

WOOTTON PARISH COUNCIL

Notice of meeting of Wootton Parish Council

Dear Sir/Madam

I hereby give notice of the meeting of Wootton Parish Council will be held on **Tuesday 18th November 2025 at 7.00 pm** in the village hall.

H L Hepworth

Clerk to Wootton Parish Council

Dated: 12th NOVEMBER 2025

To: Each member of Wootton Parish Council, NLC Member Councillors and Notice Board, Website:

www.woottonparishcouncil.co.uk

PUBLIC FORUM

There is an opportunity for any members of the public present to make comments about the agenda items, for a maximum of 15 minutes total, prior to the commencement of the Parish Council meeting.

AGENDA

- 2511/1 Apologies for absence**
To receive apologies of absence if any
- 2511/2 Declarations of interest on any agenda items**
To declare any agenda items of interest
- 2511/3 Adoption of the minutes of the Parish Council meeting held in September 2025**
To agree the minutes of the last meeting
- 2511/4 Clerk updates**
To receive any updates.
- 2511/5 Planning Applications received:**
a) To discuss and agree comments on planning application PA/2025/1333
- 2511/6 Police Matters/NATS:**
a) To discuss any NATs matters to take forward to the meeting
b) To receive an update on anti social behaviour at the pond
c) Any other issues
- 2511/7 North Lincolnshire Council Matters:**
a) Report from NLC Ferry Ward Member Councillors
b) New matters to consider.
- 2511/8 Correspondence:** circulated list and items received too late for circulation.
a) Newsletter
b) Community planting
c) To consider and agree the response to be submitted for the questions from NLC on the Local Plan
- Review the list and map provided for your area.
 - Confirm whether the information is accurate and complete.
 - Identify any missing facilities or services
 - Highlight any facilities that are under threat, underused, or in need of investment.
 - Share any local insights or priorities that should be considered in future planning.
- 2511/9 Finance:**
a) To agree payments to be made in accordance with the Schedule of Payments for November 2025
b) To note the bank statements tally with the month end reporting
c) To agree the financial summary for September 2025
d) To receive an update on the 6 monthly VAT claim
e) To discuss and agree actions relating to a CCLA high interest account
f) To discuss and agree the budget for 2026-2027
- 2511/10 Environmental and village issues.**
a) The pond – to receive an update
b) Village newsletter
c) Neighbourhood plan – to receive an update
d) To receive an update on the fishing club
e) To receive information about Community Planting
f) Any new village matters to report
- 2511/11 Asset Register**

- i) To discuss the Asset Register and see if it meets the criteria for compliance by answering the following questions and agreeing any actions as necessary:
 - a) Is the Asset Register up to date?
 - b) Is there a minimum value threshold for capitalising assets?
 - c) Does the Asset Register include all assets above threshold?
 - d) Are all assets valued consistently eg purchase value and current value?
 - e) Does each asset include all essential fields eg ID, date acquired, cost, exact location, purpose, interest, condition?
 - f) Does the RFO formally have responsibility for maintaining the Asset Register?
 - g) Do you physically verify all assets at least annually?
 - h) Are safety inspections carried out?
 - i) Is there a maintenance schedule of assets?
 - j) Is the asset register reviewed against insurance schedules eg insurance values checked and reconciled?
 - k) Are asset disposals properly authorised?
- ii) From the agenda item i) above, does the Parish Council agree to formally adopt the Scribe Free template?

2511/11 Agenda items for next meeting

To consider items to be included on the next agenda
Financial Regulations

2511/12 Date of next meeting:

To agree the date and time of the next Ordinary Parish Council meeting