

Stubton Village Blog – SPC Agenda

STUBTON PARISH COUNCIL

Dear Councillors,

You are hereby summoned to attend a Meeting of the Parish Council on **Monday 15th December 2025 at 7pm at Stubton Village Hall, Fenton Road, Stubton**, for the purposes of considering & resolving upon business to be transacted as set out in this Agenda.

Prior to the commencement of the Meeting there will be a public forum for a maximum of 20 minutes, where members of the public may ask questions or make short statements to the Parish Council. This will be followed by Reports from Ward and/or County Councillors in attendance.

The public forum may not be recorded since it does not form part of the formal Parish Council Meeting. The Clerk will record the Agenda of the Parish Council Meeting for the purpose of preparation of the Minutes. Recordings will be deleted once Minutes are drafted.

Signed: *Jackie Britten-Crooks*

Parish Clerk

Dated: 8th December 2025

Council Members: Cllr Sam Kirk (Chairman), Cllr David Wood (Vice-Chairman), Cllr Jenny Taylor.

AGENDA

1. WELCOME REMARKS FROM THE CHAIRMAN

To take a moment to reflect and offer condolences to family and friends of residents Stubton has lost this year, including the recent loss of Roy Scofield and Paul Atkinson.

2. APOLOGIES FOR ABSENCE

To receive & **Resolve** to accept apologies for absence where valid reasons for absence have been given to the Clerk prior to the Meeting.

3. DECLARATIONS OF INTEREST

To receive Declarations of Interest under the Localism Act 2011 – this being any pecuniary or non-pecuniary interest in agenda items not previously recorded on Members' Register of Interests.

4. MINUTES

Motion: To **Resolve** to accept the Minutes of the Extraordinary Meeting held on 6th November 2025 and for the Chairman to sign the approved Minutes.

5. IT/Bring Your Own Device (BYOD) POLICY

a) Motion: To **Resolve** to adopt an IT/BYOD Policy in preparation for the AGAR requirements for 2026. [Appendix 1](#)

6. FLAG SCHEDULE UPDATE

Motion: To **Resolve** to adopt the updated schedule for flag flying on the Village Green. [Appendix 2](#)

7. OCCASIONAL MEALS FOR ELDERLY RESIDENTS

Motion: To **Resolve** to approve a grant application and/or funding to provide occasional meals or provisions for elderly residents and those who are isolated and no longer able to take part in village social activities.

8. PRECEPT

To consider & **Resolve** to approve a precept calculation for 2026/2027 based on the Draft Budget for that period. [Appendix 3](#)

9. FINANCE

a) To note the following payments & receipts:

Date	Payment Description	Amount
17.09.25	SLCC CiLCA Registration	£450.00
30.09.25	Bank Charges	£6.00
31.08.25	Bank Charges	£6.00
30.11.25	Bank Charges	£6.00
	Receipt Description	
30.09.25	Quarterly interest	+£23.42

£500 transferred from interest account to current account on 4.12.25

b) To note bank balance and statements as of December 2025 & bank reconciliation:

Account ending 4970 £692.57

Account ending 4983 £4,523.42

Total bank balance £5,215.99

c) Motion: To **Resolve** to add Cllr Wood to the Unity Bank mandate as a signatory to authorise Parish Council payments.

10. PLANNING UPDATE

To receive updates on recent planning applications.

11. END OF YEAR ACKNOWLEDGEMENTS

To thank all the residents who contribute to the maintenance and upkeep of village amenities and traditions.

12. END OF MEETING