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WESTBOROUGH & DRY DODDINGTON PARISH COUNCIL

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Website: <https://westborough-dry-doddington.parish.lincolnshire.gov.uk/>

Friday, 04 October 2025

Dear councillor,

You are hereby summoned to attend a meeting of the **Full Council** which will be held on **Thursday, 09 October** commencing at **7.30pm** at Dry Doddington Village Hall.

The business of the meeting is set out in the agenda below.



Belina Boyer
Parish Clerk/RFO

Agenda no	Agenda item title
25-81	Public Forum: to receive questions and comments from residents of the village on any matter relating to items on this agenda. (15 minutes maximum)
25-82	To note apologies for absence .
25-83	To receive any declarations of interest in accordance with the requirements of the Localism Act 2011 and consider any dispensation requests received by the Clerk
25-84	To welcome representatives of the Environment Agency to answer questions on flooding in the parish.
25-85	To receive the minutes of the previous Full Council Meeting and resolve to sign these as a true record of the meeting(s). Minutes of Annual Parish Council Meeting on 10 July 2025
25-86	To receive and note the Clerk's Report.
25-87	To consider gifting Dry Doddington Village Hall equipment for the storage and moving of equipment and a water urn.
25-88	To consider whether the council want to use the LCC salt offer.
25-89	To receive and note information received on the potential use of Dry Doddington Village Green and consider further steps.
25-90	To receive and note information on the NJC agreed pay award resulting in backdated salary payments.

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25-91	To consider the following proposal by Cllr Forman: To seek quotations for the appropriate work to be conducted on the grade II listed Village Cross in Westborough. If approved, to authorise the Clerk to seek listed Building consent for the work to be carried out.																														
25-92	To consider the following proposal by Cllr Ford: To agree to donate the sum of £50 as an annual contribution to support the Village Newsletter.																														
25-93	<p>Financial Matters:</p> <p>a) To receive and note the council’s receipts and payments over budget report to 30 September 2025 and review the current budget and any virements. (To be tabled)</p> <p>b) To receive and note the council’s bank reconciliation to 30 September 2025 – to be tabled</p> <p>c) To note the transfer of £10,000 from the Melton Building Society to the council’s NatWest Account.</p> <p>d) To authorise the following known upcoming payments:</p> <table><tr><th>Payee Name</th><th>Referen ce</th><th>Transaction Detail</th><th>Budget Code</th><th>£ Total</th></tr><tr><td>John Forman</td><td>P021</td><td>Grass cutting Westborough</td><td>Volunteer Mowing, Comm cleaner projects</td><td>90.00</td></tr><tr><td>Stuart Surr</td><td>P022</td><td>Grass cutting Westborough</td><td>Volunteer Mowing, Comm cleaner projects</td><td>65.00</td></tr><tr><td>Westborough VH/DW Plastering</td><td>P023</td><td>Westborough VH Refurb Grant</td><td>Project - - Westborough village hall roof</td><td>15,450.00</td></tr><tr><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td><u>15,605.00</u></td></tr></table> <p>Plus, any expenditure approved at this meeting and yet unknown amounts for out-of-pocket expenses, grass cutting etc. to be presented on the day.</p>	Payee Name	Referen ce	Transaction Detail	Budget Code	£ Total	John Forman	P021	Grass cutting Westborough	Volunteer Mowing, Comm cleaner projects	90.00	Stuart Surr	P022	Grass cutting Westborough	Volunteer Mowing, Comm cleaner projects	65.00	Westborough VH/DW Plastering	P023	Westborough VH Refurb Grant	Project - - Westborough village hall roof	15,450.00										<u>15,605.00</u>
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25-94	<p>BANKING</p> <p>a) To consider closing the Melton Building Society account and transferring the money to the council’s NatWest Reserve account.</p>																														
	To receive and note a verbal update on the flood shed.																														

Agenda no	Agenda item title
25-95	To consider planning applications for comment . There are no current applications to be considered.
25-96	To note the Planning Application Appeal Notification S24/1476 previously circulated.
25-97	To note planning decisions made since the last meeting. S25/1275 Demolition of the existing side extension and replacement with a two-storey side extension. 10 Main Street Dry Doddington Lincolnshire NG23 5HU – permission refused S25/1207 Section 211 Notice for the felling and removal of Yew tree. The Cottage Long Lane Westborough Lincolnshire NG23 5HH – no objection S25/0523 Section 211 Notice for the removal of T1, G1, T2, T3, T4, T5 and T6. The Old Rectory Town Street Westborough Lincolnshire NG23 5HJ – no objection
25-98	To receive and note reports from members including Highways updates. (for information only).
25-99	To receive the County and District Councillor's reports (for information only).
25-100	To note correspondence previously circulated by email.
25-101	Items for notification to be included in a future agenda. For information only.
25-102	To note the date and time of the next Full Council meeting as 08 January 2026 at 19.30 at Westborough Village Hall.

