

WESTBOROUGH & DRY DODDINGTON PARISH COUNCIL

Telephone: 07356 031636

Email: clerk@westborough-dry-doddington-pc.gov.uk

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

07/03/2026

Dear Councillor,

You are hereby summoned to attend a meeting of the **Full Council** which will be held on **Thursday, 12 March** 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	Power/ Regulation
	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.	
26-25	To receive and note apologies for absence and resolve to approve such absence where applicable..	<i>Local Government Act 1972, s85 (1) & Sch 12, p40.</i>
26-26	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>Localism Act 2011, s31, s33</i>
26-27	To receive and note the clerk's report.	
26-28	To receive the minutes of the previous Full Council Meeting and resolve to sign these as a true record of the meeting(s). a) Minutes of Parish Council Meeting on 14 January 2026	<i>Local Government Act 1972, Sch 12, p41 (1).</i>
26-29	To consider joining the LALC Annual Training Scheme for a further year Council with up to 500 electorate 130.00 + £26 VAT.	
26-30	Financial Matters: a) To receive and note the council's receipts and payments over budget report to 28 February 2026 b) To receive and note the council's receipts and payments For January and February 2026 and approve payments made under delegated powers. c) To receive and note the council's bank reconciliation to 28 February 2025.	<i>Joint Panel on Accountability and Governance Practitioners Guide 2024.</i> <i>The Local Audit and Accountability Act 2014</i>

Agenda no	Agenda item title	Power/ Regulation												
	<p>d) To authorise the following known upcoming payments:</p> <table border="1" data-bbox="280 365 1235 584"> <thead> <tr> <th data-bbox="280 365 836 405">Details</th> <th data-bbox="836 365 951 405"></th> <th data-bbox="951 365 1235 405">Payment</th> </tr> </thead> <tbody> <tr> <td data-bbox="280 405 836 448">LALC Membership 2025-26</td> <td data-bbox="836 405 951 448"></td> <td data-bbox="951 405 1235 448">169.36</td> </tr> <tr> <td data-bbox="280 448 836 526">LALC Annual Training Scheme if joining</td> <td data-bbox="836 448 951 526"></td> <td data-bbox="951 448 1235 526">156.00</td> </tr> <tr> <td data-bbox="280 526 836 584">Total</td> <td data-bbox="836 526 951 584"></td> <td data-bbox="951 526 1235 584">325.36</td> </tr> </tbody> </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>	Details		Payment	LALC Membership 2025-26		169.36	LALC Annual Training Scheme if joining		156.00	Total		325.36	
Details		Payment												
LALC Membership 2025-26		169.36												
LALC Annual Training Scheme if joining		156.00												
Total		325.36												
26-31	To consider commissioning a village sign for Dry Doddington (Cllr Birnage) – deferred from previous meeting.													
26-32	<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. To consider what to do with a council owned strimmer currently located at a member of the public’s personal address.</p> <p>Deferred from previous meeting.</p>													
26-33	<p>To receive an update on play area consultation.. (Cllr Birnage)</p> <p>Deferred from previous meeting.</p>													
26-34	<p>To consider changing the meeting day from the second to the third Thursday of a meeting month.</p> <p>To consider meeting dates for the 2026/27 municipal year and set dates for the Annual Parish Meetings.</p> <p>Deferred from previous meeting.</p>													
26-35	To receive feedback from the recent litter picks.													
26-36	To consider authorising the expenditure for a suitable strimmer to be used for the maintenance of grass verges in the parish.													
26-37	To adopt an IT policy based on a LALC template and tailored to the council – a requirement for Assertion 10													

