

**MINUTES OF WILSFORD ANNUAL PARISH COUNCIL MEETING HELD ON 13 MAY 2025
IN THE SMALL ROOM OF THE VILLAGE HALL DIRECTLY AFTER THE ANNUAL MEETING
AT 7.00PM**

Present Cllrs Sirs, Miller, Harrison, Reseigh, Brickles, Corner.

In Attendance. Denise Gascoyne Parish Clerk

1.Election of Chair. The Clerk asked if anyone was willing to stand as Chair. It was proposed, seconded and

Resolved that Cllr Sirs be re-elected as Chair of Wilsford Parish Council. Cllr Sirs signed the formal Declaration of Acceptance of Office as Chair. This was countersigned by the Clerk as Proper Officer of the Council.

2.Election of Vice-Chair. The Chair asked if anyone was willing to stand as Vice-Chair. It was proposed, seconded and

Resolved: that Cllr Harrison be re-elected as Vice-Chair of Wilsford Parish Council. Cllr signed the formal Declaration of Acceptance of Office as Vice-Chair. This was countersigned by the Clerk as Proper Officer of the Council.

3.To receive Declaration of Office and Members' Disclosable Pecuniary and other interests. All remaining Cllrs signed the formal Declaration of Acceptance of Office. These were countersigned by the Clerk as Proper Officer of the Council.

All Cllrs signed the Members' Disclosable Pecuniary and other interest forms. A copy would be sent to the Monitoring Officer and a copy added to the website.

4.Election of Finance Officer. It was proposed, seconded and

Resolved that Cllr Blankley be elected as Finance Officer to oversee the accounts.

5.Apologies for Absence.

a. Apologies for absence with valid reasons was received from Cllr Blankley. It was proposed, seconded and

Resolved: to accept apologies with valid reasons from Cllr Blankley.

6.To approve and accept as a true record the notes of the Parish Council meeting held on 08 April 2025. It was proposed, seconded and

Resolved that the minutes of the meeting held on 08 April 2025 be accepted as a true record and these were signed by the Chair.

7.To review and accept New Model (2025) Standing Orders. A copy of the New Model (2025) Standing Orders had been circulated to all Cllrs. It was proposed, seconded and

Resolved: that the New Model (2025) Standing Orders be adopted by Wilsford Parish Council and a copy would be added to the website.

8.To review and accept 2025 Financial Regulations. The Clerk had not had time to make the amendments to the 2025 Financial Regulations. Therefore, it was proposed, seconded and

Resolved: to defer the 2025 Financial Regulations until the next meeting.

9.To review and accept the following new/amended policies

- Data Breach Policy
- Subject Access Request Procedure
- Record Retention Policy

The above policies had been circulated to all Cllrs. It was proposed, seconded and

Resolved: that the above policies be adopted en-bloc and copies added to the website.

10.To declare eligibility and adoption of The General Power of Competence (compliant with S.1-8 Localism Act 2011 and the Parish Councils (General Power of Competence Prescribed Conditions) Order 2012.

It was proposed seconded and

Resolved: to declare eligibility and adoption of The General Power of Competence as CiLCA was obtained on 20.05.19.

11. To appoint a representative on the following:

- | | | |
|-----------------------|---|--------------------|
| • Allotments | - | Cllr Brickles |
| • Biodiversity | - | Cllr Miller |
| • Cemetery/Churchyard | - | Cllr Reseigh |
| • CLT | - | Cllr Sirs |
| • Playing Field | - | Cllr Harrison |
| • Village Hall | - | Cllr Blankley |
| • Emergency Plan | - | Cllrs Sirs, Corner |

12. To approve and accept the Asset Register. The Asset Register to 31 March 2025, had been circulated to all Cllrs. It was proposed, seconded and

Resolved: to accept the Asset Register to 31 March 2025.

13.Finance.

a. Section 1 of the Annual Governance and Accountability Return (AGAR) 2024/2025 was read out by the Chair. It was proposed, seconded and

Resolved: that Section 1 of the AGAR 2024/2025 be accepted and signed by the Chair. This was recorded as Minute Reference 13(a).

b. Section 2 Accounting Statement of the AGAR had been circulated to all Cllrs. It was proposed, seconded and

Resolved: that Section 2 of the Accounting Statement of the AGAR be accepted and signed by the Chair. This was recorded as Minute Reference 13(b).

c. The Internal Audit Report had been circulated to all Cllrs. It was proposed, seconded and

Resolved: to accept the Internal Audit Report.

d. The Certificate of Exemption Part 2 (AGAR) had been circulated to all Cllrs. It was proposed, seconded and

Resolved: to accept the Certificate of Exemption Part 2 (AGAR) and this was signed by the Chair. This was recorded as Minute Reference 13(d).

e. The Statement of Accounts had been circulated to all Cllrs. It was proposed, seconded and

Resolved: to accept the Statement of Accounts and this was signed by the Chair.

