

Snitterby Parish Council

Minutes of the Ordinary Meeting of the Parish Council held on Thursday 20th November 2025 at Village Hall

Present: Cllr S Kapil (Vice Chair), Cllr I Moate and Cllr T Faulkner

Due to the absence of the Chair the Vice Chair stood in to Chair the meeting

In Attendance: None

Clerk: M Coote

Members of the Public: None

Minute Number	Item
57/2526	<p>Welcome and Public Questions Chair welcome given to those in attendance, no members of public were present Resident has approached Cllr S Kapil regarding another accident at the crossroads. LCC Highways to be contacted again regarding signage and markings</p>
58/2526	<p>Apologies Cllr Tom Gundry (Chair), Cllr G Kettle-Gundry, Cllr R Lawrence and Cllr S Bunney (WLDC) reasons accepted</p>
59/2526	<p>Declarations of Interest None received</p>
60/2526	<p>Minutes of the Parish Council Meeting held on Thursday 18th September 2025 Proposed: Cllr.I.Moate Seconded: Cllr.S.Kapil Those who attended in favour RESOLVED: The minutes of the meeting be accepted as a true and proper record.</p>
61/2526	<p>District and County Councillor reports and updates Apologies non attendance</p>
62/2526	<p>Chairman's/Parish Councillor updates Cllr.T.Falkner has received £50.00 cash donation towards the donated bench for repair and updating the paint and metalwork</p>
63/2526	<p>Clerk's report LCC Grass Cutting Contribution: request sent £243.55 Lincolnshire Police on Lincs Alert We are pleased to announce that from early 2026 we are upgrading our use of Lincs Alert. You will start to receive more messages and other information from us than you have previously, and Lincs Alert will offer more features and ways to interact with Lincolnshire Police.</p>
64/2526	<p>Police and Crime update NC06 area, report not received. PC Toyne declined to attend any future meetings due to staffing. LWL report circulated prior to the meeting. Also see Lincs Alert in clerks report</p>
65/2526	<p>Parish Matters Poppies were displayed, to be removed and stored for annual use</p>
	<p><u>Business Items - Motions Requiring Written Notice</u></p>
	<p>Finances, Budget & Procedures 2025/26</p>
66/2526	<p>Payments for Approval To approve payments from 18/09/2025-20/11/2025 Proposed: Cllr.S.Kapil Seconded: Cllr.T Faulkner All in favour RESOLVED:</p>