Agenda no	Agenda item title	Power/ Regulation
26-38	To review the effectiveness of the council's internal controls.	
26-39	To review the council's Asset Register	
26-40	<p>To consider planning applications for comment.</p> <p>a) S25/2294 Change of use of agricultural building to new dwelling. Replacement roof and new porch canopy. Westfield Farm Town Street Westborough Lincolnshire NG23 5HJ</p> <p>b) S25/2293 Change of use of agricultural building to new dwelling. Replacement roof and new porch canopy. Westfield Farm Town Street Westborough Lincolnshire NG23 5HJ</p> <p>c) S25/2387 Change of use of farm yard including demolition of modern farm buildings, conversion of traditional barn to form 1no.dwelling and erection of 4no. residential dwellings with associated infrastructure, erection of detached garages and improvements to existing driveway. Manor Farm Town Street Westborough Lincolnshire NG23 5HQ</p> <p>d) S25/2415 Erection of stable block in rear garden The Elms Town Street Westborough Lincolnshire NG23 5HQ</p>	Town and Country Planning Act 1990, Sched.1, para.8
26-41	<p>To note planning decisions made since the last meeting.</p> <p>S26/0341 Regulation 5 notice of intention to install fixed line broadband apparatus. The Paddock Claypole Lane Dry Doddington Lincolnshire NG23 5HZNo Objections Made</p> <p>S25/2414 Erection of stable block in rear garden The Elms Town Street Westborough Lincolnshire NG23 5HQApproved conditionally</p>	
26-42	Items for notification to be included in a future agenda. For information only.	
26-43	To note the date and time of the next Full Council meeting.	Local Government Act 1972, Sch 12, p10 (2)(a)

Minutes

Of the meeting 14 January 2026 at Westborough Village Hall

Members Present:

Arnold (Chair)	Broomham	Ford	Forman		
-------------------	----------	------	--------	--	--

Members Absent:

Birnage	Lett				
---------	------	--	--	--	--

In attendance: The Parish Clerk

Also Present: County Cllr Bamford, The Environment Agency's Witham Partnerships and Strategic Overview Team Leader, one member of the public

Agenda no	Agenda item title
	In the absence of both the chair and vice-chair of the council, it appointed Cllr Arnold to chair this meeting.
	<p>Public Forum: to receive questions and comments from residents of the village on any matter relating to items on this agenda. (15 minutes maximum)</p> <p>A member of the public informed the council that the Dry Doddington church floor bid had been submitted and they were hoping to receive the outcome by the end of the month.</p> <p>A member of the public raised the issue of car parking outside the Westborough Village Hall after an incident at the Art Group meeting earlier in the month. The Hall has no car park and visitors frequently park halfway on the pavement in an effort to leave sufficient space on the highway for larger vehicles such as tractors and emergency vehicles.</p> <p>The clerk explained that the verges near the Village Hall were being maintained by the Parish Council on behalf of the Lincolnshire County Council. The Parish Council did not own any land nearby. It was recommended that the Village Hall Committee consider suitable solutions and approach the Highways authority about the issue.</p>
	To receive and note verbal reports from the district and county councillors. Cllr Bamford offered to help finding a solution for the village hall parking problem. He promised to look into the progress of a 30m/h speed limit outside Dry Doddington Village Hall.
26-01	<p>To note apologies for absence.</p> <p>The council noted and approved apologies for absence given by Cllrs Birnage and Bett.</p>

Agenda no	Agenda item title
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. There were none.
26-03	To welcome representatives of the Environment Agency to answer questions on flooding in the parish. The Environment Agency's Witham Partnerships and Strategic Overview Team Leader gave a brief update on developments since his last visit. He informed the council that a tree that had fallen across the river had been assessed and was not considered a priority and would not be removed. He stated that the Agency did not yet have an idea what the budget for the coming financial year would look like. It was anticipated that emphasis would be on property level protection and Flood Resilience.
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 Parish Council Meeting on 09 October 2025 The Council resolved to sign the Minutes of Parish Council Meeting on 09 October 2025 as a true record of the meeting.
26-05	To receive and note the Clerk's Report. (verbal report) The clerk reported that the Melton Mowbray Building Society Account had been closed and the moneys transferred to the council's NatWest Account. She reported that she had purchased and brought with her the litter picking hoops approved to purchase last year.
26-06	Employment Matters a) To note the clerk's additional permanent employment with another council The Council noted and approved the Clerk's additional full-time employment with another council. b) To consider formally confirming the clerk's permanent position. The Council formally confirmed 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. The council resolved to hold the next litter pick on 01 March with a "bad weather" reserve date of 08 March. Doddington Village Hall would be open for refreshments. As in previous years volunteer litter pickers would meet at 10.00 at the village hall and the bus stop respectively.
26-08	To consider meeting dates for the 2026/27 municipal year and set dates for the Annual Parish Meetings. The Council resolved that there should be six meetings. The Clerk would present a meeting schedule for approval to the March meeting.

