

WESTBOROUGH & DRY DODDINGTON PARISH COUNCIL

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Friday, 02 January 2026

You are hereby invited to attend a meeting of the **Full Council** which will be held on **Thursday, 08 January 2026** commencing at **7.30pm** at Westborough Village Hall.

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

Belina Boyer

Parish Clerk/RFO

Agenda no	Agenda item title
	Public Forum: to receive questions and comments from residents of the village on any matter relating to items on this agenda. (15 minutes maximum)
	To receive and note verbal reports from the district and county councillors.
26-01	To note apologies for absence.
26-02	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
26-03	To welcome representatives of the Environment Agency to answer questions on flooding in the parish.
26-04	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 09 October 2025
26-05	To receive and note the Clerk's Report. (verbal report)
26-06	Employment Matters a) To note the clerk's additional permanent employment with another council b) To consider formally confirming the clerk's permanent position.
26-07	To consider the arrangements for the annual litter pick and agree the date, time and any actions required. Furthermore, to approve any related expenditure.
26-08	To consider meeting dates for the 2026/27 municipal year and set dates for the Annual Parish Meetings..
26-09	To consider for the appropriate work to be conducted on the grade II listed Village Cross in Westborough. (Cllr Forman)

Agenda no	Agenda item title																								
	If approved, to authorise the Clerk to seek listed Building consent for the work to be carried out.																								
26-10	To consider commissioning a village sign for Dry Doddington (Cllr Birnage)																								
26-11	To consider the budget proposal for the 2026-27 Financial Year.																								
26-12	To decide the precept demand for the 2026-7 Financial Year and sign the relevant paperwork																								
26-13	<p>Financial Matters:</p> <p>a) To receive an note the receipts and payments since the previous meeting and approve any payments made by the clerk under delegated power.</p> <p>b) To receive and note the council’s receipts and payments over budget report to 31 December 2025 and review the current budget and any virements.</p> <p>c) To receive and note the council’s bank reconciliation to 31 December 2025</p> <p>d) To note closure of the Melton Building Society account and transfer of funds to the council’s NatWest Account.</p> <p>e) 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>J Lawrence (Payable to A Cousins)</td><td>P029</td><td>Grass cutting churchyard Westborough</td><td>Volunteer Mowing, Comm cleaner projects</td><td>75 .00</td></tr><tr><td>B Boyer</td><td>SO</td><td>WFHA</td><td>Admin costs</td><td>26.00</td></tr><tr><td></td><td></td><td></td><td></td><td><u>101.00</u></td></tr></table> <p>Plus staff salaries.</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	Referen ce	Transaction Detail	Budget Code	£ Total	J Lawrence (Payable to A Cousins)	P029	Grass cutting churchyard Westborough	Volunteer Mowing, Comm cleaner projects	75 .00	B Boyer	SO	WFHA	Admin costs	26.00					<u>101.00</u>
Payee Name	Referen ce	Transaction Detail	Budget Code	£ Total																					
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B Boyer	SO	WFHA	Admin costs	26.00																					
				<u>101.00</u>																					
26-14	<p>BANKING</p> <p>a) To consider opening a deposit/savings account with either CCLA or Hinckley and Rugby building society to maximise potential interest earnings and</p> <p>b) To consider signing rules etc for the new account.</p>																								
26-15	To receive and note a verbal update on the flood shed and consider options for a flood store relocation. (Cllr Forman)																								

Agenda no	Agenda item title
26-16	To receive an update on play area consultation.. (Cllr Birnage)
26-17	To consider appointing an internal auditor for the current financial year.
26-18	To consider planning applications for comment . There are no current applications to be considered.
26-19	<p>To note planning decisions made since the last meeting.</p> <p><u>Repair corner furthest away from main house which is currently used as a woodshed using as much reclaimed material as possible and suitable like for like replacements for any additional material.</u> <u>Show more description</u> The Old Rectory Town Street Westborough Lincolnshire NG23 5HJ Ref. No: S25/1905 Received: Thu 09 Oct 2025 Validated: Thu 09 Oct 2025 Status: Decided - Approved conditionally <u>Demolition of existing redundant agricultural barns and the erection of 5 new build dwellings and access road.</u> Manor Farm Manor House Lane Dry Doddington Lincolnshire NG23 5JA Ref. No: S24/1504 Received: Fri 30 Aug 2024 Validated: Mon 16 Sep 2024 Status: Decided - Approved conditionally <u>Single storey side extension and erection of front porch</u> The Bungalow Long Lane Westborough Lincolnshire NG23 5HH Ref. No: S25/1604 Received: Fri 29 Aug 2025 Validated: Fri 29 Aug 2025 Status: Decided - Approved conditionally <u>Proposed roof extension to existing lean-to side extension</u> Orchard Cottage Main Street Dry Doddington Lincolnshire NG23 5HU Ref. No: S25/1180 Received: Tue 24 Jun 2025 Validated: Wed 16 Jul 2025 Status: Decided - Approved conditionally</p>
26-20	To receive and note reports from members including Highways updates. (for information only).
26-21	To receive the County and District Councillor's reports (for information only).
26-22	To note correspondence previously circulated by email.
26-23	Items for notification to be included in a future agenda. For information only.
26-04	To note the date and time of the next Full Council meeting as Thursday 12 March 2026 - Dry Doddington Village Hall, 7.30pm.