	<p>To make the following payments and accept bank reconciliations</p> <table border="1"> <thead> <tr> <th colspan="5">Expenditure</th></tr> <tr> <th>Reference</th><th>Description</th><th>Amount</th><th>VAT</th><th>Total</th></tr> </thead> <tbody> <tr> <td>Salary MC</td><td>Clerk Salary Oct/Nov 25</td><td>344.76</td><td></td><td></td></tr> <tr> <td></td><td>Less Tax 20%</td><td>-68.80</td><td></td><td>£275.96</td></tr> <tr> <td>HMRC</td><td>Tax MC</td><td>68.80</td><td></td><td>£68.80</td></tr> <tr> <td>TechnoWorld</td><td>Laptop</td><td>324.00</td><td>64.80</td><td>£388.80</td></tr> <tr> <td>EBay</td><td>Computer Mouse</td><td>5.65</td><td></td><td>£5.65</td></tr> <tr> <td>Groupon</td><td>Office 2024</td><td>18.90</td><td></td><td>£18.90</td></tr> <tr> <td>Paul Wilson</td><td>Cemetery Grass Cut Annual Invoice</td><td>300.00</td><td></td><td>£300.00</td></tr> <tr> <td>Paul Wilson</td><td>Dovecote Grass Cut Annual Invoice</td><td>120.00</td><td></td><td>£120.00</td></tr> <tr> <td>Green Grass</td><td>Grass Cutting</td><td>78.00</td><td>15.60</td><td>£93.60</td></tr> <tr> <td>Unity</td><td>Bank Charges</td><td>6.00</td><td></td><td>£6.00</td></tr> <tr> <td>Unity</td><td>Bank Charges</td><td>6.00</td><td></td><td>£6.00</td></tr> <tr> <td>B & M</td><td>A4 Paper and punch pockets</td><td>10.00</td><td></td><td>£10.00</td></tr> <tr> <td>Totals</td><td></td><td>£1,213.31</td><td>£80.40</td><td>£1,293.71</td></tr> </tbody> </table> <table border="1"> <thead> <tr> <th colspan="2">Income</th></tr> <tr> <th>Reference</th><th>Description</th><th>Amount</th></tr> </thead> <tbody> <tr> <td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td></tr> </tbody> </table> <p>Bank Balances: Current £5,725.64 @ 31/10/25 Reserves £4,926.93 @ 31/10/25, Open Space £6,329.44 @ 31/10/25</p>	Expenditure					Reference	Description	Amount	VAT	Total	Salary MC	Clerk Salary Oct/Nov 25	344.76				Less Tax 20%	-68.80		£275.96	HMRC	Tax MC	68.80		£68.80	TechnoWorld	Laptop	324.00	64.80	£388.80	EBay	Computer Mouse	5.65		£5.65	Groupon	Office 2024	18.90		£18.90	Paul Wilson	Cemetery Grass Cut Annual Invoice	300.00		£300.00	Paul Wilson	Dovecote Grass Cut Annual Invoice	120.00		£120.00	Green Grass	Grass Cutting	78.00	15.60	£93.60	Unity	Bank Charges	6.00		£6.00	Unity	Bank Charges	6.00		£6.00	B & M	A4 Paper and punch pockets	10.00		£10.00	Totals		£1,213.31	£80.40	£1,293.71	Income		Reference	Description	Amount						
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67/2526	<p>Budget 2025-26 Budget monitoring position and bank reconciliation agreed</p>																																																																																						
68/2526	<p>Councillor and Council Assertion 10 Compliance Cllr's Kapil, Faulkner and Moate confirmed their understanding of compliance in relation to GDPR, FOI requests and use of .gov emails.</p>																																																																																						
69/2526	<p>ICO Registration Proposed: Cllr.S.Kapil Seconded: Cllr.I.Moate All in favour RESOLVED: To register with the ICO as a data controller to comply with assertion 10 – digital compliance. To pay by direct debit cost £47.00 2025 and renew automatically annually</p>																																																																																						
70/2526	<p>Working from Home Allowance and Dedicated Telephone Proposed: Cllr.S.Kapil Seconded: Cllr.I.Moate All in favour RESOLVED: Approved a working from home allowance of £13.00 per month to cover associated costs of WFH, electric, insurance, telephone. To be reviewed annually alongside pay review</p>																																																																																						
71/2526	<p>Budget 2026-27 Proposed: Cllr.S.Kapil Seconded: Cllr.I.Moate All in favour RESOLVED: Estimate for precept 2026-27 £4,098.00 to be requested from WLDC. Council tax D banding 2025-26 £40.78, 2026-2027 £43.74 an increase of £2.96pa</p>																																																																																						
72/2526	<p>Banking Proposed: Cllr.S.Kapil Seconded: Cllr.T.Faulkner All in favour RESOLVED: Cllr.I.Moate to be added as an additional signatory, paperwork signed and to be submitted</p>																																																																																						
73/2526	<p>New Benches and Bench Donation Proposed: Cllr.S.Kapil Seconded: Cllr.T.Faulkner All in favour RESOLVED: Donated bench to be repaired/updated and positioned on Moor Road. MKM Building Supplies £297.17 per bench, style Rosedene Bench 5 Product code: T007257 wooden bench, thought more in keeping with the village rather than recycled option.</p>																																																																																						

	2 off to be purchased to replace the one outside the church and the other at the bottom of the hill opposite the pub. Tim Roache's quote to fit all benches including hardstanding and fixings where required £230.00 to be accepted plus additional cost for treating new wooden benches
74/2526	Planning applications To consider any planning applications or decisions None received
	Next Meeting
75/2526	Items for inclusion on the next Meeting agenda Plaque for in memory Precept 2026-27 CIL details Play equipment inspection Confidential matter
76/2526	Date and time of the next Meeting The date and time of the next Parish Council Meeting was confirmed as Thursday 15 th January 2026, starting at 7:30pm at the Village Hall

Meeting started at 7.33pm and closed at 8.51pm

Signed:

Print Name:

Date: