

Gainsborough Town Council

Richmond House, Richmond Park, Morton Terrace

Gainsborough, Lincolnshire, DN21 2RJ

Tel: 01427 811573

Website: gainsborough-tc.gov.uk



FULL COUNCIL AGENDA

To: All Members of Gainsborough Town Council:

Councillor Sheila Bibb	Councillor Mark Binns
Councillor Stephen Blogg	Councillor Nigel Bowler
Councillor Nicholas Coxon	Councillor Richard Craig
Councillor Dennis Dannatt	Councillor Caz Davies
Councillor Michael Devine	Councillor David Dobbie
Councillor Richard Doy	Councillor Paul Hooton
Councillor Paul Key	Councillor Douglas Owles
Councillor James Plastow	Councillor Glenn Puxty
Councillor Richard Thompson	Councillor Kenneth Woolley

NOTICE IS HEREBY GIVEN and **Members are summoned to attend** a meeting of Gainsborough Town Council to be held on **Tuesday 6 January 2026 at 6:30pm** in the meeting room, Richmond House, Richmond Park, Morton Terrace, Gainsborough, DN21 2RJ at which the under mentioned business will be transacted.

Welcome from the Chair and housekeeping

Prior to the commencement of the meeting there will be a public forum for a maximum of 15 minutes when members of the public may ask questions or make short (non-political) statements to the Council.

A maximum further 10 minutes will be set aside for the meeting to receive brief reports of the Police and elected members of Lincolnshire County Council and West Lindsey District Council.

AGENDA

FC26/141 Apologies for Absence

To note apologies for absence.

FC26/142 Declarations of Interest

To receive any declarations of interest in accordance with the requirements of the Localism Act 2011.

FC26/143 Dispensation Requests

To consider any dispensation requests received by the Town Clerk in relation to personal and/or disclosable pecuniary interests, not previously recorded.

FC26/144 Items for Exclusion of Public and Press

To determine which items on the agenda, if any, require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) and resolve to exclude public and press for these items.

FC26/145 Minutes of the Previous Meeting

To receive the minutes of the previous Council meeting and resolve to sign these as a true and accurate record.

Paper A Tuesday 2 December 2025 (pages 4 to 7)

FC26/146 Committee Meeting Minutes

To note receipt of the draft minutes of the Committee meetings and the decisions contained therein.

- i. Community Emergency Plan Working Group, Friday 28 November 2025
Paper B (pages 8 to 9)
- ii. Asset Transfer Working Group, Thursday 4 December 2025 **Paper C** (pages 10 to 12)
- iii. Finance and Strategy Committee, Tuesday 16 December 2025 **Paper D** (pages 13 to 17)
- iv. Planning Committee, Wednesday 17 December 2025 **Paper E** (pages 18 to 22)

FC26/147 Announcements

To receive and note updates from: -

- i. Chair of Council
- ii. Leader of Council
- iii. Representatives on Outside Bodies
- iv. Town Clerk **Paper F** (pages 23 to 55)

FC26/148 Recommendations made by Committee

To consider the following recommendation from Finance and Strategy Committee held 16 December 2025 (FS26/114 Draft 2026 / 2027 Budget)

RESOLVED: to **RECOMMEND to FULL COUNCIL** the draft proposed budget for 2026/27 with a precept of £748,220 which equates to a 3.69% increase.

Paper G (pages 56 to 78)

FC26/149 Recommendations made by Committee

To consider the following recommendation from Finance and Strategy Committee held 16 December 2025 (FS26/124 Richmond House Conservatory Removal)

RESOLVED: to **RECOMMEND to FULL COUNCIL:** to approve the tender submitted by T.G. Sowerby Developments Ltd at the maximum cost of £34,750, having achieved the highest overall score and represents the best balance of quality, compliance and value for money.

FC26/150 Local Government Reorganisation

To consider any recent updates.

Paper H (pages 79 to 80)

FC26/151 Correspondence

To note the correspondence previously circulated by email (for information only).
Paper I (pages 81 to 82)

FC26/152 Items for Notification

i. Debt Write Off

FC26/153 Time and Date of Next Meeting

To note the date and time of the next Full Council meeting is scheduled for Tuesday
3 February 2026 at 6:30pm.

Rachel Allbones
Town Clerk
Richmond House
Gainsborough

Tuesday, 30 December 2025

PAPER A

Gainsborough Town Council

Richmond House, Richmond Park, Morton Terrace

Gainsborough, Lincolnshire, DN21 2RJ

Tel: 01427 811573

Website: gainsborough-tc.gov.uk



DRAFT FULL COUNCIL MINUTES

Minutes of the Town Council meeting held on **Tuesday 2 December 2025** at **6:30pm** in the Ceremony room, Richmond House, Richmond Park, Morton Terrace, Gainsborough, DN21 2RJ.

Councillors Present: Councillor Caz Davies (Chair)

Councillor Mark Binns
Councillor Nicholas Coxon
Councillor Michael Devine
Councillor Richard Doy
Councillor Paul Key
Councillor Richard Thompson

Councillor Stephen Blogg
Councillor Dennis Dannatt
Councillor David Dobbie
Councillor Paul Hooton
Councillor Glenn Puxty
Councillor Kenneth Woolley –
arrived at 6:36pm.

In Attendance:

Rachel Allbones
Sean Alcock

Town Clerk
Operations Manager

FC26/127 Apologies for Absence

Apologies were received from Councillors Bibb, Craig, Owles, Plastow

FC26/128 Declarations of Interest

No declarations of interest were declared.

FC26/129 Dispensation Requests

No dispensation requests were made.

FC26/130 Items for Exclusion of Public and Press

No items for the exclusion of public and press.