DRAFT Minutes

Of the meeting 10 July 2025 at Westborough Village Hall

Members Present:

Birnage (Chair)	Broomham	Ford	Forman	Lett	
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Members Absent:

Arnold					
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In attendance: The Parish Clerk

Also Present: County Cllr Bamford, The Environment Agency's Witham Partnerships and Strategic Overview Team Leader

Agenda no	Agenda item title
25-62	Public Forum: to receive questions and comments from residents of the village on any matter relating to items on this agenda. (15 minutes maximum) <i>There were no questions or comments.</i>
25-63	To note apologies for absence. Apologies were received from Cllr Arnold.
25-64	To receive any declarations of interest in accordance with the requirements of the Localism Act 2011 and consider any dispensation requests received by the Clerk. <i>No declarations of interest had been received.</i>
25-65	To welcome representatives of the Environment Agency to answer questions on flooding in the parish. Members welcomed Mr Ian Cappitt, the Environment Agency's Witham Partnerships and Strategic Overview Team Leader. He explained how funding for maintenance came in three categories with different funding streams: Annual maintenance, intermittent maintenance and capital refurbishment. The limited funding available would be allocated in the order of high, medium and low consequences whereby Westborough would be in the medium consequences category. The Environment Agency works in partnership with the Internal Drainage Boards And the Flood Authority. Being asked why the river Witham had not been dredged, he explained that this had been a big project in the 1970ies and the aim had been to increase the flow volume to a certain level in an effort to remove excess water as quickly as possible from a given area. The water levels that had occurred during storms Babette and Henk had

Agenda no	Agenda item title
	<p>been exceptional. These days it is understood that removing water quickly from one area may have negative consequences in other areas. Water management was needed taking numerous factors into account.</p> <p>The government had a new approach relying on natural flood management and building resilience in local communities.</p> <p>He stated that he would return to the October meeting when he was hoping the latest flood modelling data would be available.</p>
25-66	<p>To receive the minutes of the previous Full Council Meeting and resolve to sign these as a true record of the meeting(s). Minutes of Annual Parish Council Meeting on 08 May 2025 <i>The council received the minutes of the annual Parish Council Meeting 08/05/2025 and resolved to sign these as a true record of that meeting.</i></p>
25-67	<p>To review and adopt the following policies and procedures based on NALC/LALC and SLCC templates</p> <ul style="list-style-type: none"> a) Code of Conduct b) Complaints policy and procedure c) Grant Policy d) Co-option Policy e) Risk Management Policy <p><i>a) The council resolved to adopt</i> <i>b) Code of Conduct</i> <i>c) Complaints policy and procedure</i> <i>d) Grant Policy</i> <i>e) Co-option Policy</i> <i>f) Risk Management Policy</i></p>
25-68	<p>To receive and note the Clerk's Report and confirm the receipt of the 2025 Practitioner's Guide. <i>The Council received and noted the Clerk's report and confirmed the receipt of the 2025 Practitioner's Guide.</i></p>
25-69	<p>To receive a grant application from Westborough Village Hall Committee for the renovation of the hall's roof and consider awarding a grant from the Copley Solar Fund. <i>The Council considered the application in detail and resolved to award a grant of £15,450 from the Copley Solar fund for the renovation of the hall's roof and associated works. £12,000 to come from Earmarked Reserves for the Westborough Village Hall Roof.</i></p>
25-70	<p>To consider changing the clerk's email address to a free .gov.uk address and choose one of the permissible addresses.</p>