Minutes

Of the meeting 09 October 2025 at Dry Doddington 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, District Cllr Wood, one member of the public

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) A member of the public and representative of Dry Doddington Church informed the meeting that the church was going to apply for funding to repair the floor. They reminded the Council, that £12,000 had been earmarked from the Copley Solar Fund for this some time ago.
25-82	To note apologies for absence . The council noted and approved apologies for absence given by Cllr Tom Arnold.
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 Cllr Ford declared a personal interest in the Village Newsletter.
25-84	To welcome representatives of the Environment Agency to answer questions on flooding in the parish. None in attendance.
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 the Parish Council Meeting on 10 July 2025 The Council resolved to sign the minutes of the meeting 10 July 2025 as a true record of that meeting.
25-86	To receive and note the Clerk's Report. The Council received and noted 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. The council unanimously resolved to gift Dry Doddington Village Hall equipment for the storage and moving of equipment and a water urn.

Agenda no	Agenda item title									
25-88	To consider whether the council want to use the LCC salt offer. The council considered the offer and concluded there would be nowhere to store a ton of salt.									
25-89	To receive and note information received on the potential use of Dry Doddington Village Green and consider further steps. The council learnt that Dry Doddington Village Green had never been used for human burial and that installing a play area would not contradict its status as a village green. Thus permission to install paly equipment and a notice board would likely be granted. Cllr Birnage volunteered to call a village meeting to continue the community engagement process.									
25-90	To receive and note information on the NJC agreed pay award resulting in backdated salary payments. The council received and noted the NJC agreed pay award resulting in contractual backdated salary payments.									
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. The Council resolved to for Cllr Forman seek an initial quotation 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. The council resolved to grant £50 to the Village Newsletter. The clerk explained that the Newsletter would need to re-apply for the grant each year.									
25-93	Financial Matters: 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. The Council noted the receipts and payments over budget report to the end of the second quarter. b) To receive and note the council's bank reconciliation to 30 September 2025. The council noted the council's bank reconciliation to 30 September 2025. c) To note the transfer of £10,000 from the Melton Building Society to the council's NatWest Account. The Council noted the transfer of £10,000 from the Melton Building Society to the council's NatWest Account. d) To authorise the following known upcoming payments:									
<table><tr><td>Payee Name</td><td>Referen ce</td><td>Transaction Detail</td><td>Budget Code</td><td>£ Total</td></tr></table>						Payee Name	Referen ce	Transaction Detail	Budget Code	£ Total
Payee Name	Referen ce	Transaction Detail	Budget Code	£ Total						

Agenda no	Agenda item title				
	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>
	Pluss, any expenditure approved at this meeting and yet unknown amounts for out-of-pocket expenses, grass cutting etc. to be presented on the day.				
	AC Garden Service	P024	Ground Works Long Lane	Volunteer Mowing, Comm cleaner projects	130.00
	Coleen Dell	P025	Mowing Dry Doddington	Volunteer Mowing, Comm cleaner projects	101.65
	The council resolved to approve the payments as listed above. The council noted that a receipt had been lost.				
25-94	BANKING a) To consider closing the Melton Building Society account and transferring the money to the council's NatWest Reserve account. The Council resolved to close the Melton Building Society account and transferring the money to the council's NatWest Reserve account.				
	To receive and note a verbal update on the flood shed. There was no update but it was noted that the shed would need moving in the near future.				
25-95	To consider planning applications for comment . There are no current applications to be considered. There were none.				
25-96	To note the Planning Application Appeal Notification S24/1476 previously circulated. The council noted the above Planning Application Appeal Notification.				
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				

Agenda no	Agenda item title
	<p>S25/1207 Section 211 Notice for the felling and removal of Yew tree. The Cottage Long Lane Westborough Lincolnshire NG23 5HH – no objection</p> <p>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</p> <p>The council noted the above planning decisions.</p>
25-98	<p>To receive and note reports from members including Highways updates. (for information only).</p> <p>Cllr Forman reported that highways issues reported earlier in the year had now been resolved.</p>
25-99	<p>To receive the County and District Councillor's reports (for information only).</p> <p>Cllr Bamford stressed the importance of members of the public to report traffic issues themselves using the FixMyStreet website or app. He offered assistance from his divisional fund for war memorial repairs. He reported that 30m/hr speed limit was awaiting assessments</p> <p>Cllr Wood reported that the bin collection days had changed and the changeover had gone smoothly on the whole. He informed the council that there would be food waste collections from April 2026.</p> <p>An update on Local Government Reorganisation was expected for early 2026 with elections to the newly formed authorities planned for May 2027.</p>
25-100	<p>To note correspondence previously circulated by email.</p> <p>The Council noted correspondence previously circulated by email.</p>
25-101	<p>Items for notification to be included in a future agenda. For information only.</p> <ul style="list-style-type: none"> • Flood store re-location • Quotation for cross repair • Play area public meeting update • Appoint Internal Auditor • Agree meeting dates for the next municipal year.
25-102	<p>To note the date and time of the next Full Council meeting as 08 January 2026 at 19.30 at Westborough Village Hall.</p> <p>The Council noted the date and time of the next Full Council meeting as 08 January 2026 at 19.30 at Westborough Village Hall.</p>

_____ Date_____

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

CBF for 15 years from Nov 2015 to Nov 2030, £13,378.56 pa

Total expected funding from copley solar	£200,678.40
Potential funding from Bypass solar	£32,804.00

Position as of 31/03/2025

amount received	£133,786
Interest received	£1,436
Total receipts	£135,221
Total spending	-£ 99,770.31

