

# Asterby and Goulceby Parish Council

## NOTICE OF MEETING

Dear Councillor

You are hereby summoned to attend the **Annual Meeting of Asterby and Goulceby Parish Council**. It will be held on **Tuesday 5<sup>th</sup> May 2026** commencing at **6.30pm, Three Horseshoes, Goulceby**.

Business to be dealt with at the meeting is listed in the agenda. Official meeting will start at 6.40pm or at the conclusion of the public forum whichever is sooner. All councillors should be present by 6.30pm.

**Diane De Halle** Clerk to the Council

Date: 28<sup>th</sup> April 2026

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**PUBLIC FORUM** – Public Participation (maximum 10 minutes) - Members of the public will be invited to comment on any of the items on the agenda or any item they may wish to raise, those items not on the agenda will not be debated but referred, if appropriate, to the next meeting

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## AGENDA

1. **To elect a Chairman for the forthcoming year and receive their Declaration of Acceptance of Office**
2. **To elect a Vice Chairman for the forthcoming year and receive their Declaration of Acceptance of Office**
3. **Chairman's remarks**
4. **Apologies for absence and reasons given**
5. **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
6. **To confirm and sign the minutes of the meeting held on 18<sup>th</sup> March 2026**
7. **To receive reports from the Clerk and Councillors on matters outstanding**
8. **To receive reports from District and County Councillors**
9. **To receive an overview of the issues reported to highways by Councillors since the last meeting and agree any action**
10. **Update on Viking Way 50<sup>th</sup> anniversary bench**
11. **Update on Project Groundwater device at Goulceby Bridge**
12. **Discuss potential memorial for WWII**
13. **Discuss Bus Shelter repainting**
14. **Discuss Accessibility Statement – requirement for audit**
15. **To consider planning applications/correspondence received:**
  - a – Planning Application:  
**Application Reference No: 03565/25/FUL**  
PROPOSAL: Erection of 3 dwellings  
LOCATION: Land adjacent Demeter House, Ford Way, Goulceby  
UPDATE RECEIVED: APPLICATION WITHDRAWN (notification received 7.4.26)
  - b – Planning Application:  
**Application Reference No: 00581/26/FUL**  
PROPOSAL: Extension and alterations to existing dwelling  
LOCATION: Manor Farm, Asterby Lane, Goulceby (notification received 27.4.26)  
RESPONSES BY: 18.05.26

Parish Clerk: Diane De Halle Tel: 07500 989434

Email: [clerk@asterbygoulceby-pc.gov.uk](mailto:clerk@asterbygoulceby-pc.gov.uk)

Website: <https://asterby-goulceby.parish.lincolnshire.gov.uk/>

# Asterby and Goulceby Parish Council

c – Planning Application:

**Application Reference No: 00586/26/LBA**

PROPOSAL: Extension and alterations to existing dwelling (Listed Building Consent)

LOCATION: Manor Farm, Asterby Lane, Goulceby (notification received 28.4.26)

RESPONSES BY: 19.05.26

## 16. To consider correspondence received since the last Parish Council meeting:

Ref	From	Correspondence	Action
A	LCC traffic notice	Email 16.3.26 – temporary traffic notification TTR015665, road closure order Shop Lane / Butt Lane 27.4.26 – drainage work.	Added to website No further action
B	LCC	Email 4.3.26 – LCC Bus Shelter Grant Scheme, up to £3000 for new, repairs or refurbishment of bus shelters.	Noted
C	LCC traffic notice	Email 20.3.26 – temporary traffic notification TTR015731, road closure order Asterby Lane 30.4.26 – footbridge replacement.	Added to website No further action
D	PKF Littlejohn	Email 24.3.26 – notification from auditors on the audit process for 25-26. Deadline 1.7.26.	Ongoing See Finance a) to f)
E	Zurich Insurance	Email 6.4.26 – renewal for insurance.	See Finance i)
F	ELDC	EMAIL 14.4.26 – GRASSROOTS grant scheme now reopens with a budget of £10,000.	Noted Passed to Church
G	ELDC planning	Email 24.4.26 – Eastern green link 3 and 4 – targeted statutory consultation for Grimsby to Walpole due by 8 <sup>th</sup> May 2026.	Noted Added to Website

*Various additional communications received from Lincolnshire County Council (LCC), East Lindsey District Council (ELDC), Lincolnshire Assoc. of Local Councils (LALC), National Assoc. of Local Councils (NALC), Rural Service Network, Parish Newsletter – circulated to councillors as necessary*

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

- Standing Orders (annual)
- Code of Conduct (annual)
- Financial Regulations (annual)
- Risk Register Log / Schedule (annual)

## 18. Financial matters:

- a) To resolve to agree that Asterby and Goulceby Parish Council meets the AGAR exemption criteria and wishes to be an exempt authority, not subject to external audit limited assurance review for the year 2025/26 (deadline **Wednesday 1.07.26**)
- b) To consider and resolve to approve the Annual Internal Audit report / Notes to report
- c) To consider and resolve to accept the Annual Governance Statement
- d) To consider and resolve to accept the Annual Accounting Statements and Annual Bank Reconciliation
- e) To consider and resolve to accept the Explanation of Variances – pro forma
- f) To receive an updated list of Assets (Appendix 1)
- g) To receive an updated bank reconciliation from RFO for 25/26 and 26/27 (Appendix 2) and corresponding bank statements
- h) To consider and resolve to accept the Public Notice period to commence Wednesday 3<sup>rd</sup> June to Tuesday 14<sup>th</sup> July – Notice dated Thursday 28<sup>th</sup> May – covering a period of 30 working days
- i) To review insurance quotes for 26/27 and agree payment – due 1.6.26
- j) To consider and approve payments/income due including: Annual Insurance Renewal 6.04.26 – TBC (1 year £374.99 and 3 year £360.73) Zurich; Lloyds bank service charges 19.4.26 - £4.25; Independent Auditor 01.05.26 - £40 (pending); Salary SO 01.07.26 - £497.58; Precept from ELDC 15.04.26 - £4,078.34.

