

Eakring Annual Parish Council Meeting

Councillors are summoned to the ANNUAL meeting of the Eakring Parish Council on Wednesday 14th May 2025 at 7.30pm. To be held in Cator Hall, Eakring. The Public and Press are welcome to attend.

Issued 7th May 2025 by **Susan Stack**, Locum Clerk,
19 Shepard Close, Nottingham NG6 7BP Tel 07708 663342

Before the meeting starts RCAN will be giving all present advice on matters relating to village halls and how they can help us achieve our aspirations. Members of the public present are invited to take part in this session.

- 1/25 Apologies for absence
- 2/25 Election of Chairman (and signing of the Declaration of Acceptance of Office)
- 3/25 Election of Vice Chairman
- 4/25 Declaration of Councillors Interest;
Members must ensure that they complete the Declaration of Interest sheet prior to the start of the meeting in respect of items other than Disclosable Pecuniary Interests and must indicate the action to be taken (i.e. to stay in the meeting, to leave the meeting or stay in the meeting to make representations and then leave the meeting prior to any considerations or determinations of the item). Where a member indicates that they have an interest, but wish to make a representation regarding the item before leaving the meeting, those representations must be made under public participation. The Declarations of Interests for matters other than Disclosable Pecuniary Interests will be read out from the sheet and members will be asked to confirm that the record is correct.
- Members declaring an interest other than a Disclosable Pecuniary Interest who wish to make representations or give evidence under the Code of Conduct relating to agenda items shall do so at this stage.
- 5/25 Public Participation (maximum 15 minutes in accordance with Standing Orders)
- 6/25 To receive only - Reports from Police, District and County Councillors
- 7/25 To receive and approve – Minutes from meeting of 12th March 2025
- 8/25 To report – Matters arising from minutes not covered elsewhere on the agenda
- 9/25 To receive only – Chairman's announcements
- 10/25 To complete the annual AGAR return;
a. Receive and approve the internal auditors report [Documents | Eakring Parish Council](#)
b. Consider, complete and sign the Annual Governance Statement
c. Consider and approve the Accounting Statements
d. To agree Notice of public rights to be issued
- 11/25 Annual reviews of;
a) The Council's Standing orders [model-standing-orders \(EPCP 17 V1\).pdf \(eakring.org\)](#)
b) Financial regulations [Documents | Eakring Parish Council](#)
c) Annual risk assessment/Risk Management scheme [Documents | Eakring Parish Council](#)
d) Fixed Asset register and inspection of assets held for risk and H&S

[Documents | Eakring Parish Council](#)

- e) Insurance renewal and confirm adequate cover in place [Documents | Eakring Parish Council](#)
- f) Cllrs Code of Conduct [Documents | Eakring Parish Council](#)
- g) Disability discrimination [Documents | Eakring Parish Council](#)
- h) Internal Audit Controls [Documents | Eakring Parish Council](#)
- i) Lone working Policy [Documents | Eakring Parish Council](#)
- j) Safeguarding Policy [Documents | Eakring Parish Council](#)
- k) Social Media Policy [Documents | Eakring Parish Council](#)
- l) Health and Safety Policy Statement [Documents | Eakring Parish Council](#)
- m) Complaints procedure [Documents | Eakring Parish Council](#)
- n) Grievance procedure [Documents | Eakring Parish Council](#)
- o) Disciplinary procedure [Documents | Eakring Parish Council](#)

12/25

To discuss and comment on outstanding planning matters (others may be reported only at the meeting – no decisions permitted)

25/00634/HOUSE

Ryalls Cottage Main Street Eakring NG22 0DD

Proposed Two storey rear extension, replacement windows, alterations to ground levels to form driveway and removal of hedge to form access

13/25

To receive and approve – Financial matters;
Receipts and payments from 1st March to 30th April 2025

10-Mar-25	Direct Debit (YU ENERGY)	Electricity	-£	59.59
12-Mar-25	Direct Debit (TALKTALK TELECOM T)	Internet	-£	39.30
12-Mar-25	CREATIVE CARE (EAST MIDLANDS) LIMIT	Room Hire	£	162.00
13-Mar-25	Epos Now (UK) Ltd	Epos Receipts	£	9.40
14-Mar-25	L Randles	2025/03	£	36.00
17-Mar-25	Direct Debit (LLOYDS CORP CARD)	Card Purchases	-£	30.98
17-Mar-25	B/P to: JAMIE T WILSON	1 WINDOW CLEAN	-£	15.00
17-Mar-25	B/P to: Susan Stack	HOL PAY FEB 25	-£	57.03
17-Mar-25	B/P to: Susan Stack	MILEAGE FEB MAR25	-£	51.30
17-Mar-25	B/P to: Susan Stack	GIFFGAFF JANFEB25	-£	20.00
17-Mar-25	B/P to: Staff	SALARY FEB 2025	-£	64.80
17-Mar-25	B/P to: Staff	HOL PAY FEB 25	-£	7.78
17-Mar-25	B/P to: BAUGH HORTICULTURE	Grass Cutting	-£	75.00
17-Mar-25	B/P to: Susan Stack	SALARY FEB 25	-£	473.37
17-Mar-25	B/P to: BAUGH HORTICULTURE	Grass Cutting	-£	30.00
18-Mar-25	Credit	53 Room Hire	£	117.00
20-Mar-25	Epos Now (UK) Ltd	Epos Receipts	£	4.95
21-Mar-25	TAYLOR BA & R	Room Hire	£	54.00
21-Mar-25	B/P to: Mrs M Peet	EPOS-SNOWDROP	-£	9.40
21-Mar-25	B/P to: BAUGH HORTICULTURE	Grass Cutting	-£	75.00
21-Mar-25	B/P to: BAUGH HORTICULTURE	Grass Cutting	-£	30.00
24-Mar-25	B/P to: Mrs M Peet	WARM HUB 18/03/25	-£	4.95
26-Mar-25	Direct Debit (GOCARDLESS)	EPOS Charges	-£	112.80
26-Mar-25	B/P to: Morris Cast Signs	Roadsigns	-£7,282.20	
27-Mar-25	Epos Now (UK) Ltd	Epos Receipts	£	16.82
31-Mar-25	Service Charge	Bank Charges	-£	6.00
09-Apr-25	Direct Debit (YU ENERGY)	Electricity	-£	78.21
10-Apr-25	Epos Now (UK) Ltd	Epos Receipts	£	17.32

