4th November 2025

MELTON CONSTABLE PARISH COUNCIL
The Junction
6 Briston Road, Melton Constable NR24 2DA

https://meltonconstable-pc.gov.uk/

Minutes of Melton Constable Parish Council meeting held on Tuesday 4th November 2025 at 7.30 pm.

Present Cllr S Unsworth (SU)
Cllr D Carter (DC) Chair
Cllr E Goode (EG)
Cllr J Cox (JC)

Clerk Amanda Yacoubian

2025/79 To consider accepting apologies for absence – Cllr AJ, Cllr TJ, Cllr KS – apologies accepted

2025/80 To consider the co-option of a new Councillor to fill a vacancy - none

2025/81 To receive declarations of interest for items on the agenda - none

2025/82 To approve the minutes of the Parish Council Meeting held on 2nd September 2025– PROPOSED DC, SECONDED SU. ALL AGREED

2025/83 To consider matters arising from the last minutes (not on the agenda) for information only – none

2025/84 To adjourn the meeting to allow for public participation – none

2025/85 To receive County and District Councillor reports – Please refer to website for details

2025/86 To receive members' reports:

Churchyard; Nothing to report
Southside; Nothing to report
Bus Shelter; No Problems
Recreation Ground; No problems
Play area; No report
Northside; Leaves, see item 2025/91.
Allotments; The problems with allotments being left in an unfit state to re-let has not been resolved due to quotes being far too high. Clerk to continue to find a solution.

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2025/87 Remembrance Day Sunday 9th November 2025. We have the wreath & crosses, a big thankyou to whoever has tidied up the area around the War Memorial
2025/88 Completion of the Refurbishment of Melton Constable Village Sign, sign on the beacon, Village entry signs and Archway History sign. An article was placed in the EDP and will be in the next publication of the Briston News, also various FB pages.

2025/89 Lighting and road markings at the end of Kitchener Road further to email received on 10th September 2025. This was reported to Highways and the double yellow lines have been repainted.

2025/90 Flooding following heavy rain outside the Co-op on Briston Road – Clerk to report to Highways

2025/91To consider signing up to Highway Ranger Service following email received on 16th September 2025 – Clerk to sign up and report leaves on and around Briston Road.

2025/92 To consider Planning Application(s) - none

2025/93 Finances

(i) To approve financial statement (Cash book, bank statement & Bank reconciliation) emailed to Councillors on 27th October 2025. PROPOSED SU, SECONDED JC, ALL AGREED
(ii) To agree payments & receipts

Payments

27/08/2025	P Minns	Grasscutting July	£400.00
28/08/2025	MC Country Club	Storage & room hire	£45.83
28/08/2025	A Yacoubian	Clerk salary August	£404.50
31/08/2025	Unity Trust	Service charge	£6.00
01/09/2025	Cozens INV-9643	Street lights s/o	£36.00
10/09/2025	PKF Littlejohn	Limited assurance review	£252.00
10/09/2025	P Minns	Grasscutting August	£400.00
10/09/2025	Intermedical	Defribillator	£954.00
18/09/2025	Lattitude53 Design Ltd	Village signs refurb x 5	£1,551.57
26/09/2025	S Lines duplicate payment	allotments	£16.00
26/09/2025	A Yacoubian	Clerk salary September	£411.35
29/09/2025	MC Country Club	Storage & room hire	£45.83
30/09/2025	Cozens INV-9702	Street lights s/o	£36.00
30/09/2025	Unity Trust	Service charge	£6.00
14/10/2025	Npower	Aug 24 to Aug 25	£323.45
22/10/2025	G W Harrold & ptners	Invoice 1976 rental	£400.00
22/10/2025	P Minns	Grasscutting September	£400.00
22/10/2025	A Yacoubian	stamps	£13.92
22/10/2025	A Yacoubian	wreath and crosses	£91.99

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23/10/2025	A Yacoubian	HMRC DD	£340.83
24/10/2025	Npower	Elec DD	£64.19

Receipts

Allotments from 22nd September	£1318.19
30th September – Precept	£9000.00

PROPOSED Cllr JC, SECONDED Cllr EG, ALL AGREED

2025/94 Set the budget and precept request for 2026/2027 – The Budget has been agreed and the precept request agreed at £21,000. One of the grass cutting contracts has increased slightly for 2026. ALL AGREED

2025/95 Clerk report

Notice of conclusion of external audit by PKF Littlejohn. Two items were raised in the audit and the Clerk has taken steps to ensure that these issues will not be raised again on the next audit.

Installation of new defib - iPAD SP1 AED Fully Automatic – Cllr KM was not present at the meeting so this will remain on the agenda for the next meeting

IT Policy – Assertion 10 – The policy was agreed

Gov.uk email addresses and domain names – All councillors will use their gov.uk email addresses

2025/96 Date and time of the next Parish Council meeting: 13th January 2026

2025/97 Meeting closed at 20.13 pm

Signed Chair.....

Dated.....