

Asterby and Goulceby Parish Council

Minutes – 4th September 2025

Chair: Jon Mold (JM)
Present Councillors: Ian Taylor (IT), Graham Johnson (GJ)
Parish Clerk & RFO: Diane De Halle (DDH)
Members of the Public: 2
District Councillor: Daniel Simpson
County Councillor: Apologies received

PUBLIC FORUM – NONE

19. **Chairman's remarks** – opened meeting and welcomed everyone present.
20. **Apologies for absence and reasons given** – none received.
21. **Declaration of interests and requests for dispensations** - To receive declarations of interest in accordance with the Localism Act 2011 and to consider granting dispensation(s), as per written requests received by the proper officer, to councillors under section 22 of the Act – none received.
22. **To confirm and sign the minutes of the meeting held on 7th May 2025 – RESOLVED** to accept both the Minutes from the meeting and the Confidential Minutes as a true record and signed by the Chair.
23. **To receive reports from the Clerk and Councillors on matters outstanding** - noted.
24. **To receive reports from District and County Councillors** – District Councillor only received
District Councillor Simpson gave an update on available grants; advised postal votes will need re-applying for; local government reform ongoing; Asterby Church yard is believed to come under the Wragby Parochial and is looking into grounds care following reports of incidents in the grave yard.
25. **To receive an overview of the issues reported to highways by Councillors since the last meeting and agree any action** – noted tree on Top Lane now removed following Fix My Street notification. Roads appear to be getting repaired and to a good standard.
26. **To consider planning applications/correspondence received** – See end of Minutes.
27. **Discussion on poppy wreath for Church** – previous wreath retained and **RESOLVED** Chair will contact Goulceby Church to have it placed in the Church.
28. **Discussion on council emails moving to “gov.uk” following notifications on ‘Assertion 10’** – **RESOLVED** Clerk to look into Assertion 10 for next meeting.
29. **Update on white gates on entrances / exits to the Asterby and Goulceby** – Chair gave update on various grants that didn't meet the criteria for white gates; potential of 4 sets of gates cost £4k+ and installation costs of £1-2k (prices + VAT); **RESOLVED** Chair to look at 5 other organisations and add update to the next Newsletter.
30. **To consider correspondence received since the last Parish Council meeting:**

Ref	From	Correspondence	Action
A	Zurich Insurance	Email 1.5.25 – updated asset list acknowledged.	Noted.
B	LCC – connect to support	Email 2.5.25 – info request for directory on website to benefit community (Age UK).	Noted – no further action.
C	PSPS Ltd (Precept receipts)	Email 12.5.25 – noting any future invoices require a PO.	Noted.
D	YMCA Lincolnshire	Email 12.5.25 – looking to support community events.	Noted.
E	PSPS Ltd (enquiry)	Email 12.5.25 – noting bin near bus shelter requiring replacement.	Bin was replaced. Better than last - CLOSE
F	Lincolnshire Wolds Countryside Service	Email 20.5.25 – advising grant scheme available for 25/26 – closes February 2026.	Noted.
G	Zurich Insurance	Email 22.5.25 – payment receipt received.	No action – noted / filed.
H	LCC Traffic	Email 27.5.25 – TTRO/TTRO11993 – Anglian water emergency leak repair on Asterby End (Asterby).	No further action. Added to website.
I	Goulceby Church	Email 10.6.25 – request for grant information. Grassroots Grant scheme information sent through by Clerk.	No further action.
J	Lincolnshire Wolds Countryside Service	Email 13.6.25 – annual report 2025.	Noted.
K	Egdon Resources UK Ltd	Email 18.6.25 – regarding Biscathorpe planning application.	Noted.