Total Remaining **35,451**

Balance in MBS Account 31 March 2025	£27,428.98
Balance in Nat West Account 31 March 2025	£8,022.07
Total	£35,451.05

CBF Earmarked **DD church floor (earmarked)** **£12,000.00**

Community Benefit Project spending

Date	Paid (net of VAT) to 31/03/25	£99,770.31
ESTIMATE	Paid (net of VAT) in 2025/26	£17,683.16
ESTIMATE	Paid (net of VAT) to 31/03/26	£117,453.47
ESTIMATE	Estimated funds remaining	£17,767.89
ESTIMATE	2026 contribution due	£13,378.56
ESTIMATE	Available to spend 2026-27	£31,146.45

Village Sign for Dry Doddington

- a village sign in Dry Doddington, similar to the attached, as we don't have anything at all for the village.



- to commemorate it to John Pygott who unfortunately, and tragically, died whilst hiking. He did a lot for the village eg he built the bus shelter, planted trees, built the beacon that we currently use etc. He was very pro village life and I don't know why we didn't commemorate him at the time he died (April 2023).

Awaiting estimates from suitable suppliers. Current estimate based on previous experience : £6500

Westborough and Dry Doddington Parish Council

	25-26	25-26	26-27	26-27		
Payments	Agreed Budget	Estimated Outturn	Proposed Budget	From Reserves	Precept Requirement	Comments
Audit costs	240	0	200	0	200	May not be free
Community Grants	0	50	0	0	0	see below
Defibrillator maintenance	60	0	200	0	200	build up EMR for post solar
Election costs	0	0	100	0	100	Build up EMR, ther may be costs in 2027
Events (VE80, Christmas)	474	0	200	0	200	In case you want to run any
Insurance	180	161	236	0	236	Been advised of £70 increase + inflation
Mowing	450	0	450	0	450	Emergency mowing
Office expenses incl. WFHA and mileage	397	312	397	0	397	
Other Projects - Copley Fund Reserve	0	2283	500	500	0	From EMR - Create EMR
Project - Churchyard water	5000	0	5000	5000	0	From EMR - Create EMR
Project - -Westborough village hall roof	10000	15450	0	0	0	Project completed
Hall Hire	160	0	150	0	150	Contingency
Section 137 allowance - LIVES	0	0	0	0	0	Delete
Staff Costs	2031.6	2032	2200	0	2200	National Pay award from April etc.
Subs LALC	163	163	170	0	170	
Training and Development	350	60	150	0	150	
Volunteer Mowing, Comm cleaner projects	1100	1661	1828	0	1828	Projected +10%
Community Grants - not Solar	0	0	200	0	200	New Code
Project - Dry Doddington Church Floor	0	0	12000	12000	0	
Project - Village Sign	0	0	6500	6500	0	
Any Other Projects?						
TOTAL PAYMENTS	20,606	22,172	30,480	24,000	6,480	Budget overspent by estimated 1570

RECEIPTS		Estimated Outturn	Proposed Budget	To Reserves	Precept Requirement	
Bank interest		809	600	0	600	Reduction of Capital and lower interest rates
Community cleaner grant - from SKDC		927	927	0	927	
Grant - NTS clerk training bursary		-	-	0	-	
LCC mowing income for 3 cuts		1,482	1,482	0	1,482	
Precept		2,700	-	0	-	See calculation below
VAT reclaimed		205	440	0	440	
Copley Solar Fund		13,379	13,379	13,379	-	
TOTAL RECEIPTS		19,501	16,828	13,379	3,449	

Precept requirement

Budgeted expenditure	30,480
minus taken from reserves	24,000
minus other income	3,449
Equal Precept	3031

Precept Scenarios

Scenario 1 - no change											
26/27 Precept Request (£)	£ 2,700.00		Band	A	B	C	D	E	F	G	H
26/27 Taxbase	145.0		Ratio	6/9ths	7/9ths	8/9ths	9/9ths	11/9ths	13/9ths	15/9ths	18/9ths
26/27 Band D charge	£ 18.62		Annual Charge (£)	12.41	14.48	16.55	18.62	22.76	26.90	31.03	37.24
25/26 Band D charge	£ 18.74		Change from 2024/25 (£)	-0.08	-0.10	-0.11	-0.12	-0.14	-0.17	-0.20	-0.24
% change in charge	-0.6%										
Weekly charge	£ 0.36										

Scenario 2 - Inflation 3.2% increase											
26/27 Precept Request (£)	£ 2,805		Band	A	B	C	D	E	F	G	H
26/27 Taxbase	145.0		Ratio	6/9ths	7/9ths	8/9ths	9/9ths	11/9ths	13/9ths	15/9ths	18/9ths
26/27 Band D charge	£ 19.34		Annual Charge (£)	12.89	15.04	17.19	19.34	23.64	27.94	32.23	38.68
25/26 Band D charge	£ 18.74		Change from 2025/6 (£)	0.40	0.46	0.53	0.60	0.74	0.87	1.00	1.20
% change in charge	3.2%										
Weekly charge	£ 0.37										

Scenario 3 - Realistic budget											
26/27 Precept Request (£)	£ 3,034		Band	A	B	C	D	E	F	G	H
26/27 Taxbase	145.0		Ratio	6/9ths	7/9ths	8/9ths	9/9ths	11/9ths	13/9ths	15/9ths	18/9ths
26/27 Band D charge	£ 20.92		Annual Charge (£)	13.95	16.27	18.60	20.92	25.57	30.22	34.87	41.84
25/26 Band D charge	£ 18.74		Change from 2025/6 (£)	1.46	1.69	1.94	2.18	2.67	3.15	3.64	4.36
% change in charge	11.6%										
Weekly charge	£ 0.40										

