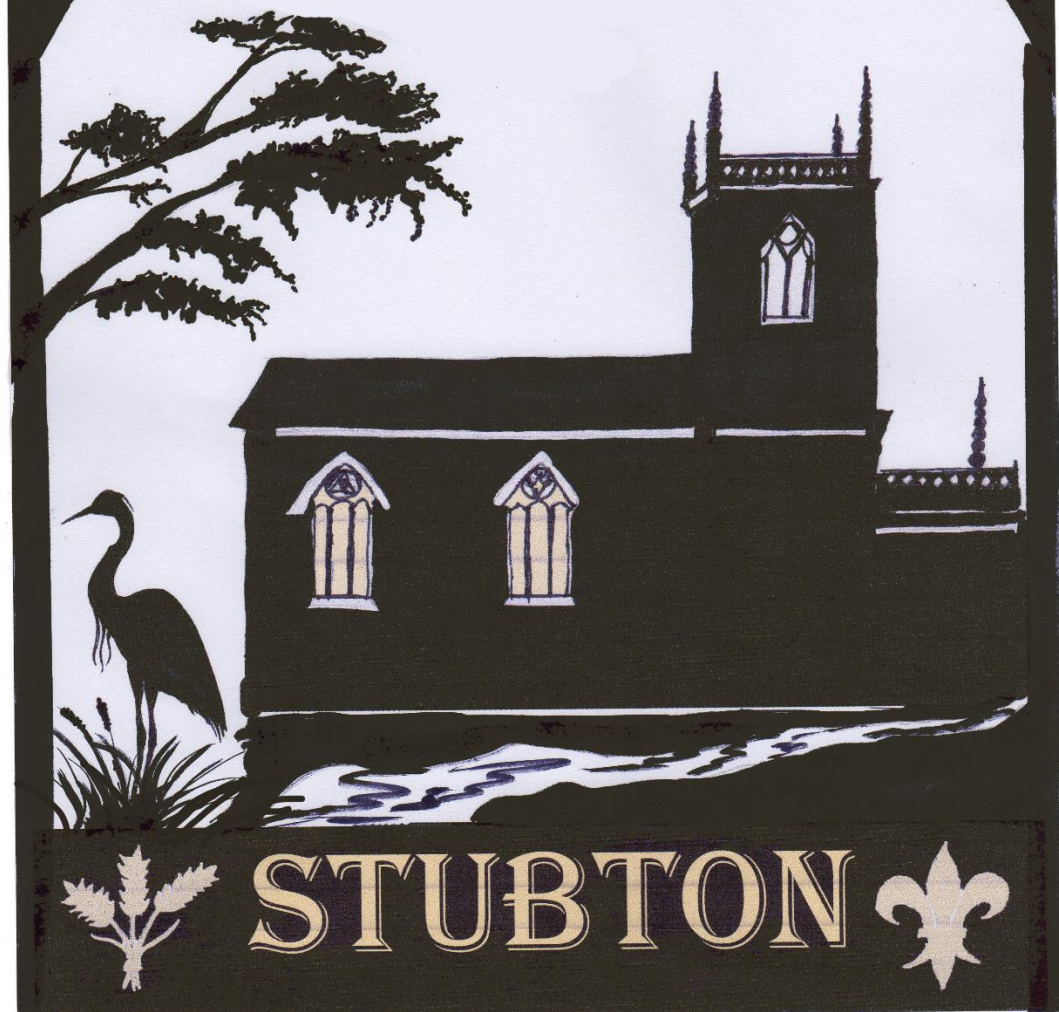
JACKIE BRITTEN-CROOKS
STUBTON PARISH COUNCIL

