


SOUTH KELSEY & MOORTOWN PARISH COUNCIL

Dear Councillor

You are hereby summoned to attend the next meeting of South Kelsey & Moortown Parish Council, which will be held on Monday, 10 February 2025, commencing at 7pm, in South Kelsey Village Hall. The business to be dealt with at the meeting is listed in the agenda.

There will be a 15-minute public forum between 7pm and 7.15pm when members of the public may ask questions or make short statements to the Council, and your attendance is also requested during this period.

Dated 28 January 2025

A handwritten signature in black ink, appearing to read 'C Major', is written over a faint horizontal line.

Christine Major
Clerk to the Parish Council

SOUTH KELSEY & MOORTOWN PARISH COUNCIL

Meeting to be held on Monday, 10 February 2025 at 7.00pm
at South Kelsey Village Hall

AGENDA

Public Forum

Open Meeting – 15-minute public forum

Reports from District and County Councillors

Commence Formal Parish Council Meeting; Standing Orders invoked:

25/005 Apologies for absence and acceptance of any reasons given

25/006 Declarations of interest in accordance with the Localism Act 2011

25/007 Approve the minutes of the Meeting of the Parish Council held on 12 December 2024 and the Extraordinary Meeting 6 January 2025, whereby they be signed by the Chair as true and accurate record of the meeting.

25/008 Finance and accounts for payment.

- a. Accounting Statements & Unity Trust Bank Statement: To approve the Accounting Statements for the periods ending 31 December 2024 and 31 January 2025
- b. Schedule of Payments: To approve payments.
- c. Incoming payments: To note and resolve accounting and payment transfer(s)

25/009 Clerk's report on matters outstanding and correspondence.

25/010 Debrief following play area project

25/011 Three-year plan interim

25/012 Budget

25/013 Emergency Planning

25/014 VE Day 80th Anniversary 8 May

25/015 WhatsApp

25/016 Park Opening group

25/017 South Kelsey Park

- a. COF update
- b. Tree report
- c. Gate
- d. Parking
- e. Park Opening Group

25/018 Support of victims of domestic/sexual violence

25/019 Policy updates

25/020 Agenda items for the Parish Council Meeting to be held on Monday 10 March 2025

SOUTH KELSEY AND MOORTOWN PARISH COUNCIL

**ACCOUNTING STATEMENTS
FOR THE PERIOD 01/04/24 - 31/01/2025**

EXPENDITURE

EXPENDITURE 2024/25																VARIANCE
ITEM	ADMINISTRATION/ GENERAL	BUDGET 24/25	APRIL	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	TOTAL £	£
1	Wages	4,414.80	283.01	452.79	367.90	428.37	372.21	287.32	486.27	301.84	301.84	377.30			3,658.85	755.95
2	Working from home a/l	312.00	26.00	26.00	26.00	26.00	39.00	26.00	26.00	26.00	26.00	26.00			273.00	39.00
3	Expenses	60.00				2.90									2.90	57.10
4	Travel	110.25		2.25		4.50	18.00	21.60	9.00	9.00					64.35	45.90
5	Clerk Training	191.80						119.48	20.58						140.06	51.74
6	LALC Annual Training Scheme	132.00	132.00												132.00	0.00
7	Councillor Training	100.00													0.00	100.00
8	Councillor Expenses	60.00													0.00	60.00
9	IT	501.36	5.49	5.49	30.21		60.00	5.49	90.19	19.85	19.85	17.85			254.42	246.94
10	Stationery	75.00		32.72											32.72	42.28
11	Publishing & Events	150.00	25.24							140.99					166.23	-16.23
12	Hall Hire	440.00	74.00	20.00	40.00	28.00		16.00	36.00	24.00	16.00				254.00	186.00
13	Liability Insurance	465.41		437.00						265.17					702.17	-236.76
14	LALC Membership	186.86	186.86												186.86	0.00
15	ICO	42.60							40.00						40.00	2.60
16	Internal Audit	213.00													0.00	213.00
17	Unity Bank Charges	72.00			18.00										18.00	54.00
18	Grants	110.00								110.00					110.00	0.00
19	Charitable donations	110.00								110.00					110.00	0.00
	SUB TOTAL	7,747.08	732.60	976.25	464.11	489.77	489.21	475.89	708.04	896.85	363.69	421.15	0.00	0.00	6,035.56	210.97
	VILLAGE MAINTENANCE SPENDS	BUDGET 24/25	APRIL	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	TOTAL	VARIANCE
20	Grass Cutting	1,355.70	79.80	159.60	159.60	159.60	239.40	159.60							957.60	£398.10
21	Grounds Person	1,086.00				543.00	543.00								1,086.00	£0.00
22	Defibrillators	212.00				212.00									212.00	£0.00
23	Anglian Water	50.00		34.91											34.91	£15.09
24	Community Speed Reduction	4,500.00		5,400.00		-1,000.00				100.00					4,500.00	£0.00
	SUB TOTAL	7,203.70	79.80	5,594.51	159.60	-85.40	782.40	159.60	0.00	100.00	0.00	0.00	0.00	0.00	6,790.51	413.19
	TOTAL EXPENDITURE	14,950.78	812.40	6,570.76	623.71	404.37	1,271.61	635.49	708.04	996.85	363.69	421.15	0.00	0.00	12,826.07	£624.16