Scenario 4 - Play											
26/27 Precept Request (£)	£ -		Band	A	B	C	D	E	F	G	H
26/27 Taxbase	145.0		Ratio	6/9ths	7/9ths	8/9ths	9/9ths	11/9ths	13/9ths	15/9ths	18/9ths
26/27 Band D charge	£ -		Annual Charge (£)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
25/26 Band D charge	£ 18.74		Change from 2025/6 (£)	-12.49	-14.58	-16.66	-18.74	-22.90	-27.07	-31.23	-37.48
% change in charge	-100.0%										
Weekly charge	£ -										

Transactions in

October/November/December

2025Receipts

	Total	2,303.37
LCC Mowing	LCC mowing income for 3 cuts	1,482.38
Community Cleaner Grant	Community cleaner grant - from SKDC	463.32
NatWest Interest 35 Day	Bank interest	36.88
NatWest Interest Reserve	Bank interest	0.44
Closing interest	Bank interest	286.63
NatWest Interest 35 Day	Bank interest	31.38
NatWest Interest Reserve	Bank interest	2.34
NatWest Interest 35 Day	Bank interest	37.04
NatWest Interest Reserve	Bank interest	9.20

Payments

	Total	16,378.59
Grass cutting Westborough	Volunteer Mowing, Comm cleaner projects	90.00
Grass cutting Westborough	Volunteer Mowing, Comm cleaner projects	65.00
Westborough VH Refurb Grant	Project - Westborough village hall roof	15,450.00
Ground Works Long Lane	Volunteer Mowing, Comm cleaner projects	130.00
Mowing Dry Doddington	Volunteer Mowing, Comm cleaner projects	101.65 Delegated
Battery (Mark Steet Docherty order)	Other Projects - Copley Fund Reserve	318.00 Delegated
Adult pads (Stuart Surr order)	Other Projects - Copley Fund Reserve	95.94 Delegated
Grant Support	Community Grant	50.00 Delegated
WFHA October	Office expenses incl. WFHA and mileage	26.00 Regular
WFHA November	Office expenses incl. WFHA and mileage	26.00 Regular
WFHA December	Office expenses incl. WFHA and mileage	26.00 Regular
Staffing		603.50 Regular

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

Expenditure Detail

	Actual Year to date	Budget as Approved 30/01/2025	Virement s	Current annual Budget	Budget Variance	Committed Expenditure /Income	To/From Earmarked (or other) Reserves	Funds Available	% of Budget spent	
									8%	
Audit costs	-	240	- 50.00	190	190			190	0%	The IA did not charge. No EA costs
Community Grant	50.00	0	50.00	50	-			-		NEW CODE
Defibrillator maintenance	-	60		60	60			60	0%	
Election costs	-	0		0	-			-	No Budget	
Events (VE80, Christmas)	-	474		474	474			474	0%	
Insurance	160.64	180		180	19			19	89%	
Mowing	-	450		450	450			450	0%	
Office expenses incl. WFHA and mileage	234.00	397		397	163			163	59%	
Other Projects - Copley Fund Reserve	2,133.16	0		0	- 2,133			- 2,133		Defibrillators and Flood Shed
Project - Churchyard water	-	5000		5000	5,000			5,000	0%	
Project - -Westborough village hall roof	15,450.00	10000		10000	- 5,450			- 5,450	155%	
Room Hire Charges	-	160		160	160			160	0%	
Staff Costs (Salary, NI, PAYE, Pension)	1,517.90	2032		2032	514			514	75%	
Subs LALC	-	163		163	163			163	0%	Normally paid March
Training and Development	45.00	350		350	305			305	13%	
Volunteer Mowing, Comm cleaner projects	1,246.12	1100		1100	- 146			- 146	113%	End of season.
Total Payments	21,278	20,606			- 231	-		- 231		

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

Actual Year to date	Budget as Approved 30/01/2025	Virement s	Current annual Budget	Budget Variance	Committed Expenditure /Income	To/From Earmarked (or other) Reserves	Funds Available	% of Budget spent
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Actual Year to date	Budget as Approved 30/01/2025	Virement s	Current annual Budget					% of Budget Received
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INCOME

Bank interest	606.64	520		520	- 87				117%
Community cleaner grant - from SKDC	926.64	926		926	- 1				100%
Grant - NTS clerk training bursary	-	0		-	-				No Budget
LCC mowing income for 3 cuts	1,482.38	1460		1,460	- 22				102%
Precept	2,700.00	2700		2,700	-				100%
VAT reclaimed	204.51	0		-	- 205				No Budget
*Transfer from reserves	13,378.56	15,000		15,000	1,621				89%
TOTAL Income	-	20,606	-	20,606	20,606	-	-		0%

Total Income	19,299	20,606	-	20,606		-		1,482
Total Expenditure	21,278	20,606	-	-	-	-	- 231	
Balance	- 1,979	0	-	20,606	-	-		