Agenda no	Agenda item title
26-09	<p>To consider for the appropriate work to be conducted on the grade II listed Village Cross in Westborough. (Cllr Forman)</p> <p>If approved, to authorise the Clerk to seek listed Building consent for the work to be carried out.</p> <p>The Council learnt that the cost for re-pointing would be approximately £1000. The Clerk would seek listed building consent.</p>
26-10	<p>To consider commissioning a village sign for Dry Doddington (Cllr Birnage)</p> <p>In the absence of councillor Birnage this item was deferred.</p>
26-11	<p>To consider the budget proposal for the 2026-27 Financial Year.</p> <p>Following a detailed discussion of the proposed budget and some minor changes the Council approved a budget.</p> <p>The council resolved to set a budget of £30,300 for 2026-27 which included estimated income from other sources of £3,450 and expenditure to be financed from reserves (CBF) of £24,000.</p>
26-12	<p>To decide the precept demand for the 2026-7 Financial Year and sign the relevant paperwork.</p> <p>The Council resolved to send a precept request to South Kesteven District Council for the sum of £2,850. This equates to £19.66 per year for each Band D dwelling, an increase of £0.92 per year or 4.91%.</p>
26-13	<p>Financial Matters:</p> <ul style="list-style-type: none"> a) To receive and note the receipts and payments since the previous meeting and approve any payments made by the clerk under delegated power. The Council received and noted the receipts and payments since the previous meeting and approved all payments made by the clerk under delegated power. 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. The Council received and noted the council's receipts and payments over budget report to 31 December 2025 c) To receive and note the council's bank reconciliation to 31 December 2025 The Council received and noted the council's bank reconciliation to 31 December 2025. d) To note closure of the Melton Building Society account and transfer of funds to the council's NatWest Account. The Council noted the closure of the Melton Building Society account and transfer of funds to the council's NatWest Account. e) To authorise the following known upcoming payments: The Council approved the payments listed below and the clerk's salary payments.

Agenda no	Agenda item title				
	Payee Name	Reference	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
	B Boyer	PO30	Litter Hoops	Other CBF	<u>100.00</u>
					<u>201.00</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 To consider signing rules etc for the new account.</p> <p>Deferred to March meeting.</p>				
26-15	<p>To receive and note a verbal update on the flood shed and consider options for a flood store relocation. (Cllr Forman)</p> <p>Deferred to March meeting.</p>				
26-16	<p>To receive an update on play area consultation. (Cllr Birnage)</p> <p>Deferred to March meeting.</p>				
26-17	<p>To consider appointing an internal auditor for the current financial year.</p> <p>The Council resolved to re-appoint Mr Poulson as its Internal Auditor.</p>				
26-18	<p>To consider planning applications for comment.</p> <p>There are no current applications to be considered.</p>				
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></p> <p><u>Show more description</u></p> <p>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</p> <p><u>Demolition of existing redundant agricultural barns and the erection of 5 new build dwellings and access road.</u></p> <p>Manor Farm Manor House Lane Dry Doddington Lincolnshire NG23 5JA</p>				

