

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