NatWest Bank Balances 01/01/2026

		Balance information 
	<div><div>WESTBOROUGH CS</div><div>Business Reserve Account</div><div><div></div> 54-10-23</div></div>	<div><div>£16,360.55</div><div>Available: £16,360.55</div></div>
<div><div>+ Your interest rate</div></div>		
<div><div></div><div>View transactions</div></div>		<div><div></div><div>View account details</div></div>
	<div><div>WESTBOROUGH & D CS</div><div>Business Current</div><div><div></div> 54-10-23</div><div>Account balance: £2,973.53</div></div>	<div><div> £2,973.53</div></div>
<div><div></div><div>Make a payment</div></div>	<div><div></div><div>View transactions</div></div>	<div><div></div><div>View account details</div></div>
	<div><div>WESTBOROUGH & DRY D</div><div>Liquidity Manager 35 Day</div><div><div></div> 54-10-23</div></div>	<div><div>£20,220.04</div><div>Available: £20,220.04</div></div>
<div><div></div><div>View transactions</div></div>	<div><div></div><div>View account details</div></div>	<div><div></div><div>Withdraw funds</div></div>

Bank Reconciliation

Westborough and Dry Doddington Parish Council

Financial Year ending: 31 March 2026

Prepared by: B Boyer. Date: 01/01/2026

Transactions for month up to 31/12/2025

Reconciliation date:	31/12/2025		
STATEMENT BALANCES		LEDGERS	
NatWest Current Account	2,973.53	All	
Nat West Reserve Account	16,360.55	Opening Balance	54,911.48
Nat West 35 Day Notice	20,220.04	Receipts to date	5,920.17
Melton Building Society	-	Payments to date	21,277.53
	39,554.12	Running balance	39,554.12
		Sub-total	-
		Un-banked Receipts	
Sub-total	-		
Un-presented payments:			

NET BALANCE	39,554.12	Cashbook balance	39,554.12
Statement Balance	39,554.12	<u>Difference</u>	<u>-</u>

Approved by: Date:

Key Investor Information

This document provides you with key investor information about this fund. It is not marketing material. The information is required by law to help you understand the nature and the risks of investing in this fund. You are advised to read it so you can make an informed decision about whether to invest.

The Public Sector Deposit Fund

A sub-fund of CCLA Public Sector Investment Fund. SC 5 - Public Sector (ISIN: GB00B63CRP89)
This fund is managed by CCLA Investment Management Limited (the ACD).

Objectives and Investment Policy

The fund aims to maximise current income consistent with the preservation of principal and liquidity by investing in a diversified portfolio of high-quality sterling denominated deposits and instruments. The primary objective is to maintain the net asset value (NAV) per share of the fund at par (net of earnings).

The fund only invests in sterling denominated investments and deposits. The principal investments comprise certificates of deposit, call accounts and term deposits with banks and building societies. The fund may also invest in other securities such as commercial paper, floating rate notes and bonds which may be issued or guaranteed as to principal or interest by sovereign governments and their agencies, supranational entities, corporations and financial institutions. All investments at the time of purchase will be considered by the ACD to be of high quality, meaning that the ACD has performed its own documented assessment of the credit quality of money market instruments taking into account ratings awarded by a credit rating agency registered and supervised by the Financial Conduct Authority (FCA) or European Securities and Markets Authority.

The fund is a low volatility net asset value short-term money market fund under the UK Money Market Funds Regulation (UK MMFR). The weighted average maturity of the fund's investments will not exceed 60 days and the initial or remaining maturity of each investment will not exceed 397 days at the time of purchase. The weighted average life of the fund's investments will not exceed 120 days.

The fund is actively managed which means the ACD, as investment manager, uses their discretion to pick investments seeking to achieve the fund's investment objective.

This product does not have a UK sustainable investment label. Sustainable investment labels help investors find products that have a specific sustainability goal. The fund does not use a sustainable investment label because it does not have a sustainability goal. However, the fund is managed in line with CCLA's sustainability approach for cash funds available on our website, www.ccla.co.uk/about-us/policies-and-reports/policies/our-sustainability-approach-cash-funds.

You can buy or sell shares daily (on each business day of the fund).

Income shares are available for investment. Income shares distribute available income monthly.

Risk and Reward Profile



The risk and reward rating is based on historical data and may not be a reliable indicator of future risks or rewards. The risk category shown is not guaranteed and may shift over time. The lowest category does not mean 'risk free'.

A low-risk fund is not a risk-free investment. The fund targets investments with low volatility and aims to maintain a constant net asset value. This means the risk of losing your money is small, but the chance of making gains is also limited.

Shareholders and potential shareholders should note that, in certain circumstances, the fund will not accept redemptions or subscriptions at a constant NAV per share.

The ACD applies a liquidity management process for ensuring compliance with weekly liquidity thresholds applicable to the fund under the UK MMFR. Measures and various tools are at the ACD's disposal for maintaining compliance with the prescribed limits and include the imposition of liquidity fees on redemptions, redemption gates and temporary suspension of redemptions.

The value of the fund's shares is not guaranteed and buying shares is not the same as making a deposit with a bank or other deposit taking body. Please see the additional information section below.