Agenda no	Agenda item title
	<p>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> <p>The council noted all of the above planning decisions.</p>
26-20	<p>To receive and note reports from members including Highways updates. (for information only). Deferred.</p>
26-21	<p>To receive the County and District Councillor's reports (for information only). See above under open session.</p>
26-22	<p>To note correspondence previously circulated by email. The council noted the correspondence received.</p>
26-23	<p>Items for notification to be included in a future agenda. For information only.</p> <ul style="list-style-type: none"> • Update on parking at Westborough Village Hall • Consider placing an advert in the village magazine to recruit to the vacancy. • Whereabouts of council strimmer after it had been borrowed by a resident. • Re-gravelling of hard standing.
26-24	<p>To note the date and time of the next Full Council meeting as Thursday 12 March 2026 - Dry Doddington Village Hall, 7.30pm. The Council noted note the date and time of the next Full Council meeting as Thursday 12 March 2026 - Dry Doddington Village Hall, 7.30pm.</p>

The meeting closed at 21.20

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

Annual Training Scheme Tariff (01.04.2026)

These charges are in addition to the yearly Annual Membership fees and do not form part of the LALC Subscription Charges.

ATS Members– councils that do subscribe to the Annual Training Scheme will be charged the following rates per training delegate:

CORE TRAINING: will be included in the ATS membership between 1st April 2026 – 31st March 2027.

Refreshments - light refreshments e.g. tea/coffee are provided, Member Councils will be invoiced £15.00 per delegate to cover lunch costs for full day events.

NON-CORE TRAINING: will be charged at £40 (+VAT) per delegate for any morning/afternoon/evening session (incl. refreshments), £85 (+VAT) per delegate for an all-day event (incl. lunch & refreshments) £70 if held remotely.

ATS Non-Members– councils that do not subscribe to the Annual Training Scheme will be charged the following rates per training delegate:

* £40 (+VAT) per delegate for any morning/afternoon/evening session (incl. refreshments)

* £85 (+VAT) per delegate for an all-day event (incl. lunch & refreshments) £70 if held remotely.

Please note that the Annual Training Scheme does not cover the training package for the Certificate in Local Council Administration (CiLCA). Interested candidates should contact the office for further details of CiLCA training and mentoring costs.

Bookings - should be made via the Clerk using the online booking form located on the LALC website Training Tab.

Those wishing to pay for their own training may do so by contacting the office to discuss further.

ATS SCHEDULE OF FEES

_____ Parish/Town Council wishes to subscribe to the
LALC Annual Training Scheme for April 2026/March 2027.

Payment in respect of this Council is enclosed*/will be forwarded in April 2026*
(*Delete as applicable)

..... (Signed) (Date)

Band		Amount (£)	Please tick
Council with up to 250 electorate	120.00 + £24 VAT	£144.00	
Council with up to 500 electorate	130.00 + £26 VAT	£156.00	
Council with up to 1000 electorate	145.00 + £29 VAT	£174.00	
Council with up to 2500 electorate	170.00 + £34 VAT	£204.00	
Council with up to 5000 electorate	185.00 + £37 VAT	£222.00	
Council with up to 7500 electorate	195.00 + £39 VAT	£234.00	
Council with up to 10,000 electorate	205.00 + £41 VAT	£246.00	
Council with above 10,000 electorate	215.00 + £43 VAT	£258.00	
Council with above 20,000 electorate	225.00 + £45 VAT	£270.00	

- Cheques should be made payable to LALC and sent to: Mrs L Westman, Finance/Admin Officer, LALC, Dunholme Old School, 8 Market Rasen Road, Dunholme, Lincoln LN2 3QR.
- BACs payment may be made to: Lincolnshire Association of Local Councils, The Co-operative Bank, Sort Code 08-92-99, Account No. 65279999
(please indicate clearly which Town or Parish payment is from - thank you).
- Please complete all bookings using the online booking form via the LALC website.

