

# Stubton Village Blog – Annual Meeting of the PC

## STUBTON PARISH COUNCIL

**MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL, HELD ON WEDNESDAY  
20 MAY 2026 AT 7.30pm AT STUBTON VILLAGE HALL, FENTON ROAD, STUBTON.**

### **Councillors present:**

Cllr Sam Kirk

Cllr David Wood

Cllr Jenny Taylor

### **In attendance:**

Jackie Britten-Crooks (Parish Clerk)

District Councillor Penny Milnes

### **Also present:**

2 members of the public

The meeting commenced at 7.45pm.

## **1. ELECTION OF CHAIRMAN**

It was proposed, seconded & **Resolved** to appoint Councillor Sam Kirk to the role of Chairman of the Parish Council.

## **2. DECLARATION OF ACCEPTANCE OF OFFICE**

Councillor Sam Kirk signed the Declaration of Acceptance of Office.

## **3. ELECTION OF VICE CHAIRMAN**

It was proposed, seconded & **Resolved** to appoint Councillor David Wood to the role of Vice Chairman of the Parish Council.

## **4. DECLARATION OF ACCEPTANCE OF OFFICE**

Councillor David Wood signed the Declaration of Acceptance of Office.

## **5. APOLOGIES FOR ABSENCE**

None

## **6. DECLARATIONS OF INTEREST UNDER THE LOCALISM ACT 2011**

None

## **7. MINUTES**

It was proposed, seconded & **Resolved** that the Draft Minutes of the previous meeting held on Monday 16th March 2026 be adopted as the Official Minutes of that meetings & to be signed by the Chairman.

## 8. ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN

- a) It was proposed, seconded & **Resolved** to approve the Governance Statement.
- b) It was proposed, seconded & **Resolved** to approve the Accounting Statement.
- c) It was proposed, seconded & **Resolved** to approve the Certificate of Exemption.
- d) It was proposed, seconded & **Resolved** to approve the Public Rights Notice period from 3 June to 14 July 2026.
- e) It was proposed, seconded & **Resolved** to approve the Statement Of Variances.
- f) The completion of internal audit and cashbook for the 2025 – 2026 financial year ending 31 March 2026 were Noted.

## 9. INSURANCE

It was proposed, seconded & Resolved that the most suitable insurance for the Parish Council was the Zurich policy & for the Clerk to make arrangements for acceptance of the policy quotation & for payment for 1 year.

## 10. FINANCE

It was proposed, seconded and **Resolved** to approve the following payments, receipts and bank reconciliation:

Date	Payment Description	Amount
06.03.2026	Information Commissioner's Office (ICO) D/D	£47.00
23.03.2026	SKDC Green Bins for Church Donation D/D	£100.00
23.03.2026	J Britten-Crooks reimbursement painting materials and stationery supplies	£77.96
31.03.2026	Bank Charges	£7.00
02.04.2026	LALC Annual Membership Fee	£97.70
27.04.2026	Community Heartbeat Trust Donation – Stubton Defibrillator	£100.00
30.04.2026	Bank Charges	£7.00
	<b>Receipt Description</b>	
08.04.2026	SKDC Precept	£1,850.00
31.03.2026	Interest	£23.47

Reconciliation

Opening balance brought forward from 28 February figures: £5,194.27

Less payments of £436.66 listed above = £4,757.61

Plus receipts £1,873.47

Account ending 4983: £4,573.77

Account ending 4970: £2,057.31

**Balance as of 30 April 2026 £6,631.08**

**11. PLANNING**

Planning discussions took place at length during the Parish Meeting held earlier in the evening, so the topic was not revisited.

**12. SIGN UPDATE**

Cllr Ken Bamford was thanked in his absence for the assistance in obtaining groundworks for the sign pole under a scheme run by Lincolnshire County Council. The groundworks will take place in July and it is hoped the sign will be made by then.

No date was set for the next ordinary meeting.

The meeting ended at 8.04pm

---

Signed.....

Date.....