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	<i>The Council resolved to change the Clerk's email address to clerk@westborough-dry-doddington-pc.gov.uk through Parish Online.</i>																																																															
25-71	<p>Financial Matters:</p> <p>a) To receive and note the council's receipts and payments over budget report to 30 June 2025 and review the current budget and any virements.</p> <p><i>The Council received receipts and payments over budget report to 30 June 2025 and reviewed the current budget but did not agree any virements.</i></p> <p>b) To receive and note the council's bank reconciliation to 30 June 2025.</p> <p><i>The Council received and noted the bank reconciliation to 30 June 2025. The council's bank accounts had the following balances:</i></p> <p>STATEMENT BALANCES</p> <table><tr><td>NatWest Current Account</td><td>2,806.89</td></tr><tr><td>Nat West Reserve Account</td><td>6,100.89</td></tr><tr><td>Nat West 35 Day Notice</td><td>20,000.00</td></tr><tr><td>Melton Building Society</td><td>27,428.98</td></tr></table> <p>c) To authorise the following known upcoming payments:</p> <table><tr><th>Payee Name</th><th>Reference</th><th>Transaction Detail</th><th>Budget Code</th><th>£ Total</th></tr><tr><td>B Boyer</td><td>SO</td><td>Staff Costs July and August</td><td>Staff Costs</td><td>338.60</td></tr><tr><td>B Boyer</td><td>SO</td><td>WFHA July and August</td><td>Office expenses incl. WFHA and mileage</td><td>52.00</td></tr><tr><td>Zurich Insurance</td><td>P008</td><td>Council Insurance 2025/26</td><td>Insurance</td><td>160.64</td></tr><tr><td>South Kesteven DC</td><td>P009</td><td>Aqua Sacs</td><td>Other Projects - Copley Fund Reserve</td><td>456.00</td></tr><tr><td>John Forman</td><td>P010</td><td>Scissors for flood store</td><td>Other Projects - Copley Fund Reserve</td><td>5.19</td></tr><tr><td>John Forman</td><td>P011</td><td>Grass cutting Westborough</td><td>Volunteer Mowing, Comm cleaner projects</td><td>151.00</td></tr><tr><td>Stuart Surr</td><td>P012</td><td>Grass cutting Westborough</td><td>Volunteer Mowing, Comm cleaner projects</td><td>90.00</td></tr><tr><td>A J Chandra</td><td>P013</td><td>Grass cutting Westborough</td><td>Volunteer Mowing, Comm cleaner projects</td><td>60.00</td></tr></table> <p><i>The council authorised the above payments. Furthermore, the council approved the following additional payments:</i></p> <table><tr><td>John Forman</td><td>P014</td><td>Reimburse Shed Timber</td><td>Other Projects - Copley Fund Reserve</td><td>7.00</td></tr><tr><td>AC Garden Service</td><td>P015</td><td>Groundworks Long Lane</td><td>Volunteer Mowing, Comm cleaner projects</td><td>150.00</td></tr></table>	NatWest Current Account	2,806.89	Nat West Reserve Account	6,100.89	Nat West 35 Day Notice	20,000.00	Melton Building Society	27,428.98	Payee Name	Reference	Transaction Detail	Budget Code	£ Total	B Boyer	SO	Staff Costs July and August	Staff Costs	338.60	B Boyer	SO	WFHA July and August	Office expenses incl. WFHA and mileage	52.00	Zurich Insurance	P008	Council Insurance 2025/26	Insurance	160.64	South Kesteven DC	P009	Aqua Sacs	Other Projects - Copley Fund Reserve	456.00	John Forman	P010	Scissors for flood store	Other Projects - Copley Fund Reserve	5.19	John Forman	P011	Grass cutting Westborough	Volunteer Mowing, Comm cleaner projects	151.00	Stuart Surr	P012	Grass cutting Westborough	Volunteer Mowing, Comm cleaner projects	90.00	A J Chandra	P013	Grass cutting Westborough	Volunteer Mowing, Comm cleaner projects	60.00	John Forman	P014	Reimburse Shed Timber	Other Projects - Copley Fund Reserve	7.00	AC Garden Service	P015	Groundworks Long Lane	Volunteer Mowing, Comm cleaner projects	150.00
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	Coleen Dell	P016	Mowing Dry Doddington	Volunteer Mowing, Comm cleaner projects	114.00
	LALC	P017	Summer Conference	Training and development	54.00
25-72	<p>BANKING</p> <p>a) To consider adding Bankline authorisation to the NatWest bank accounts: https://www.natwest.com/business/ways-to-bank/bankline-for-communities.html</p> <p>The clerk explained that according to the bank's website, Bankline is only available to new community accounts. But there may be an option for Bankline.</p> <p><i>The Council resolved to add Bankline authorisation to the Council's NatWest accounts.</i></p> <p>b) To consider opening a CCLA Public Sector Deposit Fund Account to maximise income from interest: https://www.ccla.co.uk/investments/investor/local-authorities</p> <p><i>The Council resolved to open a CCLA Public Sector Deposit Fund Account.</i></p>				
25-73	<p>To receive the results of a poll on public spaces for children and teenagers and consider what action to take. (Cllr Birnage).</p> <p>Cllr Birnage reported that 62% of dry Doddington residents who had replied to the WhatsApp group poll on children's play equipment, 29% replied none was needed, 11% were not sure and 62% were in favour of children's play equipment in Dry Doddington. The Clerk would look into the feasibility of a play area on the village green.</p>				
25-74	<p>To consider planning applications for comment. S25/1207 Section 211 Notice for the felling and removal of Yew tree. The Cottage Long Lane Westborough Lincolnshire NG23 5HH <i>Members resolved not to comment.</i></p>				
25-75	<p>To note planning decisions made since the last meeting. S25/0173 Erection of permanent agricultural workers dwelling and associated works. J And J Alpacas Meadow Farm Clensey Lane Dry Doddington Lincolnshire NG23 5HT – Declined <i>Members noted the decision.</i></p>				
25-76	<p>To receive and note reports from members including Highways updates. (for information only).</p>				
25-77	<p>To receive the County and District Councillor's reports (for information only). County Councillor Bamford had attended the village walkaround with members of the Environment Agency and the council. He spoke about the challenges posed by the Local Government Re-organisation and that members of the public would be consulted shortly.</p>				

Agenda no	Agenda item title
	When asked where to report obstructions he stated that all obstructions damage, potholes or similar to the public highway including footways should be reported on https://www.fixmystreet.com/ or the phone app of the same name.
	Cllr Betts leaves at 20:45.
25-78	To note correspondence previously circulated by email. <i>Members noted the correspondence previously circulated by email.</i>
25-79	Items for notification to be included in a future agenda. For information only. <ul style="list-style-type: none"> • Play Area • Environment Agency Update • Flood Shed Update
25-80	To note the date and time of the next Full Council meeting as 09 October 2025 at 19.30 at Dry Doddington Village Hall. <i>This was duly noted.</i>

_____ Date_____

Signed as a true record by the presiding Chair of the approving meeting.