Dunholme Old School, 8 Market Rasen Road, Dunholme, Lincoln LN2 3QR
Tel: 01673 866596

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

Actual Year to date	Budget as Approved 30/01/2025	Virements	Current annual Budget	Budget Variance	Committed Expenditure /Income	To/From Earmarked (or other) Reserves	Funds Available	% of Budget spent	
									8%
Expenditure Detail									
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	260.00	397		397	137		137	65%	
Other Projects - Copley Fund Reserve	2,216.49	0		0	- 2,216		- 2,216		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)	1,713.80	2032		2032	318		318	84%	
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	1,321.12	1100		1100	- 221		- 221	120%	End of season.
Total Payments	21,674	20,606		- 611	-		- 611		

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

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

Actual Year to date	Budget as Approved 30/01/2025	Virements	Current annual Budget					% of Budget Received
---------------------	-------------------------------	-----------	-----------------------	--	--	--	--	----------------------

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		-		
Total Expenditure	21,674	20,606	-	-		-	-611.45	
Balance	- 2,376	0	-	20,606		-		

Transactions in

January/February

2026

Receipts

	Total	13,485.60
National Grid - Wayleave	Wayleave	10.87
NatWest	NatWest Interest 35 Day	33.74
NatWest	NatWest Interest 35 Day	31.54
Copley Solar Ltd	Copley Solar Payment	13,378.56
NatWest	NatWest Interest Reserve	12.78
NatWest	NatWest Interest Reserve	18.11

Payments

	Total	422.90
Grass cutting Westborough Churchya	Volunteer Mowing, Comm cleaner projects	75.00
Grass cutting Westborough	Other Projects - Copley Fund Reserve	100.00
Westborough VH Refurb Grant	Office expenses incl. WFHA and mileage	26.00
Ground Works Long Lane	Office expenses incl. WFHA and mileage	26.00
Staffing		195.90 Regular

Bank Reconciliation

Westborough and Dry Doddington Parish Council

Financial Year ending: 31 March 2026

Prepared by: B Boyer. Date: 06/03/2026

Transactions for month up to 28/02/26

Reconciliation date:	28/02/26		
STATEMENT BALANCES		LEDGERS	
NatWest Current Account	2,000.00	All	
Nat West Reserve Account	30,357.50	Opening Balance	54,911.48
Nat West 35 Day Notice	20,285.32	Receipts to date	19,405.77
Melton Building Society	-	Payments to date	21,674.43
	52,642.82	Running balance	52,642.82
		Sub-total	-
		Un-banked Receipts	
Sub-total	-		
Un-presented payments:			

NET BALANCE	52,642.82	Cashbook balance	52,642.82
Statement Balance	52,642.82	<u>Difference</u>	<u>-</u>

Approved by: Date:

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

Item for agenda

Vickie Birnage <ladybirnage@hotmail.com >

Sun, 07 Dec 2025 10:02:24 +0000

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

Hey there Belina,

I'd like to add an item for the agenda for the next meeting. I'd like for us to have a village sign in Dry Doddington, similar to the attached, as we don't have anything at all for the village.

I would also like 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).

Cheers
Vickie



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 31 January 2026:

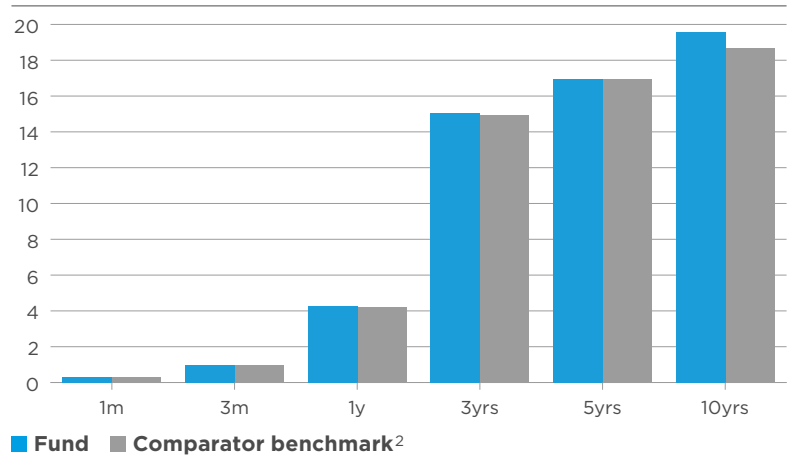
3.88%

Average yield over the month:
3.80% (3.87% AEY)