The risk and reward rating does not cover the following additional risks:

- Investment is at your own risk. The fund has no capital guarantees and the value of your investment may go up or down. Any loss of principal is to be borne by the investor.
- The fund aims to maintain a stable NAV per share, however there is no guarantee that a stable NAV per share will be maintained.
- The fund does not rely on external support for guaranteeing the liquidity of the fund or stabilising the NAV per share.
- The value of the fund may be affected by movements in interest rates (which may include interest rates turning negative) and the creditworthiness of the issuers of the debt instruments the fund invests in.
- **Credit risk** – The fund is exposed to the issuers of the securities it invests in. If these financial institutions experience financial difficulty, they may be unable to pay back some or all of the interest, original investment or other payments that they owe. If this happens, the value of the fund may fall.
- **Counterparty risk** – The fund could lose money if an entity with which it does business becomes unwilling or is unable to meet its obligations to the fund.
- **Operational risk** – Operational processes, including those related to the safekeeping of assets, may fail. Risks arising from errors in processing transactions, preparing valuations, accounting and financial reporting, among other things, may also affect the value of your investments.

Please refer to the prospectus for full details about the risks associated with this fund.

Charges for this Fund

The charges you pay are used to pay the costs of running the fund, including the costs of marketing and distributing it. These charges reduce the potential growth of your investment.

The **ongoing charges** figure shown here is an estimate of the charges. An estimate is being used because this share class was launched 14 October 2025. The fund's annual report and accounts for each financial year will include detail on the exact charges made. This figure may vary from year to year. It excludes portfolio transaction costs.

Although unlikely (reflecting the liquid nature of qualifying investments to be held), a dilution levy, which will change the prices for buying or selling shares in the fund with the aim of mitigating the effects of dealing and other charges the fund incurs, may be made on a purchase or sale of shares in the fund.

For more information about charges, please see the section titled "Charges and Expenses" of the fund's prospectus.

One-off charges taken before or after you invest	
Entry charge	0.00%
Exit charge	0.00%
The one-off charges are indicative charges that might be taken out of your money before it is invested and before the proceeds of your investment are paid out.	
Charges taken from the fund over a year	
Ongoing charges	0.21%
Charges taken from the fund under specific conditions	
Performance fee	None

Past Performance

The fund launched on 25 May 2011. This share class started to issue shares on 14 October 2025. For the purposes of the specific rules governing this document, the ACD must have data for at least one complete calendar year in order to provide a past performance chart.

Practical Information

Depository

HSBC Bank plc, 8 Canada Square, London E14 5HQ.

Documents and share prices

Copies of the prospectus and the latest annual/half yearly report and accounts (which are available in English only), along with the latest published share prices can be obtained free of charge at www.ccla.co.uk or alternatively call our client services team on **0800 022 3505**. The shares are not listed on any stock exchange.

Share classes

More share classes are available for the fund. For further details refer to the fund's prospectus.

This document is prepared for SC 5 – Public Sector. SC 5 – Public Sector is also representative of SC 2 – Non-Public Sector, therefore a separate key investor information has not been prepared for SC 2 – Non-Public Sector. SC 2 – Non-Public Sector is available for investment.

Segregated liability

CCLA Public Sector Investment Fund is an umbrella fund with segregated liability between sub-funds. It does not currently offer any other sub-funds in addition to the fund.

Switching

Shares in one sub-fund or share class may be exchanged for shares in another sub-fund or share class subject to meeting conditions set out in the prospectus (currently, however, as the fund is the only sub-fund available for investment there is no facility to switch between sub-funds).

Tax

UK tax legislation may have an impact on your tax position. For further details you should consult your professional tax adviser.

Remuneration

The up-to-date remuneration policy including a description of how remuneration and benefits are calculated, the identity of persons responsible for awarding the remuneration and benefits and the composition of CCLA's remuneration committee, may be obtained free of charge by contacting the client services team or visiting www.ccla.co.uk.

Additional information

The fund is not a bank account and is not covered by the Financial Services Compensation Scheme's (FSCS) deposit protection. The fund is recognised as a money-market fund under the UK MMFR. Therefore, under the rules of the FSCS it is an investment and is covered under the 'Investments' section of the FSCS. The maximum amount that can be claimed under the FSCS is £85,000. For further information about the FSCS please refer to www.fscs.org.uk or phone 0800 678 1100.

The fund is a sub-fund of CCLA Public Sector Investment Fund, an umbrella open-ended investment company. The prospectus and annual/half yearly report and accounts contain information about the sub-fund in CCLA Public Sector Investment Fund.

CCLA Investment Management Limited may be held liable solely on the basis of any statement contained in this document that is misleading, inaccurate or inconsistent with the relevant parts of the prospectus.

Please refer to the [glossary](#) on our website for explanations of terms used in this communication. If you would like the information in an alternative format or have any queries, please call us on 0800 022 3505 or email us at clientservices@ccla.co.uk.

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This fund is authorised in the UK and regulated by the Financial Conduct Authority.

CCLA Investment Management Limited is authorised in the UK and regulated by the Financial Conduct Authority.

This key investor information is accurate as at 17 October 2025.

Public Sector Deposit Fund

Investment objective

The fund aims to maximise current income consistent with the preservation of principal and liquidity.

The fund is a diversified portfolio of high-quality, sterling-denominated money market deposits and other instruments. All investments at the time of purchase will have the highest short-term credit rating or an equivalent, strong long-term rating. The fund is actively managed, which means the authorised corporate director, as investment manager, uses their discretion to pick investments, in pursuit of the investment objective.

The weighted average maturity of the investments will not exceed 60 days. The fund will not invest in derivatives or other collective investment schemes.

Sustainability approach

We believe that the primary role of sustainable investment is to drive positive change and this is best achieved by pushing companies to do more to address the major challenges facing us today. The fund is managed in line with our [sustainability approach](#) for cash funds.

The FCA has introduced sustainable investment labels to help investors find products that have a specific sustainability goal. This product does not have a UK sustainable investment label because it does not have a sustainability goal.