Clerk's Report to October 2025 meeting

Agenda no	Clerk's report		
25-87	<p>To consider gifting Dry Doddington Village Hall equipment for the storage and moving of equipment and a water urn.</p> <p>The council resolved in May:</p> <table border="1" data-bbox="240 779 1406 1070"> <tr> <td data-bbox="240 779 427 1070">25-48</td><td data-bbox="427 779 1406 1070"> <p>To consider a grant application from the Copley Solar Farm Fund from Dry Doddington Village Hall.</p> <p>The council considered the grant application.</p> <p>The council resolved to order and purchase table and chair trolleys as well as a hot water urn for use at Dry Doddington Village Hall. These items will then be gifted to the Village Hall Trustees. The estimated cost would be £1150.</p> </td></tr> </table> <p>This is to formally resolve to gift the items</p>	25-48	<p>To consider a grant application from the Copley Solar Farm Fund from Dry Doddington Village Hall.</p> <p>The council considered the grant application.</p> <p>The council resolved to order and purchase table and chair trolleys as well as a hot water urn for use at Dry Doddington Village Hall. These items will then be gifted to the Village Hall Trustees. The estimated cost would be £1150.</p>
25-48	<p>To consider a grant application from the Copley Solar Farm Fund from Dry Doddington Village Hall.</p> <p>The council considered the grant application.</p> <p>The council resolved to order and purchase table and chair trolleys as well as a hot water urn for use at Dry Doddington Village Hall. These items will then be gifted to the Village Hall Trustees. The estimated cost would be £1150.</p>		
25-88	<p>To consider whether the council want to use the LCC salt offer.</p> <p>Things to consider would be storage, fair distribution between the two parishes, logistics of distribution and storage.</p> <p>If the offer is free and the logistics can be solved without too many problems, than it is recommended to take up the offer.</p>		
25-89	<p>To receive and note information received on the potential use of Dry Doddington Village Green and consider further steps.</p> <p>Village greens may receive "enhancements" that would benefit the recreational use of the green. A play area would fall within this brief. Signage will be required for the play area, which could encompass a notice board.</p> <p>I have established that the Dry Doddington Village Green – despite surrounding the local church similar to a traditional churchyard, has not been used for burials.</p> <p>The council will need to consider a budget. If the council would like to apply for funding from external bodies such as the National Lottery or other sources in addition to money available from the solar fund, you would be able to offer better and more meaningful provision.</p> <p>With ownership, any ownership, comes responsibility. The council would be responsible to maintain the play area to a good standard and inspect it regularly.</p>		

Agenda no	Clerk's report
	<p>Annual inspections cost in the region of £100, weekly/monthly mainly visual inspections can be carried out by trained volunteers. There will be little or no cost for this.</p> <p>Members will need to consider preferred materials, as this will determine which suppliers should be approached for an initial quote: Wood: Pine or Robinia? Metal: "urban" look but more durable than wood, painted board + metal: can be painted to blend into the landscape or stand out, can be themed. For instance: farmyard, planes, trains, etc. Care should be taken to maximise play value for all.</p> <p>Recommended: to form a small working party with interested members of the public to source additional funding, consult with residents (children and their parents, grandparents) and obtain initial quotes and design ideas in time for next meeting.</p> <p>I will bring some play equipment brochures to view to the meeting.</p>
25-90	<p>To receive and note information on the NJC agreed pay award resulting in backdated salary payments.</p> <p>The clerk is on a NALC model contract which refers pay back to NJC pay scales. The increased payment is a contractual obligation.</p>
25-91	<p>To consider the following proposal by Cllr Forman: To seek quotations for the appropriate work to be conducted on the grade II listed Village Cross in Westborough. If approved, to authorise the Clerk to seek listed Building consent for the work to be carried out.</p> <p>Both crosses in Westborough are listed buildings. Therefore, listed building consent must be sought before any work is carried out.</p> <p>If approved, I shall contact the listed buildings officer at SKDC for advice on this authority's procedures. They are all slightly different. I have submitted relevant applications before.</p> <p>The first step will have to be to obtain photographic evidence of the work required. Recommendation: Clerk to obtain advice from Listed Buildings Officer at SKDC and submit application for works identified as required.</p> <p>Then obtain relevant quotes from suitable stone masons in readiness for works to be carried out in the spring (likely lime mortar work).</p>
25-92	<p>To consider the following proposal by Cllr Ford: To agree to donate the sum of £50 as an annual contribution to support the Village Newsletter.</p> <p>The council may consider to contribute a named sum as a grant . This would need to be decided on an annual basis.</p>
25-93	<p>Financial Matters:</p> <ul style="list-style-type: none"> a) To receive and note the council's receipts and payments over budget report to 30 September 2025 and review the current budget and any virements. (To be tabled) b) To receive and note the council's bank reconciliation to 30 September 2025 – to be tabled