Yield at the month end shown:
3.81% (3.88% AEY)

Performance

Cumulative performance (%)



Cumulative performance (%)

	1m	3m	1yr	3yrs	5yrs	10yrs
Fund	0.32	0.99	4.27	15.03	16.93	19.56
Comparator benchmark	0.31	0.97	4.21	14.92	16.93	18.67

12 month performance to 31 January (%)

	2021	2022	2023	2024	2025
Fund	0.05	1.61	4.88	5.19	4.27
Comparator benchmark	0.07	1.68	4.87	5.16	4.21

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	8.5	
National Bank of Canada	8.5	
Landesbank Baden-Wuerttemberg	6.9	
HM Treasury	6.5	
Yorkshire Building Society	6.2	
Societe Generale	4.6	
Credit Industriel et Commercial	3.9	
BNP Paribas	3.8	
Credit Agricole Corporate and Investment Bank	3.8	
Sumitomo Mitsui Trust Bank	3.8	

Top 10 country exposures (%)

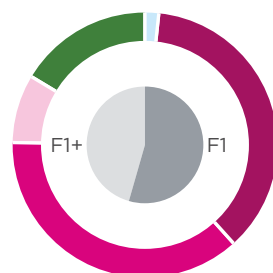
UK	24.2	
France	16.2	
Japan	13.0	
Canada	12.3	
Germany	9.2	
Australia	8.5	
Singapore	4.6	
Belgium	3.1	
Finland	2.7	
Sweden	2.3	

Maturity breakdown (%)³

Overnight	38.1	
2-7 days	3.8	
8 - 30 days	14.3	
31 - 90 days	22.3	
91 - 180 days	15.0	
> 180 days	6.5	

Credit breakdown (%)³

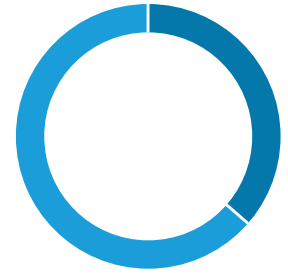
AAA	0.0	F1	54.6
AA+	0.0	F1+	45.4
AA	1.9		
AA-	36.5		
A+	37.0		
A	8.4		
A-	16.2		



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	36.5
Certificate of deposit	63.5



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	May 2011
Fund size	£1,300 million
Fitch money market rating ⁴	AAAmf
Comparator benchmark	Sterling Overnight Index Average (SONIA)
Minimum investment ⁵	£1,000,000
Ongoing charges figure ⁶	0.11%
Annual management charge ⁷	0.10%
ISIN	GB00B3LDFH01
SEDOL	B3LDFH0
Number of issuers	33
Weighted average maturity (max. 60 days) ⁸	51.78 days
Weighted average life (max. 120 days) ⁹	51.78 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 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

The 6 February meeting of the Monetary Policy Committee (MPC) produced a more dovish hold than many expected with the tight 5-4 vote closer than predicted whilst the guidance offered suggesting that members were more concerned about downside risks than inflation persistence.

Despite a minor increase in headline inflation in December to 3.4%, the Bank's latest forecast suggested that inflation will fall to the 2% target by summer, far earlier than their previous estimate of late 2027. This improved forecast has alleviated fears around second-round effects on wages and Governor Bailey, who voted for to hold, stated that there was 'scope for some further reduction in Bank Rate this year'. Another hawkish member stated that 'developments have moved the appropriate time for a cut close'. Concerns around downside risks became more prevalent within the meeting notes with unemployment remaining at 5.1% and the forecast for pay growth this year below previous expectations.

The forecasts produced by the Bank, which Governor Bailey described as 'good news' are, however, conditional upon current market expectations of future Bank Rate and there was little to suggest that the MPC believes that the terminal rate has changed, only the time it will take to get there. The MPC next meet in mid-March with a cut looking more likely provided that the data releases before then suggest that the Bank's forecasts are accurate.

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 & Wales, No. 2183088, at One Angel Lane, London EC4R 3AB), which is part of the Jupiter Group, and 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.