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Ref	From	Correspondence	Action
L	Biscathorpe resident	Email 28.6.25 – regarding the above from Egdon, advising information available on PL/0037/21 appeal – request to add to agenda.	Noted.
M	Asterby Group	Email 30.6.25 – Newsletter for July/August.	Added to website.
N	Neighbourhood Policing	Email 2.7.25 – update on 4 meetings across county.	Noted.
O	Resident of Goulceby	Email 5.7.25 – Approval for village gates for the 3 entrances Goulceby/Asterby mentioned in newsletter.	Noted.
P	ELDC – Grants	Email 10.7.25 – UK Shared Prosperity Fund's Open Grants Scheme (deadline 30.7.25).	Deadline passed.
Q	GLEAM	Email 10.7.25 – request for assistance on how recreational motor vehicles are used.	Unaware of any issues. Deadline passed.
R	LCC Traffic	Email 7.7.25 – TTRO/TTRO11931 – Anglian Water repairs Butt Lane.	No further action. Added to website.
S	Biscathorpe resident	Email 12.7.25 – request for assistance / representations by 28.7.25.	Deadline passed.
T	SOS Biscathorpe	Email 13.7.25 – As above.	Deadline passed.
U	Asterby Group	Email 14.7.25 – invoice for 25/26	See Finance.
V	ELDC – Parish News	Email 15.7.25 – looking for attendees to sessions on 'A Greater Lincolnshire for All'	Noted – no action.
W	PKF Littlejohn LLP	Email 5.8.25 – confirmation of exempt status received and logged.	Noted / filed.
X	LCC – flooding team	Email 25.7.25 – poster for notice boards advised on what to do to report a flood.	Actioned / noted. Text version for website.
Y	A Greater Lincolnshire for All	Email 11.7.25 – information on events across county.	Noted / Events passed.
Z	ELDC – Engagement	Email / invite 20.8.25 – for briefing being held on 21.10.25.	Yes – IT continuing.
A1	LCC Traffic	Email 21.8.25 – TTRO/TTRO13186 – Tree works on Top Lane.	Noted. Added to website.
B2	LALC	Email 22.8.25 – request for updated details on Councillors.	Noted / no action.
C3	Lincolnshire Community Fund	Email 22.8.25 – Grassroots grant scheme extended to 21.9.25.	Noted.
C4	LCC – public rights of way	Email 26.8.26 – request for volunteers to provide information on public rights of access / gates / bridges / signs etc.	Add to newsletter. Add to notice boards.
C5	Asterby Group	Email 26.8.25 – Newsletter for Sept/Oct.	Added to website.

31. To review and agree the following policies for the Parish Council:

- Data Breach Policy (annual) – no changes – **RESOLVED** to accept and update files.

32. Financial matters:

- To receive an updated bank reconciliation from RFO for 25/26 (Appendix 1)
 - To receive an updated budget vs forecast for 25/26 (Appendix 2)
 - Update on Lloyds online banking – **RESOLVED** to continue
 - To consider and approve payments/income due including: 4 x Lloyds Service charge invoices received 11.4.25 £5.25 / 12.5.25 £4.25 / 11.6.25 £4.25 / 10.7.25 £4.25; Salary (SO) DDH 1.7.25 £483.60; The Parish of Asterby Group 14.7.25 £75 – **RESOLVED** to accept
- RESOLVED** to accept Appendix 1 and 2; Chair signed Appendix 1 and corresponding bank statement.

33. To agree items to be included in the next newsletter

- Ask residents for any views on budget/precept 26/27.
- Update on white gates.
- Public rights of way (see correspondence C4).

34. To confirm the dates and agenda items for the next meeting – **RESOLVED** to hold next meeting on Wednesday 10th December - 6.30pm - venue to be confirmed.

35. To resolve to go into closed session for the next item – **RESOLVED**

36. To review the salary for the Clerk

RESOLVED to increase the Clerk's salary by 3.2% in line with the recently agreed National Joint Council effective 1st April 25. Online banking payment to be raised for £13.98 representing arrears for the period 1st April to 30th June 25 and a new standing order mandate to be raised for £497.58 from 1st October onwards (2 payslips to be raised to cover £13.98 arrears and £497.58 revised payment).