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	<p>c) To note the transfer of £10,000 from the Melton Building Society to the council's NatWest Account.</p> <p>d) To authorise the following known upcoming payments:</p> <table><tr><th>Payee Name</th><th>Reference</th><th>Transaction Detail</th><th>Budget Code</th><th>£ Total</th></tr><tr><td>John Forman</td><td>P021</td><td>Grass cutting Westborough</td><td>Volunteer Mowing, Comm cleaner projects</td><td>90.00</td></tr><tr><td>Stuart Surr</td><td>P022</td><td>Grass cutting Westborough</td><td>Volunteer Mowing, Comm cleaner projects</td><td>65.00</td></tr><tr><td>Westborough VH/DW Plastering</td><td>P023</td><td>Westborough VH Refurb Grant</td><td>Project - - Westborough village hall roof</td><td>15,450.00</td></tr><tr><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td><u>15,605.00</u></td></tr></table> <p>Regular payments not included.</p> <p>Plus, any expenditure approved at this meeting and yet unknown amounts for out-of-pocket expenses, grass cutting etc. to be presented on the day.</p>	Payee Name	Reference	Transaction Detail	Budget Code	£ Total	John Forman	P021	Grass cutting Westborough	Volunteer Mowing, Comm cleaner projects	90.00	Stuart Surr	P022	Grass cutting Westborough	Volunteer Mowing, Comm cleaner projects	65.00	Westborough VH/DW Plastering	P023	Westborough VH Refurb Grant	Project - - Westborough village hall roof	15,450.00										<u>15,605.00</u>
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25-94	<p>BANKING</p> <p>a) To consider closing the Melton Building Society account and transferring the money to the council's NatWest Reserve account.</p> <p>Accessing the funds in the Melton Building Society is rather “old school” and requires the signing of paper slips, posting of pass books or their personal delivery and cheques. The Building Society was closed when I called last week and had been closed until Friday inclusive. Phone calls to the branch were not answered.</p> <p>Recommendation: Transferring all moneys out of Melton Building Society in readiness to opening a CCLA account once Copley funds have been received.</p>																														
25-95	<p>To consider planning applications for comment.</p> <p>There are no current applications to be considered.</p>																														
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	S25/1207 Section 211 Notice for the felling and removal of Yew tree. The Cottage Long Lane Westborough Lincolnshire NG23 5HH – no objection S25/0523 Section 211 Notice for the removal of T1, G1, T2, T3, T4, T5 and T6. The Old Rectory Town Street Westborough Lincolnshire NG23 5HJ – no objection
25-98	To receive and note reports from members including Highways updates. (for information only). I had circulated information one emergency resilience earlier this year. Will there be an Emergency Resilience Group?
25-102	To note the date and time of the next Full Council meeting as 08 January 2026 at 19.30 at Westborough Village Hall.

Local Government Services Pay Agreement 2025/26

SCP	01-Apr-24		01-Apr-25		Scale ranges
	£ per annum	* £ per hour	£ per annum	* £ per hour	Based on SCP
2	£23,656	£12.26	£24,413	£12.65	Below LC Scale (for staff other than clerks)
3	£24,027	£12.45	£24,796	£12.85	
4	£24,404	£12.65	£25,185	£13.05	
5	£24,790	£12.85	£25,583	£13.26	
5	£24,790	£12.85	£25,583	£13.26	LC1 (below substantive range)
6	£25,183	£13.05	£25,989	£13.47	
7	£25,584	£13.26	£26,403	£13.69	LC1 (substantive benchmark range)
8	£25,992	£13.47	£26,824	£13.90	
9	£26,409	£13.69	£27,254	£14.13	
10	£26,835	£13.91	£27,694	£14.35	
11	£27,269	£14.13	£28,142	£14.59	
12	£27,711	£14.36	£28,598	£14.82	LC1 (above substantive range)
13	£28,163	£14.60	£29,064	£15.06	
14	£28,624	£14.84	£29,540	£15.31	
15	£29,093	£15.08	£30,024	£15.56	
16	£29,572	£15.33	£30,518	£15.82	
17	£30,060	£15.58	£31,022	£16.08	LC2 (below substantive range)
18	£30,559	£15.84	£31,537	£16.35	
19	£31,067	£16.10	£32,061	£16.62	

20	£31,586	£16.37	£32,597	£16.90	
21	£32,115	£16.65	£33,143	£17.18	
22	£32,654	£16.93	£33,699	£17.47	
23	£33,366	£17.29	£34,434	£17.85	
24	£34,314	£17.79	£35,412	£18.35	LC2 (substantive benchmark range)
25	£35,235	£18.26	£36,363	£18.85	
26	£36,124	£18.72	£37,280	£19.32	
27	£37,035	£19.20	£38,220	£19.81	
28	£37,938	£19.66	£39,152	£20.29	
29	£38,626	£20.02	£39,862	£20.66	LC2 (above substantive benchmark range)
30	£39,513	£20.48	£40,777	£21.14	
31	£40,476	£20.98	£41,771	£21.65	
32	£41,511	£21.52	£42,839	£22.20	
33	£42,708	£22.14	£44,075	£22.85	LC3 (below substantive range)
34	£43,693	£22.65	£45,091	£23.37	
35	£44,711	£23.17	£46,142	£23.92	
36	£45,718	£23.70	£47,181	£24.46	
37	£46,731	£24.22	£48,226	£25.00	LC3 (substantive benchmark range)
38	£47,754	£24.75	£49,282	£25.54	
39	£48,710	£25.25	£50,269	£26.06	
40	£49,764	£25.79	£51,356	£26.62	
41	£50,788	£26.32	£52,413	£27.17	
42	£51,802	£26.85	£53,460	£27.71	

43	£52,805	£27.37	£54,495	£28.25	LC3 (above substantive benchmark range)
44	£54,071	£28.03	£55,801	£28.92	
45	£55,367	£28.70	£57,139	£29.62	
46	£56,708	£29.39	£58,523	£30.33	LC4 (below substantive range)
47	£58,064	£30.10	£59,922	£31.06	
48	£59,300	£30.74	£61,198	£31.72	
49	£60,903	£31.57	£62,852	£32.58	
50	£62,377	£32.33	£64,373	£33.37	LC4 (substantive benchmark range)
51	£63,881	£33.11	£65,925	£34.17	
52	£65,943	£34.18	£68,053	£35.27	
53	£68,000	£35.25	£70,176	£36.37	
54	£70,065	£36.32	£72,307	£37.48	
55	£72,145	£37.39	£74,454	£38.59	LC4 (above substantive benchmark range)
56	£74,198	£38.46	£76,572	£39.69	
57	£76,277	£39.54	£78,718	£40.80	
58	£78,315	£40.59	£80,821	£41.89	
59	£80,247	£41.59	£82,815	£42.93	
60	£82,221	£42.62	£84,852	£43.98	
61	£84,243	£43.67	£86,939	£45.06	
62	£86,319	£44.74	£89,081	£46.17	

Hourly rates have been calculated using the NJC-agreed formula: annual salary divided by 52.143 weeks (which is 365 days divided by 7) divided by 37 hours (the standard working week).

