

Glaphorn Parish Council

To Members of the Parish Council:

**You are summoned to attend an Ordinary Parish Council Meeting
on Wednesday March 19th, 2025, at 7.30 p.m.at Glaphorn Village Hall.**

March 13th, 2025

AGENDA

Ordinary General Meeting

- 0325.1 Public Open Time**
- 0325.2 Apologies for absence**
- 0325.3 Declarations of Disclosable Pecuniary or Other Interests**
- 0325.4 Approve the Minutes of the Ordinary Parish Council Meeting held on Wednesday February 19th, 2025.**
- 0325.5 Matters Arising**
- 0325.6 Finance**
 - a. Account balance update.**
 - The balance of the Barclays Community Account on February 1st, 2025, was £13,028.68
 - The balance of the Barclays Community Account on February 28th, 2025, was £13,028.68
 - The balance of the Barclays Community second Account (60382205) on February 28th, 2025, was £100.00.
 - A full set of accounts for February including Income and Expenditure for the Year to date and forecast for 2024/25 is included at Annex A.
 - N.B. the payments made to the Clerk (salary) and HMRC PAYE differed from those approved at the February meeting by £0.04 due to rounding by HMRC software.
 - Payment of the insurance excess from the damage to the barrier at the playing fields car park (£125.00) has now been received and will be shown in the March accounts.
 - Cold Ashby Parish Council approved a contribution of £60 towards three training sessions undertaken by the Clerk during 2024-25 (Data Protection, Responding to planning applications and Planning Nuts and Bolts), and funded by Glaphorn Parish Council. To be paid to Glaphorn Parish Council. To be shown in the March accounts.

b. To approve the following payments:

Payee	Service Provided	Net Cost (£)	VAT (£)	Total Cost (£)	Power
Jonathan Ward-Langman	Parish Clerk Salary (March)	253.60	0	253.60	
HMRC	Income tax (March)	63.20	0	63.20	
Build Link	Car park repairs (reset Kerb edging)	101.00	0	182.25	
Build Link	Playing field toilet (Concrete base for Mondo Portable Toilet)	315.00	0	315.00	
NACRE	Subscription 2025-26	35.00	7.00	42.00	
Toilets for Sale	Purchase of portaloos	947.50	189.50	1137.00	

0325.7 Planning: None

0325.8 Playing Field:

- **Report from MM:** As I mentioned at our last meeting the Council decided at its September 2024 Meeting (attached - Minute 0924.8) to allocate £1,983 (Option 3) to agronomic maintenance of the playing pitch, most of which was spent in September on sand/soil mix and grass seed. We did not do the verti-draining on advice from our Consultant who recommended instead to go for a linear decompaction machine (Shockwave) which cuts narrow slits and could help mitigate, he suggested, the clay shrinkage in the summer months. The Shockwave machine and tractor for one day comes to less than the verti-drainer at £560 plus VAT and I will be making arrangements for its use at a suitable time in the next few weeks. On a separate matter the PFA discussed fertilising the pitch this Spring as part of their maintenance obligations. I suggest we purchase the fertiliser to reclaim the VAT (8no. 25kg. bags at £429.50 gross, £357.92 net) and be remunerated for the net amount by the PFA.

0325.09 Grass cutting: Clerk to update. **(Clerk, see attached).**

0325.10 VAS Benefield road analysis: Chair to update **(DCa see attached)**

- 0325.11 Police Liaison Representative:** Chair to update **(DCa)**
- 0325.12 Elections:** Clerk to update. **(Clerk, see email sent February 11th, 2025).**
- 0225.13 Assets Register and Risk Register:** Clerk to update. **(Clerk, to follow).**
- 0325.14 ICT upgrade:** Clerk to update.
- 0325.15 Matters for future consideration and matters from Councillors**
- 0325.16 Date of next meeting: Wednesday April 16th, 2025, at 8.00p.m. To be preceded by Annual Parish Meeting at 7.00p.m. on April 16th, 2025,**

Parish Council Annual General Meeting (first meeting of the new Council) on Wednesday May 21st, 2025, at 7.00p.m.