37. To resolve to return to open session and close meeting - **RESOLVED**

Meeting closed at 7.55pm

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Planning Application Consultation 03015/25/FUL

- Goulceby Lodge / Top Lane
- Received 3rd September following agenda issue
- Erection of a detached 3-bay garage with the demolition of existing building
- Delegated powers requested by 24th September
- Members of the Parish Council discussed and will submit comments

Financial Matters

Appendix 1

Bank Reconciliation 2025-26			
1st April 2025			
Reserves Balance B/F AGAR	£1,596.79		
Total receipts to date	£4,109.75		
		£5,706.54	
Total payments to date		£1,527.34	
Less payments carried over from 2024-25		£0.00	
Total		£4,179.20	
Date reconciliation carried out:	24.08.25		
Bank Statement issue date:	21.07.25		
VAT due of £31.41 for financial year ending 24/25 - received 08.04.25			

Payments/receipts not yet on bank statement	
Bank balance to 21.7.25	£4,183.45
Less unpresented cheques/payments:	
Lloyds Service Charge (19.08.25)	-£4.25
Total	£4,179.20
24.08.25	
Difference	£0.00

Appendix 2

Asterby and Goulceby Planned vs Actual 2025 - 2026															Dated:		24/08/2025	
Expenditure	Budget Q1	Actual	V	Budget Q2	Actual	V	Budget Q3	Actual	V	Budget Q4	Actual	V	Total planned (budget)	Total actual	Left to spend	Forecast year-end position		
Employee costs	609.34	580.32	29.02	609.34	483.60	125.74	609.34	0.00	609.34	609.34	0.00	609.34	2437.34	1063.92	1373.42	2,055.30		
Meeting room hire	15.00	0.00	15.00	15.00	0.00	15.00	15.00	0.00	15.00	15.00	0.00	15.00	60.00	0.00	60.00	30.00		
LALC - Membership																		
Subscription and training	57.50	0.00	57.50	57.50	0.00	57.50	57.50	0.00	57.50	57.50	0.00	57.50	230.00	0.00	230.00	230.00		
Internal Audit costs	250.00	40.00	210.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00	40.00	210.00	40.00		
Section 137/ Donations	25.00	0.00	25.00	25.00	0.00	25.00	25.00	0.00	25.00	25.00	0.00	25.00	100.00	0.00	100.00	100.00		
Insurance	450.00	340.67	109.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	450.00	340.67	109.33	340.67		
Villages Newsletter	75.00	0.00	75.00	0.00	75.00	-75.00	0.00	0.00	0.00	0.00	0.00	0.00	75.00	75.00	0.00	75.00		
Misc (stamps/stationery)	20.00	0.00	20.00	20.00	0.00	20.00	20.00	0.00	20.00	20.00	0.00	20.00	80.00	0.00	80.00	80.00		
Defibrillator	50.00	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00	0.00	50.00	50.00		
Council election costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Plants	75.00	60.50	14.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	75.00	60.50	14.50	60.50		
Bank charges	15.25	13.75	1.50	15.25	8.50	6.75	15.25	0.00	15.25	15.25	0.00	15.25	61.00	22.25	38.75	61.00		
Misc / other expenditure	62.50	0.00	62.50	62.50	0.00	62.50	62.50	0.00	62.50	62.50	0.00	62.50	250.00	0.00	250.00	0.00		
Total	1704.59	1035.24	669.35	804.59	567.10	237.49	804.59	0.00	804.59	804.59	0.00	804.59	4118.34	1602.34	2516.00	3,122.47		

Income	Planned Income	Actual	Variance	Forecast year-end position
Precept	4078.34	4078.34	0.00	4,078.34
Donations / Grants	0.00	0.00	0.00	0.00
VAT refund	0.00	31.41	0.00	10.08
	4078.34	4109.75	-8.59	4,088.42

Notes

Expenditure includes VAT

VAT to claim to date: B&Q plants £10.08

Defib - pads due 2/28 and batteries 3/31 (if they last)

Wreath with the Chair for 25-26

Church room hire will increase from £10 to £15 from April '25

Internal audit not with LALC - now with local accountant (Louth)

Salary - reducing to 2.5 hrs per week 25/26 (effective 1.4.25 - 1st payment 1.7.25) + 5% increase in model

Local Election costs every 4 years (or if one required) - next due 2026

Total VAT: £ 31.41 (24-25 - paid 8.4.25)

Total VAT: £ 10.08 (25-26 - pending)

Council tax base (number of Band D properties in Asterby Group)

Council tax charge per property in Asterby/Goulceby group 25/26

Budget surplus / (shortfall)	965.95
Opening reserves	1,596.79
25/26 surplus/shortfall	965.95
Estimated closing reserves	2,562.74

£440 grant error (repaid)

See notes on "VAT"

Forecast year-end position