Please contact

Kelly Watson

Market Development
T +44 (0)20 7489 6105
M +44 (0)7879 553 807
kelly.watson@ccla.co.uk

Lee Jagger

Market Development
T +44 (0)20 7489 6077
lee.jagger@ccla.co.uk

Jamie Charters

Market Development
T +44 (0)20 7489 6147
jamie.charters@ccla.co.uk

CCLA
One Angel Lane
London EC4R 3AB

CCLA
BECAUSE GOOD IS BETTER

Freephone **0800 022 3505**
clientservices@ccla.co.uk
www.ccla.co.uk

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

Proposal 1 6 meetings on second Thursday of the Month

<u>Date</u>	<u>Place</u>	<u>Time</u>
Thursday, 14/05/2026	Westborough Village Hall	19:30
Thursday, 09/07/2026	Dry Doddington Village Hall	19:30
Thursday, 10/09/2026	Westborough Village Hall	19:30
Thursday, 12/11/2026	Dry Doddington Village Hall	19:30
Thursday, 14/01/2027	Westborough Village Hall	19:30
Thursday, 11/03/2027	Dry Doddington Village Hall	19:30
Thursday, 13/05/2027	Westborough Village Hall	19:30

Proposal 2 6 meetings on third* Thursday of the Month

<u>Date</u>	<u>Place</u>	<u>Time</u>
Thursday, 21/05/2026	Westborough Village Hall	19:30
Thursday, 16/07/2026	Dry Doddington Village Hall	19:30
Thursday, 17/09/2026	Westborough Village Hall	19:30
Thursday, 19/11/2026	Dry Doddington Village Hall	19:30
Thursday, 21/01/2027	Westborough Village Hall	19:30
Thursday, 18/03/2027	Dry Doddington Village Hall	19:30
Thursday, 20/05/2027	Westborough Village Hall	19:30

***It can be tricky to have all finance information in time for 2nd Thursday**

Westborough and Dry Doddington Parish Council IT Policy

1. Introduction

Westborough and Dry Doddington parish council recognises the importance of effective and secure information technology (IT) and email usage in supporting its business, operations, and communications.

This policy outlines the guidelines and responsibilities for the appropriate use of IT resources and email by council members, employees, volunteers, and contractors.

2. Scope

This policy applies to all individuals who use Westborough and Dry Doddington parish council's IT resources, including computers, networks, software, devices, **data, and email accounts.**

3. Acceptable use of IT resources and email

Westborough and Dry Doddington parish council IT resources and email accounts are to be used for official council-related activities and tasks. Limited personal use is permitted, provided it does not interfere with work responsibilities or violate any part of this policy. All users must adhere to ethical standards, respect copyright and intellectual property rights, and avoid accessing inappropriate or offensive content.

4. Device and software usage

Where possible, authorised devices, software, and applications will be provided by Westborough and Dry Doddington parish council for work-related tasks.

The council currently does not provide any devices other than a hard drive to periodically back up data. It does not own a laptop or any software that processes council data. Thus the passage above will need to be changed to:

Westborough and Dry Doddington parish council does not provide authorised devices, software, and applications other than an external harddrive and the council .gov.uk email address and related software.

~~Unauthorised installation of software on authorised devices, including personal software, is strictly prohibited due to security concerns.~~ **Obsolete**

5. Data management and security

All sensitive and confidential Westborough and Dry Doddington parish council data should be stored and transmitted securely using approved methods. Regular data backups should be performed to prevent data loss, and secure data destruction methods should be used when necessary.

6. Network and internet usage

Westborough and Dry Doddington parish council's network and internet connections should be used responsibly and efficiently for official purposes. Downloading and sharing copyrighted material without proper authorisation is prohibited.

7. Email communication

The council does not currently provide members with council specific email addresses. All members are encouraged to set up an email address separate to their personal one which is used solely for council business.