Read our summary of [SDR](#), the investment labels and our overall [approach](#). Fund-level information can be found [here](#).

AEY¹ as at 30 November 2025:

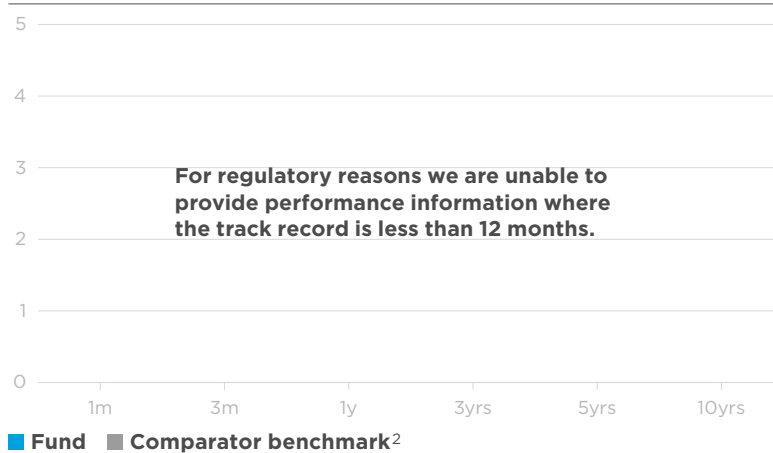
3.94%

Average yield over the month:
3.88% (3.95% AEY)

Yield at the month end shown:
3.87% (3.94% AEY)

Performance

Cumulative performance (%)



Cumulative performance (%)

	1m	3m	1yr	3yrs	5yrs	10yrs
Fund	-	-	-	-	-	-
Comparator benchmark	-	-	-	-	-	-

12 month performance to 30 November (%)

	2019	2020	2021	2022	2023
Fund	-	-	-	-	-
Comparator benchmark	-	-	-	-	-

Performance shown after management fees and other expenses with income reinvested. **Past performance is not a reliable indicator of future results.**

- 1 AEY is the annual equivalent yield and illustrates what the return would be if the income on a given date was paid and compounded on an annual basis. These are shown net of management fees.
- 2 From 1 January 2021, the comparator benchmark is Sterling Overnight Index Average. Before 1 January 2021, the comparator benchmark was the 7-Day Sterling London Interbank Bid Rate.

Please refer to www.ccla.co.uk/glossary for explanations of terms used in this communication. If you would like the information in an alternative format or have any queries, please call us on 0800 022 3505 or email us at clientservices@ccla.co.uk.

Your capital is at risk. The yield on the fund will fluctuate. The value of your investment and any income from it may go down as well as up and you may not get back the amount you invested.

Fund breakdown

Top 10 counterparty exposures (%)

Australia and New Zealand Banking Group Limited	9.9	
Landesbank Baden-Wuerttemberg	9.9	
National Bank of Canada	6.5	
Yorkshire Building Society	6.5	
HM Treasury	5.7	
BNP Paribas	4.7	
KBC Bank N.V.	4.6	
United Overseas Bank Limited	4.6	
Credit Agricole Corporate and Investment Bank	3.8	
Credit Industriel et Commercial	3.8	

Top 10 country exposures (%)

UK	20.2	
France	15.3	
Japan	14.4	
Germany	12.1	
Canada	11.0	
Australia	9.9	
Belgium	4.6	
Singapore	4.6	
United States	3.4	
Finland	1.9	

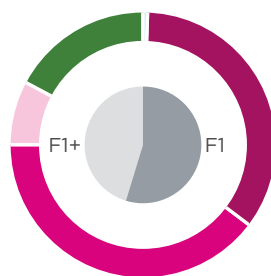
Maturity breakdown (%)³

Overnight	39.2	
2-7 days	3.0	
8-30 days	8.8	
31-90 days	29.2	
91-180 days	14.1	
>180 days	5.7	

Credit breakdown (%)³

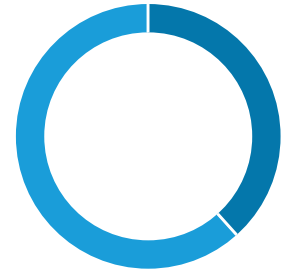
AAA	0.0	F1	54.8%
AA+	0.0	F1+	45.2%
AA	0.4		
AA-	35.0		
A+	39.6		
A	8.0		
A-	17.1		

The inner chart shows the split of the short-term credit quality of the fund's portfolio. The outer chart shows the long-term credit quality. Source: Fitch Ratings.



Instrument breakdown (%)³

Call account	0.0
Term deposit	38.4
Certificate of deposit	61.6



Fund information

Company	CCLA Public Sector Investment Fund
Authorised corporate director	CCLA Investment Management Limited
Domicile	UK
Legal structure	ICVC
Regulatory structure	UK UCITS
Fund launch date	May 2011
Share class launch date	14 October 2025
Fund size	£1,317 million
Fitch money market rating ⁴	AAAmmf
Comparator benchmark	Sterling Overnight Index Average (SONIA)
Minimum investment ⁵	£25,000
Ongoing charges figure ⁶	0.21%
Annual management charge ⁷	0.20%
ISIN	GB00B63CRP89
SEDOL	B63CRP8
Number of issuers	33
Weighted average maturity (max. 60 days) ⁸	50.74 days
Weighted average life (max. 120 days) ⁹	50.74 days
Income payment frequency	Monthly

Dealing information

Dealing frequency	Each business day
Dealing deadline	11:30am London time on the dealing day
Settlement	T+0

³ Totals may not sum due to rounding.