Re: Part-Time Hours Re:Agenda Request

3 emails

Parish Clerk <clerk@westborough-dry-doddington-pc.gov.uk >

Mon, 29 Sep 2025 08:44:57 +0100

To "forman34"<forman34@btinternet.com>

Good morning, John,

thank you for this, I shall add it to the agenda. You would not happen to know if the monument is listed, would you?

Kind regards

Belina E Boyer BA (Hons) Community Governance FSLCC

Pronouns she/her/hers

Clerk to Westborough and Dry Doddington Parish Council

Mobile: 07356 031636

----- On Sun, 28 Sep 2025 10:59:06 +0100 **Parish Clerk** <clerk@westborough-dry-doddington-pc.gov.uk> wrote ---

Thank you for your email.

The Clerk to the Council works for only a few hours a week. She may therefore not be able to reply to your email immediately.

If your issue is urgent, please ring or message the number below.

Kind regards

Belina E Boyer BA (Hons) Community Governance FSLCC

Pronouns she/her/hers

Clerk to Westborough and Dry Doddington Parish Council

Mobile: 07356 031636

Parish Clerk < clerk@westborough-dry-doddington-pc.gov.uk >

Sun, 28 Sep 2025 10:59:07 +0100

To "forman34"<forman34@btinternet.com>

Thank you for your email.

The Clerk to the Council works for only a few hours a week. She may therefore not be able to reply to your email immediately.

If your issue is urgent, please ring or message the number below.

Kind regards

Belina E Boyer BA (Hons) Community Governance FSLCC

Pronouns she/her/hers

Clerk to Westborough and Dry Doddington Parish Council

Mobile: 07356 031636

John < forman34@btinternet.com >

Sun, 28 Sep 2025 10:59:03 +0100

To "clerk"<clerk@westborough-dry-doddington-pc.gov.uk>

Sent from my iPad.

Monument On Westborough Green

To Note. Last repair of joints are failing and weeds are growing in the cracks at various levels

To Consider. If funds could be made available to remove the damaged grouting, and replace same with suitable material

To Agree. To seek quotations for the appropriate work to be carried out by builder qualified to work on ancient monuments.

John F

Listed Buildings (England)

- I
- II
- II*

Parish



Westborough village cross

Listed on the National Heritage List for England. Search over 400,000 listed places

(<https://historicengland.org.uk/listing/the-list/>)

Official list entry

Heritage Category:**Scheduled Monument**

List Entry Number:**1009210**

Date first listed:**13-Oct-1994**

Location

The building or site itself may lie within the boundary of more than one authority.

County:**Lincolnshire**

District:**South Kesteven (District Authority)**

Parish:**Westborough and Dry Doddington**

National Grid Reference:**SK 85103 44650**

Reasons for Designation

A standing cross is a free standing upright structure, usually of stone, mostly erected during the medieval period (mid 10th to mid 16th centuries AD). Standing crosses served a variety of functions. In churchyards they served as stations for outdoor processions, particularly in the observance of Palm Sunday. Elsewhere, standing crosses were used within settlements as places for preaching, public

proclamation and penance, as well as defining rights of sanctuary. Standing crosses were also employed to mark boundaries between parishes, property, or settlements. A few crosses were erected to commemorate battles. Some crosses were linked to particular saints, whose support and protection their presence would have helped to invoke. Crosses in market places may have helped to validate transactions. After the Reformation, some crosses continued in use as foci for municipal or borough ceremonies, for example as places for official proclamations and announcements; some were the scenes of games or recreational activity. Standing crosses were distributed throughout England and are thought to have numbered in excess of 12,000. However, their survival since the Reformation has been variable, being much affected by local conditions, attitudes and religious sentiment. In particular, many cross-heads were destroyed by iconoclasts during the 16th and 17th centuries. Less than 2,000 medieval standing crosses, with or without cross-heads, are now thought to exist. The oldest and most basic form of standing cross is the monolith, a stone shaft often set directly in the ground without a base. The most common form is the stepped cross, in which the shaft is set in a socket stone and raised upon a flight of steps; this type of cross remained current from the 11th to 12th centuries until after the Reformation. Where the cross-head survives it may take a variety of forms, from a lantern-like structure to a crucifix; the more elaborate examples date from the 15th century. Much less common than stepped crosses are spire-shaped crosses, often composed of three or four receding stages with elaborate architectural decoration and/or sculptured figures; the most famous of these include the Eleanor crosses, erected by Edward I at the stopping places of the funeral cortege of his wife, who died in 1290. Also uncommon are the preaching crosses which were built in public places from the 13th century, typically in the cemeteries of religious communities and cathedrals, market places and wide thoroughfares; they include a stepped base, buttresses supporting a vaulted canopy, in turn carrying either a shaft and head or a pinnacled spire. Standing crosses contribute significantly to our understanding of medieval customs, both secular and religious, and to our knowledge of medieval parishes and settlement patterns. All crosses which survive as standing monuments, especially those which stand in or near their original location, are considered worthy of protection.