Email accounts provided by Westborough and Dry Doddington parish council are for official communication only. Emails should be professional and respectful in tone. Confidential or sensitive information must be marked as such and only be transmitted to known and trusted email addresses. Particularly sensitive data may only be sent in an encrypted format. ~~not be sent via email unless it is encrypted.~~

Be cautious with attachments and links to avoid phishing and malware. Verify the source before opening any attachments or clicking on links.

8. Password and account security

Westborough and Dry Doddington parish council users are responsible for maintaining the security of their accounts and passwords. Passwords should be strong and not shared with others. Regular password changes are encouraged to enhance security.

9. Mobile devices and remote Work

Mobile devices provided by [insert name] parish council should be secured with passcodes and/or biometric authentication. When working remotely, users should follow the same security practices as if they were in the office.

The council does not provide such devices.

10. Email monitoring

Westborough and Dry Doddington parish council reserves the right to monitor email communications to ensure compliance with this policy and relevant laws. Monitoring will be conducted in accordance with the Data Protection Act and GDPR.

11. Retention and archiving

Emails should be retained and archived in accordance with legal and regulatory requirements. Regularly review and delete unnecessary emails to maintain an organised inbox.

12. Reporting security incidents

All suspected security breaches or incidents should be reported immediately to the designated IT point of contact for investigation and resolution. Report any email-related security incidents or breaches to the IT administrator immediately.

13 Training and awareness

Westborough and Dry Doddington parish council will provide regular training and resources to educate users about IT security best practices, privacy concerns, and technology updates. All employees and councillors will receive regular training on email security and best practices.

14. Compliance and consequences

Breach of this IT and Email Policy may result in the suspension of IT privileges and further consequences as deemed appropriate.

15. Policy review

This policy will be reviewed annually to ensure its relevance and effectiveness. Updates may be made to address emerging technology trends and security measures.

16. Contacts

For IT-related enquiries or assistance, users can contact Belina Boyer, Clerk to the council.

All staff and councillors are responsible for the safety and security of Westborough and Dry Doddington parish council's IT and email systems. By adhering to this IT and Email Policy, Westborough and Dry Doddington parish council aims to create a secure and efficient IT environment that supports its mission and goals.

Date: _____

Signature: _____

Role: _____

Westborough and Dry Doddington Parish Council Inventory of Fixed Assets
2025

	Purchase date	Asset Value cost	Insurance Value	
Dry Doddington Poors Charity Land 1 acre land off Claypole Lane	gifted	1.00	Not insured	
Unipart Doorman Speed sign	23/01/2018	2,508.00	Not insured	
Westboro Bus Shelter	23/01/2018	6,500.00	Not insured	
CHT Defibrillator -Dry Doddington phone box	15/03/2018	1,975.00	Not insured	
Honda Strimmer 4 stroke	18/05/2017	375.65	Not insured	Repaired 2025-26
Dry Doddington phone box	05/11/2017	1.00	Not insured	
Information Notice Board - outside The Wheatsheaf	26/06/2019	1,562.00	Not insured	
CHT Defibrillator - Westborough Village Hall	05/03/2020	2,120.00	Not insured	
White speed reduction gates Dry Doddington	13/12/2021	1,302.00	Not insured	
CCTV cameras around Dry Doddington Village hall	08/10/2021	—————	Not insured	Gifted to DDVH
Lighting for trees on Dry Doddington Green	30/11/2021	404.00	Not insured	
Circular tree seat Dry Doddington for Platinum Jubilee	15/05/2022	1,233.00	£1,260.00	2024-25 insurance value
Circular tree seat Westborough for Platinum Jubilee	24/05/2022	1,267.00	£1,260.00	2024-25 insurance value
Maxone Portable External Hard Drive	07/12/2024	25.59	Not insured	
Table Trollies and Tea Urn	01/08/2025	784.77		
Chair Trollies	01/08/2025	270.48		
Table Trollies and Tea Urn	09/10/2025	-784.77	Gifted to Village Hall	25-87 October 25
Chair Trollies	09/10/2025	-270.48	Gifted to Village Hall	25-87 October 25
total value		19,274.24		

Memorial Bench Westborough

1,200.00 Insured though not owned