14.To review and accept the Insurance Policy and resolve to pay the premium. It was proposed, seconded and

Resolved to accept the Insurance Policy and pay the premium.

It was proposed, seconded and

Resolved to continue with the ordinary Parish Council meeting. This began at 7.15pm

15. Chair Update

The Chair thanked Cllr Hagues for all his hard work as County Cllr and all the progress made with issues. It was hoped that the new County Cllr would be as helpful.

a. Cllr Sirs reported that LCC propose to make an order under their powers which will be to prohibit waiting at the junction of Main Street and School Lane. Proposals to be advertised in the local newspapers on 16 May 2025

The flashing light on the bend had now been fixed by LCC. However, the one coming Wilsford Hill to Ancaster had still not been fixed. It was proposed, seconded and

Resolved: to add this to Fix My Street.

b.A resident had offered to loan the parish council a ride on lawn mower for the playing field when necessary. After a brief discussion, it was proposed, seconded and

Resolved to thank the resident, but not to accept the offer.

c. The quotation for a new post and unmetered supply for defibrillator had been accepted by Cllrs. It was proposed, seconded and

Resolved to contact NKDC to obtain a meter supply number and add to their Asset register.

16.Report from Outside Bodies.

a. Allotments – A report had been read out at the Annual Meeting.

b. Biodiversity – Cllr Miller reported that she had saved seed from last year. This had now all been planted and had all taken.

c. Cemetery – A report had been heard at the Annual Meeting.

d. CLT – Nothing to report.

e. Playing Field – The skate ramp still needed repairing, but it was proving difficult to get a welder on site. Cllrs had a difference of opinion as to what actually needed doing. Therefore, after the meeting they would inspect the skate ramp and report back to the next meeting.

It had been reported that the grass on the playing field was too long. Cllrs would investigate.

f. St Mary's Church – A verbal report had been given at the Annual Meeting.

g. Village Hall – A verbal report had been given at the Annual Meeting.

h. Handyman – The Handyman was thanked for all his hard work, and his report was passed around Cllrs.

17.Parish Clerk Update

a. The Clerk had forwarded details of White Gates recently purchased for Ancaster. Some Cllrs were for them, some were against. After a brief discussion, it was proposed, seconded and

Resolved to leave this in abeyance until we hear from Highways re reduction in Speed Limit.

b. The Clerk had not investigated the gov.uk email addresses to date. Therefore, it was proposed, seconded and

Resolved: to defer this item to the next meeting.

c. The Clerk confirmed notification had been received that the Data Protection Fee had been increased for £35 to £47 per annum. The Clerk confirmed the budget had been adjusted.

18.Correspondence

a. NKDC Parish and Town Council April Newsletter – circulated to all Cllrs.

b. Notification of traffic restriction 19.05.25 Main Street (between Back Lane and a point 1400m South) 8am-5pm. FOR INFORMATION ONLY.

c. LALC e-news – circulated to all Cllrs.

d. NBB Recycled Furniture

19.Planning

a. E1A/01/25 to vary condition 2 of planning permission 18/0298 to increase general waste from 260,000 to 350,000 tonnes per annum.

Cllr Sirs told the meeting he and Cllr Sayer (Ancaster Chair) had prepared a letter with our comments which had been returned to Planning at LCC along with photographs, volunteer report and initial letter to Mid Uk re littering. To date no reply had been received.

b. 25/0495 Planning application to remove lower branch Ash and remove Yew 40 Main Street. It was proposed, seconded and

Resolved: to make no comments on this application.

20.Finance.

a. The Bank reconciliations and cashbook to 30 April 2025 had been circulated to all Cllrs. It was proposed, seconded and

Resolved: to accept the Bank reconciliations and cashbook to 30 April 2025 and these were signed by the Chair.

b. The Approval List for Staff BACS Payments had been circulated to all Cllrs. It was proposed, seconded and

Resolved: to accept the Staff BACS Approval List amounting to £595.36 and authorise the Clerk to make the payments.

c. The Approval List for BACS Payments had been circulated to all Cllrs. It was proposed, seconded and

Resolved: to accept the BACS Approval List and authorise the Clerk to make the following payments.

C B Ground Maintenance	Grass cutting	£790.00
Colin Ward	News and Views	£148.00
Zurich	Insurance	£377.38
Amazon	No Dog Fouling Signs	£20.97
Hazel Hill	Internal Audit	£60.00
Wilsford V Hall	Library Visit	£8.00
Wilsford V Hall	PC Meeting	£16.00

21.Report from Cllrs.

a. Cllr Corner said we had ordered dog bags before. It was proposed, seconded and **Resolved** to investigate and place an order.

b. Cllr Harrison suggested we ask NKDC if the road sweeper could come through the village.

22.Date of Next Meeting.

a. The date of the next meeting was confirmed as 10 June 2025 at 7.00pm in the small room of the village hall.

There being no further business the meeting closed at 8.20pm

Chair
Wilsford Parish Council
10 June 2025