## 19. To agree items to be included in the next newsletter

## 20. To confirm the dates and agenda items for the next meeting

# Asterby and Goulceby Parish Council

## Financial Matters

### Appendix 1

Asterby and Goulceby Parish Council Asset Register

Last updated: 01.04.26

Date Purchased	Description	Purchase Cost (Value) B/F 25/26	Additions 25/26	Location	Date disposed	Scrap Cost 25/26	Insurance Value (cost Excl Vat)	Notes	Current condition	Last Inspected and recorded issues
Feb-13	Seat (£332.50) / installation (£300) / Plaque (£35.38)*	£ 667.88		Top Lane			£ 882.00	Donated by Western Power	Good condition	Inspected April 2026 - no H&S issues.
Sep-13	Community Shelter (£5776) / Installation (£900)*	£ 6,676.00		Horncastle Rd / Ford Way junction			£ 14,001.75		Good condition	Inspected April 2026 - no H&S issues. Possible re-stain required.
Nov-13	Waste bin*	£ 130.50		Viking way (Watery Lane/Butt Lane junction)			£ 210.00		Good condition	Inspected April 2026 - no H&S issues.
Dec-13	Seat (£332.50) / installation (£300)*	£ 632.50		Viking way (Watery Lane/Butt Lane junction)			£ 882.00		Good condition	Inspected April 2026 - no H&S issues.
Jan-17	Zoll defibrillator AED+ (no VAT charged)	£ 400.00		Three Horseshoes Porch			£ 1,825.50	ELDC grant fund of £300 towards Defib. Bought direct from British Heart Foundation.	Good condition	Inspected April 2026 - no H&S issues.
Jan-17	Alvia external defib cabinet*	£ 450.00		Three Horseshoes Porch			£ 600.00		Good condition	Inspected April 2026 - no H&S issues.
Aug-18	Seat (£274.16) / installation (£450)*	£ 750.00		Asterby End junction			£ 882.00	Funding for an identical replacement provided by local resident who damaged it in April 22. Replacement installed.	Good condition	Inspected April 2026 - no H&S issues.
Dec-18	Commemorative plaque*	£ 250.00		Goulceby Church			£ 330.75	ELDC £200 / £100 donation	Good condition	Inspected April 2026 - no H&S issues.
Oct-20	Dog waste bins*	£ 120.00		Junction of Top Lane & Asterby/Donington Rd			£ 420.00		Good condition	Inspected April 2026 - no H&S issues.
Jul-22	Notice Board, concrete posts & signwritten header panel*	£ 601.00		Asterby End junction			£ 1,043.50		Good condition	Inspected April 2026 - no H&S issues.
Oct-22	2 x planters*	£ 384.88		Bridge on Watery Lane, Goulceby			£ 468.30		Good condition	Inspected April 2026 - no H&S issues.
Oct-22	2 x planter plaques*	£ 72.92		On the two planters on Watery Lane			£ 105.00		Good condition	Inspected April 2026 - no H&S issues.
Date Unknown	Litter picking equipment (previously 'noted' but not included)	£ 1.00		In Chair's Garage			£ 143.33		Good condition	N/A
Dec-23	Notice Board (inc. magnets)*	£ 438.00		Inside Bus Shelter Horncastle Rd / Ford Way junction			£ 500.00	Grant funding by ELDC	Good condition	Inspected April 2026 - no H&S issues.
<b>Totals :</b>		<b>£ 11,575</b>	<b>£ -</b>				<b>£ 22,294.13</b>			
							<b>Balance C/F (inc. Additions / exc. Scrap costs):</b>	<b>£ 11,575</b>		

Net figures of VAT only included\*

Insurance value of £20,000 to be used for 24/25

Insurance value of £21,232.50 used for 25/26

Insurance value of £22,294.23 proposed for 26/27 (includes a 5% increase by Zurich Insurance)

### Appendix 2

Bank Reconciliation 2025-26													
1st April 2025	Reserves Balance B/F AGAR	£1,596.79											
	Total receipts to date	£4,132.67											
			£5,729.46										
	Total payments to date		£2,879.68										
	Less payments carried over from 2024-25		£0.00										
	<b>Total</b>	<b>£2,849.78</b>											
	Date reconciliation carried out:	11/04/2026											
	Bank Statement issue date:	01/04/2026											
	VAT due of £31.41 for financial year 2024 - received 08.04.25												
	VAT due of £22.92 for financial year 2025 - received 15.01.26												
		<table border="1"> <thead> <tr> <th colspan="2">Payments/receipts not yet on bank statement</th> </tr> </thead> <tbody> <tr> <td>Bank balance to 31/3/26</td> <td>£2,849.78</td> </tr> <tr> <td>Less unrepresented cheques/payments:</td> <td></td> </tr> <tr> <td><b>Total</b></td> <td><b>£2,849.78</b></td> </tr> <tr> <td>11/04/2026</td> <td></td> </tr> </tbody> </table>		Payments/receipts not yet on bank statement		Bank balance to 31/3/26	£2,849.78	Less unrepresented cheques/payments:		<b>Total</b>	<b>£2,849.78</b>	11/04/2026	
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	Total payments to date		£497.58										
	Less payments carried over from 2024-25		£0.00										
	<b>Total</b>	<b>£2,352.20</b>											
	Date reconciliation carried out:	11/04/2026											
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