Westborough village cross is a good example of the stepped base of a medieval standing cross. Situated on the village green, it is believed to stand in or near its original position. Minimal disturbance of the area immediately surrounding the cross indicates that archaeological deposits relating to the monument's construction and use are likely to survive intact. The remains of the cross have been little altered in modern times, having continued in use as a public monument and amenity from the medieval period to the present day.

Details

The monument includes Westborough village cross, a standing stone cross located on the village green. The cross is of stepped form and is medieval and later in date. The monument includes the base, comprising four medieval steps and a modern socket-stone.

The base includes four steps, all roughly square in plan and constructed of limestone blocks. The lowest step is about 3.1m square, the second 2.4m square, the third 1.7m square and the fourth 1.15m square. All four steps are medieval in date with modern repair. On the top step rests the socket-stone, a modern slab 0.64m square in section and 0.2m high. There is a small hole of square section in the upper face which is now closed with mortar. The full height of the cross is approximately 1.65m.

The cross is also Listed Grade II.

MAP EXTRACT The site of the monument is shown on the attached map extract. It includes a 1 metre boundary around the archaeological features, considered to be essential for the monument's support and preservation.

Legacy

The contents of this record have been generated from a legacy data system.

Legacy System number:**22654**

Legacy System:**RSM**

Sources

Books and journals

Davies, D S, 'Lincolnshire Notes and Queries' in Ancient Stone Crosses in Kesteven, , Vol. XII no.5, (1913), 149-150

Other

lives at 'The Hollies' to e of cross, workman who put socket-stone in place, (1993)

Legal

This monument is scheduled under the Ancient Monuments and Archaeological Areas Act 1979 as amended as it appears to the Secretary of State to be of national importance. This entry is a copy, the original is held by the Department for Culture, Media and Sport.



Map

This map is for quick reference purposes only and may not be to scale. This copy shows the entry on 03-Oct-2025 at 20:33:06.

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SeaZone Solutions Limited 2025. All rights reserved. Licence number
102006.006.

End of official list entry

Westborough and Dry Doddington Parish Council

AGENDA REQUEST FORM

PLEASE NOTE THAT AGENDA ITEMS MUST BE SUBMITTED A MINIMUM OF SEVEN WORKING DAYS BEFORE THE DATE OF THE MEETING UNDER STANDING ORDER 9b

NAME:	<u>Jane Ford</u>	DATE:	<u>26/9/25</u>
CONTACT DETAILS	<u>jane.h.ford1@gmail.com</u>		

AGENDA ITEMS: INSERT PROPOSED WORDING TO APPEAR ON THE AGENDA. Remember to make it clear what you are asking councillors to decide.
"To consider..." "To note..." "To review..." "To agree...."

To agree to donate the sum of £50 as an annual contribution to support the Village Newsletter.

BACKGROUND INFORMATION - insert as much information as possible so that councillors have the detail that they need to make an informed decision.

As editor, I have been talking to the publisher Tony. The Newsletter is running at a loss despite advertising income. Consequently we need to find extra funds to support this community enterprise, run solely by volunteers. The Newsletter is particularly important for older and isolated members of our community.

Tony and I have agreed that we should approach all village halls and other organisations and ask them for a small annual donation. Obviously this is nowhere near the costs of commercial adverts.

We are asking for £5 for each of the 10 issues per year, i.e. £50 for a year's worth of information. I am sure that publicity is a legitimate expenditure as far as PC regulations are concerned.

BACKGROUND DOCUMENTS - list names of any documents or supporting information to be attached. All documents must be submitted seven working days before the meeting.

COSTS - insert detail of costs associated with the decision that you are asking the council to make (if known). Copies of quotations should be attached.

£50

Westborough and Dry Doddington Parish Council

AGENDA REQUEST FORM

PLEASE NOTE THAT AGENDA ITEMS MUST BE SUBMITTED A MINIMUM OF SEVEN WORKING DAYS BEFORE THE DATE OF THE MEETING UNDER STANDING ORDER 9b

NAME:	<u>Jane Ford</u>	DATE:	<u>26/9/25</u>
CONTACT DETAILS	<u>jane.h.ford1@gmail.com</u>		

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£50

Transactions in	July/August/September	2025
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Receipts

	Total	333.23
NatWest Interest Reserve	Bank interest	5.57
NatWest Interest 35 Day	Bank interest	39.98
HMRC VAT Refund 4th Qtr	VAT reclaimed	204.51
NatWest Interest Reserve	Bank interest	4.07
NatWest Interest 35 Day	Bank interest	35.51
NatWest Interest Reserve	Bank interest	4.34
NatWest Interest 35 Day	Bank interest	39.25
		-

Payments

	Total	2,381.99
Scissors for flood store	Other Projects - Copley Fund Reserve	5.19
Grass cutting Westborough	Volunteer Mowing, Comm cleaner projects	151.00
Grass cutting Westborough	Volunteer Mowing, Comm cleaner projects	90.00
Grass cutting Westborough	Volunteer Mowing, Comm cleaner projects	60.00
Reimburse Shed Timber	Other Projects - Copley Fund Reserve	7.00
Groundworks Long Lane	Volunteer Mowing, Comm cleaner projects	150.00
Mowing Dry Doddington	Volunteer Mowing, Comm cleaner projects	114.00
WFHA July	Office expenses incl. WFHA and mileage	26.00
Summer conference	Training and Development	54.00
Table trolleys	Other Projects - Copley Fund Reserve	941.72
Chair trolleys	Other Projects - Copley Fund Reserve	324.58
WFHA August	Office expenses incl. WFHA and mileage	26.00
WFHA September	Office expenses incl. WFHA and mileage	26.00
	Salaries and wages 3 months	406.50