Park
Park

SOUTH KELSEY AND MOORTOWN PARISH COUNCIL

ACCOUNTING STATEMENTS
FOR THE PERIOD 01/04/24 - 31/03/2025

RESERVES

	BUDGET 24/25	APRIL	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	TOTAL	
25	CONTINGENCY RESERVES														
	3 month operating costs	1,799.31												0.00	
26	Park Parish Repairs	1,000.00		157.52						281.65				439.17	
	SUB TOTAL	2,799.31	0.00	157.52	0.00	0.00	0.00	0.00	0.00	281.65	0.00	0.00	0.00	439.17	
	EARMARKED RESERVES	BUDGET 24/25	APRIL	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	TOTAL
27	Elections	3,481.00													0.00
28	Defibrillators (replacement)	200.00													0.00
29	Laptop (replacement)	200.00				223.34									223.34
30	Printer (replacement)	60.00													0.00
31	Earmarked CILs	4,016.56								4,016.56					4,016.56
32	Park Reserves *	12,712.47								12,712.47					12,712.47
33	CILCA Qualification	100.00													0.00
34	Community	2,398.00		106.36						2,291.64					2,398.00
	SUB TOTAL	23,168.03	0.00	0.00	0.00	223.34	0.00	0.00	0.00	19,020.67	0.00	0.00	0.00	0.00	19,350.37
	TOTAL RESERVES	25,967.34	0.00	157.52	0.00	223.34	0.00	0.00	0.00	19,020.67	281.65	0.00	0.00	0.00	19,789.54

CARRY FORWARD
£1,799.31
£560.83
2,360.14
£3,481.00
£200.00
-£23.34
£60.00
£0.00
£0.00
£100.00
£0.00
3,817.66
6,177.80

Fences
£391.80 Fence £12320.67 Park.
Fences

TOTAL	40,918.12	812.40	6,728.28	623.71	627.71	1,271.61	635.49	708.04	20,017.52	645.34	421.15	0.00	0.00	32,615.61
														TOTAL SPEND

SOUTH KELSEY AND MOORTOWN PARISH COUNCIL

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ACCOUNTING STATEMENTS
FOR THE PERIOD 01/04/24 - 31/01/2025

INCOME

Income	BUDGET 24/25	APRIL	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	TOTAL
Precept	13,940.00	13,940.00												13,940.00
CIL Payments	0.00							729.92						729.92
Allotment Rent	22.50		22.50											22.50
VAT Reclaim	579.06				1,144.42		579.06	1,195.04	-459.33					2,459.19
Bank Interest Park Reserves*	0.00			12.45				210.26		150.50				373.21
Grants and Funding	1,000.00			20,000.00	500.00	-4,950.00	300.00		-15,050.00					800.00
TOTAL INCOME	15,541.56	13,940.00	22.50	20,012.45	1,644.42	-4,950.00	879.06	2,135.22	-15,509.33	150.50	0.00	0.00	0.00	18,324.82

park

park

SUMMARY

Summary - Income	£
Opening Balance 01/04/24	25,733.26
Income to date	18,324.82
TOTAL	44,058.08