11-Apr-25	Direct Debit (TALKTALK TELECOM T)	Internet	-£ 41.74
11-Apr-25	Newark and Sherwood District Council	Grant?	£ 2,494.80
14-Apr-25	B/P to: Mrs M Peet	EPOS-SNOWDROP	-£ 16.82
14-Apr-25	B/P to: BAUGH HORTICULTURE	Grass Cutting	-£ 75.00
14-Apr-25	B/P to: BAUGH HORTICULTURE	Grass Cutting	-£ 30.00
14-Apr-25	B/P to: JAMIE T WILSON	WINDOW CLEAN	-£ 15.00
14-Apr-25	HMRC VTR	VAT refund for 24/25	£ 4,596.93
14-Apr-25	B/P to: Staff	SAL AND HP TO 31/3	-£ 43.09
16-Apr-25	Direct Debit (LLOYDS CORP CARD)	Card Purchases	-£ 22.28
22-Apr-25	B/P to: BAUGH HORTICULTURE	Grass Cutting	-£ 105.00
22-Apr-25	B/P to: East Midlands Audi	Internal Audit 24/25	-£ 76.00
23-Apr-25	Newark and Sherwood District Council	VE Grant	£ 200.00
24-Apr-25	Epos Now (UK) Ltd	Epos Receipts	£ 6.93
25-Apr-25	NEWARK & SHERWOOD	Precept (half year)	£ 4,250.00
25-Apr-25	Direct Debit (GOCARDLESS)	EPOS Charges	-£ 112.80
25-Apr-25	Direct Debit (HMRC SDDS)	HMRC	-£ 451.80
30-Apr-25	Service Charge	Bank Charges	-£ 6.00

Items to be authorised for payment (other items may be added to this list at the meeting)

02-May-25	B/P to: NALC Training	SUBS 3602	-157.98
02-May-25	B/P to: NSDC - Receipts	Dog bin emptying	-143.52
14-May-25	Staff Final Payment	Salary	-54.82
14-May-25	Susan Stack Locum Clerk	5 th April-5 th May	-591.77

- 14/25 To review and approve the accounts as at 30th April 2025;
- 15/25 To discuss quotations received regarding:
a. Replacement road sign, installation issues with the remaining units and potential insurance claim.
- 16/25 To delegate authority to pay essential items and deal with urgent issues to Chair and Vice Chair until such time as a Clerk has been appointed and is in post
- 17/25 To consider applications for co-option to the Parish Council
- 18/25 To resolve to exclude public and press from the meeting due to the confidential nature of the business to be transacted
- 19/25 To consider applications for post of Clerk and RFO, agree interview panel, delegate authority to appoint (subject to satisfactory references being received) and terms of engagement.

EAKRING PARISH COUNCIL - Accounts as at 30th April 2025

INCOME

Precept
VAT Reclaim
Light source

BUDGET	ACTUAL
8500	4250
3000	4597
25000	0

Wind farm	7500		0	
Other NSDC	0		2695	
Savings Interest	750	44750	0	11542
EXPENSES				
Staff Expenses inc PAYE	-11500		-495	
Admin/ Audit fee	-460		-76	
Office Expenses	-1000		0	
Subs NALC/ICO/Rcan	-500		0	
Defib & Box	-400		0	
Insurance	-3500		0	
Bank Charges	-80		-6	
Community	-500		0	
Donations	-100		0	
Dog Bins	-550		0	
Clerk Mileage	-650		0	
CLlr Training	-300		0	
Playing Field	-15000		-150	
Website	-500		0	
Volunteers	-400		0	
S137	-50		0	
Warm Hub Holding	0	-35490	24	-703
VAT paid over				-13
CATOR HALL INCOME AND EXPENDITURE				
Hall Hire	3000		0	
Warm Hub paid out	0		-17	
Running Expenses	-5600		-317	
Capital Improvements	-12000		0	
PRS/ Alcohol Licence	-1000		0	
Repairs/ Testing	-1500		0	
-	0	-20100	0	-334

EAKRING PARISH COUNCIL - Bank Reconciliation

Opening Bank Balances

Current £ 1,172.66

Reserve £ 72,582.32

£ 73,754.98

Add receipts £ 11,541.73

Less Payments -£ 1,049.49

Closing Balance £ 84,247.22

Made up of:

Current £11,664.90

Reserve £72,582.32

£ -

£ -