

WILSFORD PARISH COUNCIL

MINUTES OF WILSFORD PARISH COUNCIL ANNUAL MEETING HELD ON 12 MAY 2026 IMMEDIATELY AFTER THE ANNUAL PARISH MEETING

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

In Attendance Incoming Clerk David Rhodes and 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 Harrison signed the Declaration of Acceptance of Office as Vice-Chair. This was countersigned by the Clerk as Proper Officer of the Council.

3.To receive Declarations 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 re-elected as Finance Officer to oversee the accounts.

5.Apologies for Absence None

6.To approve and accept as a true record the notes of the Parish Council meeting held on 14 April 2026. It was proposed, seconded and

Resolved that the minutes of the parish council meeting held on 14 April 2026 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 readopted and a copy added to the website.

8.To review and accept 2025 Financial Regulations. A copy of the 2025 Financial Regulations had been circulated to all Cllrs. It was proposed, seconded and

Resolved that the 2025 Financial Regulations be readopted and a copy added to the website.

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9.To review and accept new/amended policies.

HR Committee – Terms of Reference. As LALC were in the process of updating terms of reference. It was proposed, seconded and

Resolved to defer this to a future meeting when LALC had updated their terms of reference.

It was proposed, seconded and

Resolved that the following policies be accepted en-block and a copy added to the website.

- NKDC Code of Conduct
- Data Breach Policy
- Annual Investment Strategy

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.

As the Clerk was leaving her post and the new Clerk had not yet obtained the CiLCA qualification, it was proposed, seconded and

Resolved that Wilsford Parish Council could not adopt the General Power of Competence until the new Clerk had obtained the CiLCA qualification.

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 and Corner |

12.To approve and accept the Asset Register. The Asset Register to 31 March 2026 had been circulated to all Cllrs. It was proposed, seconded and

Resolved to accept the Asset Register to 31 March 2026.

13.Finance

a. Section 1 of the Annual Governance and Accountability Return (AGAR) 2025/2026 was read out by the Chair. It was proposed, seconded and

Resolved that Section 1 of the AGAR 2025/2-26 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 Accounting Statement of the AGAR be accepted and signed by the Chair. The was recorded as minute reference 13(b).

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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. The Insurance Policy had been circulated to all Cllrs. It was proposed, seconded and

Resolved to accept the Insurance Policy amounting to £442.61 and pay the premium.

Before the Annual Meeting closed David Rhodes was introduced to everyone as the new Clerk. He signed his contract and would accept his position on the 01 June 2026.

The Annual meeting closed at 7.45pm

It was proposed, seconded and

Resolved to continue with the ordinary Parish Council Meeting.

15. **Chair Update** – nothing to report

16. **Reports from outside bodies.**

a. Allotments – discussed in Annual Meeting

b. Biodiversity – discussed in Annual Meeting

c. Cemetery – discussed in Annual Meeting

d. CLT - discussed in Annual Meeting

e. Playing Field – Cllr Harrison was still concerned about the amount of dog mess on the playing field. He suggested putting something in the News and Views. It was proposed, seconded and

Resolved he would email the Clerk for her to include with her copy.

f. St Mary's Church – the Church Clock should soon be back in place. This has been delayed through illness etc.

g. Village Hall – discussed in the Annual Meeting

h. Handyman – His report had been circulated around councillors. The Handyman was thanked by the Chair for all his hard work going above and beyond to keep the village tidy.

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He was asked if he could clean and treat the new benches on the playing field. Cllr Corner agreed to purchase the materials necessary.

17.Parish Clerk Update – Nothing to report.

18. Correspondence

- a. Lincolnshire Flood & Resilience Team – Fix My Flood – circulated to all Cllrs.
- b. NKDC Parish Newsletter April 2026 – circulated to all Cllrs.
- c. LALC e-news – circulated to all Cllrs.
- d. LCC Town & Parish Newsletter – circulated to all Cllrs.
- e. Notification of Traffic Restrictions Wilsford/Greylees/Quarrington 15 June 2026 to 19.06.26 (Date amendment)

19.Planning

- a. NKDC Changes to managing trees in a Conservation Area – circulated to all Cllrs.
- b. 25/0663 Planning approval to discharge Condition 3 at 31 Main Street Wilsford. FOR INFORMATION ONLY.

20.Finance

- a. The Bank Reconciliations and Cashbook to 30 April 2026 had been circulated to all Cllrs. It was proposed, seconded and **Resolved** to accept the Bank Reconciliations and Cashbook to 30 April 2026. 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 Approval List for Staff BACS payments amounting to £628.05 and authorise the Clerk to make the payments.

- c. The Approval List for BACS and DD Payments had been circulated to all Cllrs. It was proposed, seconded and **Resolved** to accept the Approval List for BACS and DD Payments and authorise the Clerk to make the following payments.

Castle Print & Design	Newsletter	£150.00
CB Ground Maintenance	Grass Cutting	£550.00
Tracey Elmes	Internal Audit	£60.00
Zurich	Insurance	£442.61
Cathedral Stationery	A4 Paper	£22.74
Wilsford Village Hall	Hire charges	£16.00

- d. The Clerk confirmed that the VAT Repayment for year ending 31 March 2026 amounting to £560.92 had been received from HMRC.

21.Report from Cllrs – nothing to report.

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22. Training

a. LALC Training Bulletin had been circulated to all Cllrs. Cllrs were reminded that if they wished to attend any training to contact the Clerk.

23. Next Meeting.

a. The date of the next meeting was confirmed as 09 June 2026 at 7.00pm in the small room of the village hall.

There being no further business the meeting closed at 8.45pm

Signed
Chair Wilsford Parish Council

09 June 2026