

UPTON PARISH COUNCIL

Minutes for Parish Council Meeting held on

Wednesday 19th November 2025 at 7.30pm at the Village Hall

Present: Councillors: Malcolm Yates (MY/Chair), Roger Norman (RN), Kim Hickinbotham (KH)

In Attendance: R Holloway (Clerk)

	DISCUSSION AND DECISIONS
132/25	To receive representation from the public (ten minutes): 1 member of the public attended the meeting. Michael updated the Council on the work done through the Collies volunteer group, general maintenance is ongoing with grass cutting and weeding and maintenance of the raised bed. Hedge trimming has been discussed with the neighbour who shares the boundary and that will be done at some point. Alan and Jude continue to maintain the raised bed and Sue continues with the stone painting to place amongst the garden. He mentioned that the signage on Hockerton Lane was not very clear and is causing some issues of poor driving.
133/25	To receive and accept apologies for absence: Cllr. Alan Robinson.
134/25	Declarations of interest: none
135/25	To approve the Minutes of the last meeting: The PC accepted the Minutes from the meeting held on 15 th October 2025 as a true record and were then signed off by the Chairman.
136/25	To note Matters Arising: RN outlined the information he had obtained through the Charity Commission for the Babthorpe Charity. Work is ongoing with the Charity Commission to update the Charity 'Purpose' and he would update the Council when this has been completed.
137/25	To receive the Chairman's report: The Chairman noted that his report would be covered in following agenda items.141/143/147/148
138/25	Reports from District/County Councillors: Cllr. Melton noted that work on Home Farm had not yet started but he would liaise again with NSDC Planning enforcement to get an update for the next meeting in January. He outlined that NSDC were expecting a response from the planning Inspectorate for the Kelham Solar Farm by the end of March 2026. He updated the Council on Local Government Reorganisation and outlined the options under consideration across the County and the option NSDC would be supporting, it was noted that there was little information around the impact LGR would have on Parish and Town Councils.
139/25	To Receive updates on the following: <ol style="list-style-type: none">CVG: The stone has arrived for the pathway the weather has prevented any work being done and so it will now be scheduled for the new year.To receive report on footpaths/dog bins: The dog bins have been emptied, the footpaths are in the process of being trimmed back, RN mentioned that the Footpaths Officer has not been in touch and he will follow this up again.

	<p>c. To receive playground update: KH mentioned that the park is very wet at the moment, but everything looked in good order. The playground inspection by NSDC is imminent and a report would be sent to the PC once that was completed.</p>
140/25	To receive and action Highways issues: As mentioned Hockerton Lane is an issue that has been noted and will be reported. RN noted that there was a section of fencing down on the footpath/bridleway by Cliff Farm, he would report this to the Footpath Officer at NCC.
141/25	<p>To note the Village Hall update:</p> <ul style="list-style-type: none"> a. Finance: The balance of the Village Hall reconciliation of £14061.07 was agreed and signed off by the Chairman b. Maintenance and caretaking: MY confirmed that the lights had all had new bulbs fitted and were looking good. PAT testing was taking place on all the electrical equipment. The trees at the side of the hall had been cut down and this had made a big difference to the pathway and to the light into the hall. c. To receive an update on the Village Hall refurbishments: MY confirmed that the new windows were being fitted the following day so the hall would then be fully double glazed which should help heat retention. MY was looking at getting new curtains for the hall and had suggested a budget of £350.00 which was agreed by all. A suggestion was made to get the damaged radiator replaced and a budget of £250.00 was agreed. MY was seeking quotes for redecorating the hall once works were completed. RN noted that the roof had remained watertight during the recent storm which was good news.
142/25	To receive the Community defibrillators Monthly inspection All OK, MY will check in a few weeks to see when the Pads and batteries would need replacing.,
143/25	<p>Financial Matters:</p> <ul style="list-style-type: none"> a. The Parish Council Bank reconciliation of £22144.33 was agreed b. Payments of £1645.38 were authorised and signed off. It was agreed that the following invoices be authorised for payment, when received, as the next meeting wasn't until 21st January 2026. <p>Lee Glass and Glazing around £1000.00 for new windows. The Plumber, for works to the central heating, MJT Electrical for PAT testing equipment, L Booth for cleaning the Hall. To MY to reimburse him for the lottery winnings paid out. All to be agreed with the Chairman prior to payment and authorised by RN through the online Banking system.</p>
144/25	To consider the budget figures and reserves: It was agreed that the 2026/27 precept figure be increased by 5% to account for the rate of inflation of 3.8 % and the extra costs associated, such as the new AGAR regulations requiring a dedicated (. GOV) website and e-mail address.
145/25	Planning matters: None to note

146/25	To review/amend/adopt the IT policy under Assertion 10 2025/26 AGAR requirements: This was reviewed and discussions took place specifically around points 4 and 5 in the event the Clerk continues to use her own equipment. The Clerk confirmed that Data is stored in the cloud and on data sticks and would be available for transfer in the future should that be required. It was agreed and signed off that no equipment would be provided, and the Clerk would continue to use her own Desk Top computer and software/Office365/cloud-based storage
147/25	Christmas lunch event: MY confirmed that he had held a meeting the previous evening with volunteers to discuss the arrangements and organise who does what. He confirmed that 52 people + 3 infants had ordered tickets, with ages ranging from 6 months to 92 years which is amazing. There would be a raffle on the night, and raffle tickets would be sold before the event, at the pub as well as on the night at the VH.
148/25	Annual Christmas Celebrations: It had been suggested by residents that the annual carols around the tree could be held earlier in the evening this year with mulled wine in the Collies at 5pm carols around the tree at 5.30pm followed by Santa after that. It was agreed to let the organisers continue with that timeline; the Village Hall would be available if the weather turns inclement on the night.
149/25	To note and action service faults: None
150/25	Lottery draw for November 2025: £50.00 – no.192. £25.00- no 100 £10.00 -no 81 £5.00 – no 208
151/25	Correspondence: All correspondence circulated electronically.
152/25	Agenda items for next meeting: none
153/25	Any other business: none
154/25	Date of next meeting: 21 st January 2026 at 7.30 pm at the Village Hall
155/25	Close: There being no further business, the Chairman closed the meeting at 20.35

Signed

Chairman

Date.....