⁴ While the ACD seeks to maintain this rating, there can be no assurance that the rating will be maintained and is therefore subject to change.

⁵ The ACD may waive this minimum level at its discretion.

⁶ The estimated ongoing charges figure (OCF) includes the annual management charge (AMC) and other costs and expenses of operating and administering the fund such as depositary, custody, audit and regulatory fees. The OCF does not include portfolio transaction costs. Further information on costs and expenses is available on our website.

⁷ The AMC is deducted from income.

⁸ Weighted average maturity or 'WAM' means the average length of time to legal maturity or, if shorter, to the next interest rate reset to a money market rate, of all of the underlying assets in the fund reflecting the relative holdings in each asset.

⁹ Weighted average life or 'WAL' means the average length of time to legal maturity of all of the underlying assets in the fund reflecting the relative holdings in each asset.

Market update

November's meeting of the Monetary Policy Committee resulted in a dovish hold of the Official Bank Rate (OBR) at 4.00% after a 5-4 vote split with Governor Bailey explaining his decisive vote to hold as a need to see inflation persistence easing through further data.

The data releases from November support a cut in the final meeting of 2025 with CPI inflation falling to 3.6% and expected to fall further in the coming months. Services inflation, which has persistently been above target, also fell to 4.5% although this remains stubbornly high for the hawks on the committee. Wage inflation also continued to ease, falling to 3.8% having been 6% at the start of the year. In addition to the improving inflation outlook, GDP figures were weaker than expected which may contribute enough evidence for Governor Bailey to switch to a cut in December.

The Budget in late November was seen by many as the final piece of evidence required to switch the vote breakdown to a cut and was seen as a 'spend now and tax later' budget. Although this was generally regarded as slightly hawkish, most believe that it will impact the pace of cuts next year instead of at the December meeting leaving a cut on the table before potentially moving away from the quarterly cutting cycle seen across 2025 in the new year.

How do I assess the performance of the fund?

Investors can assess the fund's performance against the fund's comparator benchmark. This index has been selected as it is an appropriate measure of the returns available from cash and is widely used in the banking and investment industries and meets accepted international standards of best practice.

Important information

Source for data is CCLA unless otherwise stated.

This document is a financial promotion and is for information only. It does not provide financial, investment or other professional advice. To make sure you understand whether our product is suitable for you, please read the key investor information document and prospectus and consider the risk factors identified in those documents.

CCLA strongly recommend you get independent professional advice before investing. Under the UK money market funds regulation, the Public Sector Deposit Fund is a short-term low volatility net asset value money market fund. You should note that purchasing shares in the fund is not the same as making a deposit with a bank or other deposit taking body and is not a guaranteed investment.

Although it is intended to maintain a constant net asset value (where £1 invested in the fund remains equal to £1 in value in the fund), there can be no assurance that it will be maintained. The value of the fund may be affected by interest rate changes. The fund does not rely on external support for guaranteeing the liquidity of the fund or stabilising the net asset value per share. The risk of loss of principal is borne by the shareholder. Past performance is not a reliable indicator of future results. The value of investments and the income from them may fall as well as rise. You may not get back the amount you originally invested and may lose money.

Any forward-looking statements are based on our current opinions, expectations and projections. We may not update or amend these. Actual results could be significantly different than expected. The fund is authorised in the United Kingdom and regulated by the Financial Conduct Authority as a UK UCITS Scheme and is a Qualifying Money Market Fund.

Issued by CCLA Investment Management Limited (registered in England and Wales, number 2183088, at One Angel Lane, London EC4R 3AB) who is authorised and regulated by the Financial Conduct Authority.

For information about how we collect and use your personal information please see our privacy notice, which is available at www.ccla.co.uk/privacy-notice.

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BECAUSE GOOD IS BETTER

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Local Council Accounts

These competitive accounts have been tailor made to address the needs of local councils, providing a safe home for surplus funds and overcoming common pain points.

Local Council 90 Day Notice Deposit	Rate 2.90% Gross /AER				Learn more
	Minimum Investment £1,000	Withdrawals subject to 90 days' notice	Interest Paid Annually	Postcode Restricted No	
Local Council 45 Day Notice Deposit	Rate 2.20% Gross /AER				Learn more
	Minimum Investment £1,000	Withdrawals subject to 45 days' notice	Interest Paid Annually	Postcode Restricted No	
Local Council Easy Access Deposit	Rate 1.75% Gross /AER				Learn more

Local Council Accounts

These competitive accounts have been tailor made to add

Local Council 90 Day Notice Deposit	Rate 2.90% Gross /AER		
	Minimum Investment £1,000	Withdrawals subject to 90 days' notice	Interest Paid Annually
Local Council 45 Day Notice Deposit	Rate 2.20% Gross /AER		
	Minimum Investment £1,000	Withdrawals subject to 45 days' notice	Interest Paid Annually
Local Council Easy Access Deposit	Rate 1.75% Gross /AER		
	Minimum Investment £500	Withdrawals Any time	Interest Paid Annually

Correspondence to January 2026 Meeting

- LALC - E-news and training bulletins - various editions
- SKDC - Copy of decision notice S24/1504
- SKDC - Parish Precepts 2026/27 - DUE 16 JANUARY 2026
- SKDC - Idox EDRMS: Document 2343554