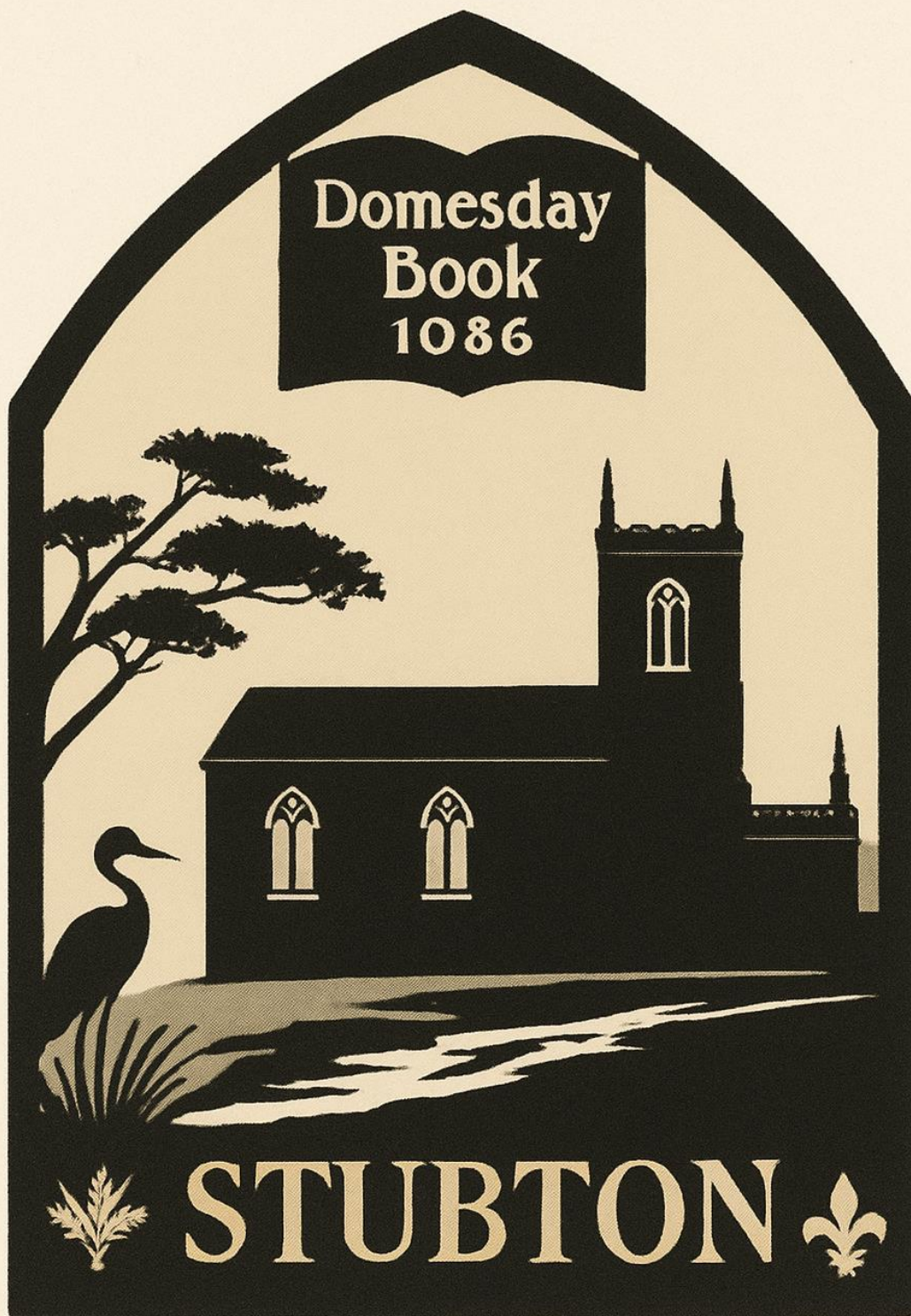
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Qty	Description	Unit Price	Line Total
1	BESPOKE VILLAGE SIGN SHOT BLASTED AND POWDER COATED 4FT x 3FT	£1050.00	£1050.00
1	FRENCH OAK POST 200 x 200 MM (4M LONG)	£505.00	£505.00
1	GALVANISILNG THIS PRICE MAY CHANGE!	£350.00	£350.00
1	DELIVERY	£100.00	£100.00
	SUPPLY ONLY TO BE INSTALLED BY YORSELVES		
		Subtotal	£2,005.00
		Total	£2,005.00

This quotation will be valid for 14 days due to price increases this is total prices

Domesday
Book
1086





Draft Budget 2026 - Excel

JACKIE BRITTEN-CROOKS JB

File Home Insert Draw Page Layout Formulas Data Review View Help Tell me what you want to do

Clipboard Font Alignment Number Styles Cells Editing Add-ins

C5 fee for registration & submission of CILCA portfolio

	A	B	C	D	E	F	G	H	I	J
1	DRAFT BUDGET 2026/2027	PROPOSED SUM	COMMENTS							
2										
3	LALC Membership	100								
4	ATS Training Scheme	?	Whether to continue due to lack of courses on offer & uptake? £135.00							
5	SLCC	?	fee for registration & submission of CILCA portfolio							
6	Church Green Bins	100								
7	Defibrillator donation	100	£50 increase on 2025 - running cost is circa £200 per yr							
8	Stationery/admin	100								
9	Village planting scheme	160								
10	Webmaster	60	may not be needed as still over 1 hr remaining							
11	Insurance	300	may be less than £300 but just in case there's an increase							
12	Flag replacements	30								
13	ICO D/D	48								
14	Events	200	eg. Parish Meeting snacks/refreshments etc.							
15	Maintenance	120	paint and materials for upkeep of assets							
16	Email account(s)	100	new requirement under fin. regs for 2026 .gov or .org emails							
17	Sign shortfall for groundworks	200	may not be needed but just in case							
18	Election 2027	?	no idea of cost implication due to unification/poss loss of DCs							
19	general reserve sum for ad hoc expenditure	200	Course fees, donations etc.							
20	Bank Charges	30	based on reduced reserves after sign purchase							
21										
22										
23										
24										
25										
26										
27										
28										
29										

Sheet1

Ready Accessibility: Good to go

15°C Clear 23:57 07/09/2025

BANK RECONCILIATION

BALANCE FROM LAST PARISH COUNCIL MEETING: **£5690.87**

OUTGOINGS SINCE JUNE:

POPPY WREATH: 24.49

CURRENT ACCOUNT CHARGES: £5.81

NEW RECONCILED BALANCE IN CURRENT ACCOUNT £660.57

INTEREST ACCOUNT: £5,000 (interest payment due to be paid in September)

TOTAL MONIES IN BANK £5,660.57