Meetings then every 3rd Wednesday of each month through 2025-26.

GLAPTHORN PARISH COUNCIL - FINANCIAL FORECAST P: 11 (February) (NB: Net of VAT)					
-	Actual to P11 incl. (Feb. 2025)	Full year forecast	Budget 2024-25	Variance (budget vs forecast)	Notes
OPENING BALANCE	£9,638.88	£9,638.88			
RECEIPTS					
Precept	£16,028.00	£16,028.00	£16,028.00	£0.00	
PCC Grant (VAS)	£4,680.00	£4,680.00	£0.00	£4,680.00	
S136 Grasscutting (NNC)	£309.28	£309.28	£309.28	£0.00	
Other grants and payments	£2,556.61	£2,700.00	£0.00	£2,700.00	Insurance payment, NNC member empowerment grant
TOTAL	£23,573.89	£23,717.28	£16,337.28	£7,380.00	
PAYMENTS					
Clerk's salary & PAYE	£3,382.00	£3,750.00	£3,300.00	£450.00	
Additional training hours	£96.00	£96.00	£275.00	£179.00	
Office costs	£0.00	£0.00	£150.00	£150.00	
Stationery	£0.00	£20.00	£200.00	£180.00	
Insurance	£577.11	£577.11	£500.00	£77.11	
NCALC	£270.93	£271.00	£614.00	£343.00	
Internal Audit	£280.00	£280.00	£369.00	£89.00	
ACRE	£35.00	£35.00	£50.00	£15.00	
ICO	£35.00	£35.00	£35.00	£0.00	
External Audit	£0.00	£0.00	£0.00	£0.00	
Training	£394.00	£420.00	£200.00	£220.00	
Website & email accounts	£655.00	£750.00	£705.00	£45.00	
DPO fee	£12.00	£12.00	£10.00	£2.00	
Scribe licence and training	£154.80	£155.00	£300.00	£145.00	
IT support and training	£0.00	£0.00	£250.00	£250.00	
Energy - Street Lighting	£597.80	£500.00	£378.00	£219.80	
Maintenance - Street Lighting	£0.00	£104.00	£104.00	£0.00	
Water-playing field irrigation	£102.98	£100.00	£100.00	£2.98	
Playing Field - maintenance	£3,160.63	£3,200.00	£0.00	£3,200.00	Hire of spreader/tractor, seed, soil & replacement barrier
Car Park	£185.00	£185.00	£0.00	£185.00	
Playground inspection	£272.00	£272.00	£0.00	£272.00	
Windy Spire	£0.00	£0.00	£200.00	£200.00	
NVN Delivery	£0.00	£300.00	£300.00	£0.00	

Salt/Grit	£0.00	£40.00	£40.00	£0.00	
Dog litter-bins	£0.00	£65.00	£65.00	£0.00	
Grass maintenance - verges	£2,791.97	£2,800.00	£3,000.00	£200.00	
Playing Field	£722.33	£800.00	£0.00	-£800.00	Padel Court Project
SALIX loan	£0.00	£0.00	£0.00	£0.00	
General maintenance	£0.00	£500.00	£500.00	£0.00	
Village Hall hire	£500.00	£500.00	£500.00	£0.00	
GPFA grant	£0.00	£0.00	£500.00	£500.00	
Contested election	£0.00	£150.00	£150.00	£0.00	
2024 PWLB (TBC)	£0.00	£0.00	£669.00	£669.00	
Existing PWLB loans	£3,022.62	£3,023.00	£3,023.00	£0.00	
VAS installation	£4,405.66	£4,406.00	£0.00	-£4,406.00	Not included in budget.
TOTAL PAYMENTS	£21,652.83	£23,346.11	£16,487.00	-£6,859.11	Does not include £100 internal transfer
TOTAL (Surplus/overspend)	£1,921.06	£371.17	-£149.72	£520.89	
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F'CAST CLOSING BALANCE		£10,010.05	£9,489.16	£520.89	
No.2 CURRENT ACC.	£100.00	£100.00			
PLAYING FIELD RESERVE ACC.	£0.00	£3,000.00			