Summary - Outgoing	£
Expenditure to date	12,826.07
Spend from reserves to date	19,789.54
TOTAL	32,615.61

Summary - cash at bank	£
Allocated Reserves Balance 2024/25	6,177.80
Available balance as at 31 May 2024 (closing balance minus reserves balance)	5,264.67
Closing Balance Unity T1 current a/c 20486879	638.04
Closing Balance Unity Instant Access 20506348	4,150.04
Total Balance (accross accounts)	11,442.47

Amends to Note:

7 May 2024 - Minute ref: 24/57b
Budget amends - Item 1, 5 & 25 effective 1 April 2024 [£200 from 5, £88.80 from 25, £288.80 to 1]
3 June 2024 - Minute ref: 24/76
LCC waived £600 for x2 speed radar camera poles. Due to be paid out of CILS. Resolved to earmark this amount for play area equipment (before CILs 5 year deadline - check reports published on website)
18 June 2024 minute ref 24/72c
* Funds transferred to Instant Access Account 20506348
* Park Reserves item 32 increasing with bank interest (noted in income) and grants received specifically for Play area regeneration - July 2024?
**4.2.25 duplication £20000 in Grants and Funding and L32 Park Reserves resolved - removed from L32

?

Excl VAT refund £6411.29 03/25 + clerk's wages

Accounting activities for the period 01/04/24 - 31/01/25
Presented at the meeting held on 2.2.25

SOUTH KELSEY AND MOORTOWN PARISH COUNCIL

SCHEDULE OF PAYMENTS

Invoice Date	Invoice Ref	Supplier/payee	Details	VAT	Total Payment	Checked & Verified (initial)	
7.11.24	1	Garry Dickinson/Screwfix	Cable Ties for Remembrance plaques Paid - to be ratified.	£ -	£ 15.99	<input type="text"/>	<input type="text"/>
30.11.24	2	South Kelsey Village Hall	November 4 Hall Hire Paid - to be ratified.		£ 16.00	<input type="text"/>	<input type="text"/>
13.12.24	3	Watson Lindsey Arboriculture	Survey all trees Paid - to be ratified.		£ 281.65	<input type="text"/>	<input type="text"/>
13.12.24	4	The Sign Shed	Park signs Paid - to be ratified.	£ 11.92	£ 71.52	<input type="text"/>	<input type="text"/>
31.12.24	5	South Kelsey Village Hall	December 2 Hall Hire Paid - to be ratified.		£ 16.00	<input type="text"/>	<input type="text"/>
27.01.25	6	Clerk	Pay for December 4 wks 22 hrs + WFH		£ 327.84	<input type="text"/>	<input type="text"/>
12.12.24	7	HP Instant Ink / Clerk	Ink 11.11.24-10.12.24	£ 1.25	£ 7.49	<input type="text"/>	<input type="text"/>
12.1.25	8	HP Instant Ink / Clerk	Ink 11.12.24-10.1.25	£ 0.92	£ 5.49	<input type="text"/>	<input type="text"/>
5.12.24	9	Microsoft / Clerk	365 Business 20.11.24-19.12.24	£ 2.06	£ 12.36	<input type="text"/>	<input type="text"/>
5.1.25	10	Microsoft / Clerk	365 Business 20.12.24-19.1.25	£ 2.06	£ 12.36	<input type="text"/>	<input type="text"/>
27.2.24	11	Clerk	Pay for January - 5 wks 27.5 hrs + WFH	£	£ 403.30	<input type="text"/>	<input type="text"/>
31.1.25	12	South Kelsey Village Hall	Hall hire 6.1.25 1 hour	£	£ 8.00	<input type="text"/>	<input type="text"/>

Chair of the Parish Council _____ Print name _____ Date _____

Minute Reference _____