Westborough and Dry Doddington Parish Council Receipts and Payments over Budget Report

Actual Year to date	Budget as Approved 30/01/2025	Current annual Budget	Funds Available	% of Budget spent
------------------------	-------------------------------------	--------------------------	--------------------	----------------------

Expenditure Detail

				8%	
Audit costs	-	240	240	240	0% The IA did not charge. No EA costs
Defibrillator maintenance	-	60	60	60	0%
Election costs	-	0	0	-	No Budget
Events (VE80, Christmas)	-	474	474	474	0%
Insurance	160.64	180	180	19	89%
Mowing	-	450	450	450	0%
Office expenses incl. WFHA and mileage	156.00	397	397	241	39%
Other Projects - Copley Fund Reserve	1,788.21	0	0		
Project - Churchyard water	-	5000	5000	5,000	0%
Project - -Westborough village hall roof	-	10000	10000	10,000	0% Payment of £15,450 imminent.
Room Hire Charges	-	160	160	160	0%
Section 137 allowance - LIVES	-	0	0	-	No Budget
Staff Costs (Salary, NI, PAYE, Pension)	914.40	2032	2032	1,117	45%
Subs LALC	-	163	163	163	0% Normally paid March
Training and Development	45.00	350	350	305	13%
Volunteer Mowing, Comm cleaner projects	880.00	1100	1100	220	80% End of season.
Total Payments	4,295	20,606	18,450		

Westborough and Dry Doddington Parish Council Receipts and Payments over Budget Report

Actual Year to date	Budget as Approved 30/01/2025	Current annual Budget	Funds Available	% of Budget spent
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INCOME

	Actual Year to date	Budget as Approved 30/01/2025	Current annual Budget	Funds Available	% of Budget Received	
Bank interest	202.73	520	520		39%	
Community cleaner grant - from SKDC	463.32	926	926		50%	
Grant - NTS clerk training bursary	-	0	-		No Budget	
LCC mowing income for 3 cuts	-	1460	1,460		0%	Invoiced awaiting payment.
Precept	2,700.00	2700	2,700		100%	
VAT reclaimed	204.51	0	-		No Budget	
*Transfer from reserves	-	15,000	15,000		0%	£10,000 requested from Melton BS
TOTAL Income	-	20,606	20,606		0%	

Total Income	3,571	20,606	20,606	-
Total Expenditure	4,295	20,606	-	18,450
Balance	- 725	0	20,606	

Bank Reconciliation

Westborough and Dry Doddington Parish Council

Financial Year ending: 31 March 2026

Prepared by: B Boyer. Date: 06/09/2025

Transactions for month up to 31/08/2025

Reconciliation date: 31/08/2025

STATEMENT BALANCES

NatWest Current Account	1,955.81	
Nat West Reserve Account	4,844.23	
Nat West 35 Day Notice	20,075.49	
Melton Building Society	27,428.98	
		54,304.51

LEDGERS

All		
Opening Balance	54,911.48	54,911.48
Receipts to date	3,526.97	
Payments to date	4,133.94	
Running balance	54,304.51	

Sub-total -
Un-banked Receipts

Sub-total -

Un-presented payments:

NET BALANCE	54,304.51	Cashbook balance	54,304.51
Statement Balance	54,304.51	<u>Difference</u>	<u>-</u>

Approved by: Date:

Bank Reconciliation

Westborough and Dry Doddington Parish Council

Financial Year ending: 31 March 2026

Prepared by: B Boyer. Date: 03/10/2025

Transactions for month up to 31/08/2025

Reconciliation date: 30/09/2025

STATEMENT BALANCES

NatWest Current Account	5,794.31	
Nat West Reserve Account	848.57	
Nat West 35 Day Notice	20,114.74	
Melton Building Society	27,428.98	
		54,186.60

LEDGERS

All		
Opening Balance	54,911.48	54,911.48
Receipts to date	3,570.56	
Payments to date	4,295.44	
Running balance	54,186.60	

Sub-total -
Un-banked Receipts

Sub-total -

Un-presented payments:

NET BALANCE	54,186.60	Cashbook balance	54,186.60
Statement Balance	54,186.60	<u>Difference</u>	<u>-</u>

Approved by: Date:

Correspondence to October 2025 Meeting

- SKDC - SKDC Local Government Reorganisation Presentation Slides
- GLFA - A Greater Lincolnshire for All - Local Government Reorganisation in Greater Lincolnshire
- LCC - Town and parish council newsletter July 2025
- LALC - Local government pay award 2025-26
- LALC- E-news 01/08/25 & August Training Bulletin
- LALC - E-news 29/08/25
- Community Emergency Plan Companion (2nd edition)
- Cllr K Bamford - Hough Division Community Collaboration
- Cllr K Bamford - Proposal for a Parish Council Communication Network
- LCC - Town and parish council newsletter September 2025
- LALC - October 2025 Training Bulletin