FC26/131 Minutes of the Previous Meeting (Paper A)

RESOLVED: that the minutes of the Council meeting held on Tuesday 4 November 2025 be approved as a as a true and accurate record and signed by the Chair.

Note: Councillors Dannatt and Hooton abstained from voting on the above resolution.

FC26/132 Committee Meeting Minutes (Papers B - F)

- i. Community Emergency Plan Working Group, Friday 7 November 2025
- ii. Property and Services Committee, Tuesday 11 November 2025

Initialled:

- iii. Personnel Committee, Wednesday 12 November 2025
- iv. Planning Committee, Tuesday 18 November 2025
- v. Finance and Strategy Committee, Tuesday 25 November 2025

RESOLVED: to **NOTE** the draft minutes of the Committees.

Note: Councillor Woolley arrived at the meeting at 6:36pm.

FC26/133 Announcements (Paper G)

- i. Chair of Council

No update received.

- ii. Leader of Council

The Leader updated Members on recent meetings attended.

- iii. Representatives on Outside Bodies

No announcements.

- iv. Town Clerk

RESOLVED: to **NOTE** the Town Clerk's report.

FC26/134 Gainsborough in Bloom

Members consider the request from Gainsborough in Bloom regarding whether any Councillor is willing to step into the vacant Chair position, or whether any Member of the public known to the Council may be suitable for the role.

RESOLVED: that Members contact the Town Clerk direct if they're interested in the position or know a member of the public suitable for the role.

FC26/135 Recommendations made by Committee

Finance and Strategy Committee held 25 November 2025 (FS26/103 IT Provision for Members)

RESOLVED: to **RECOMMEND TO FULL COUNCIL** to

- i. Approve the purchase of x16 HP 250 G10 laptops (£6,800), (or to those Councillors that request one) and initial set up costs (£1,040).
- ii. Upgrade to Premium licences at an additional £196.80/month.
- iii. Approves the increase in the IT support agreement at an additional £294/month.
- iv. Funds from General Reserves.
- v. That if Councillors request a laptop, hardcopy papers will no longer be provided.

At the request of Councillor Doy a recorded vote was taken as follows: -

For: Councillors Binns, Blogg, Coxon, Dannatt, Davies, Devine, Hooton, Key, Puxty, Thompson, Woolley

Against: Councillor Doy

Abstained: Councillor Dobbie

RESOLVED: to

- i. Approve the purchase of x16 HP 250 G10 laptops (£6,800), (or to those Councillors that request one) and initial set up costs (£1,040).

- ii. Upgrade to Premium licences at an additional £196.80/month.
- iii. Approves the increase in the IT support agreement at an additional £294/month.
- iv. That if Councillors request a laptop, hardcopy papers will no longer be provided.

RESOLVED: to purchase x2 UGREEN Nexode 500W USB C Charger 6-Port GaN Laptop Fast Charging Station and associated cables at a cost of approx. £400.

Note: Councillors Doy and Thompson voted against the above resolution.

FC26/136 Aisby Walk Skate Park (Paper H)

RESOLVED: That the Council notes the submission of the grant application to the FCC Communities Foundation for the Aisby Walk Skate Park improvements and resolves to confirm that the required third-party contribution of £10,703.45 will be met from General Reserves, if required, in accordance with the grant conditions.

Furthermore, it is recommended that officers continue to seek additional funding support from other external sources.

FC26/137 Local Government Reorganisation (Paper I)

RESOLVED: to

- i. **NOTE** the comments from Members and
- ii. **NOTE** the update from THE Town Clerk from the Parish News from WLDC.
We have submitted a letter to MHCLG with regards to the Local Government Reorganisation.
As part of the next steps we will be reaching out to town and parish councils to engage with you ahead of statutory consultation which is the next stage in the LGR process, ahead of the final decision. We will share further details with you in due course.
- iii. Write to Market Rasen and Caistor Town Councils to ask if they have an opinion on any of the LGR proposals.

FC26/138 Correspondence (Paper J)

RESOLVED: to **NOTE** the correspondence circulated.

FC26/139 Items for Notification

- i. Debt Write Off

FC26/140 Time and Date of Next Meeting

RESOLVED: to **NOTE** the date and time of the next Full Council meeting scheduled for Tuesday 6 January 2026 at 6:30pm at Richmond House, Morton Terrace.

The meeting closed at 7:34pm.

Signed as a true record of the Meeting: _____ Dated _____
Presiding chair of approving meeting

Initialled:

PAPER B

Gainsborough Town Council

Richmond House, Richmond Park, Morton Terrace

Gainsborough, Lincolnshire, DN21 2RJ

Tel: 01427 811573

Website: gainsborough-tc.gov.uk



DRAFT COMMUNITY EMERGENCY PLAN WORKING GROUP MINUTES

Minutes of the Community Emergency Plan Working Group meeting held on **Friday 28 November 2025** at **10:00am** in the meeting room, Richmond House, Richmond Park, Morton Terrace, Gainsborough, DN21 2RJ.

Councillors Present: Councillor Paul Hooton (Chair)
Councillor Sheila Bibb Councillor Richard Thompson

In Attendance:
Rachel Allbones Town Clerk
Sean Alcock Operations Manager
Amanda Clarke Communities Officer

EP26/007 Apologies for Absence

Apologies were received from Councillors Key, Owles, Plastow.

EP26/008 Declarations of Interest

No declarations of interest were received.

EP26/009 Minutes of the Previous Meeting (Paper A)

RESOLVED: that the minutes of the Community Emergency Plan Working Group meeting held on Friday 7 November 2025 be approved as a as a true and accurate record and signed by the Chair.

EP26/010 Community Emergency Plan (Paper B)

EP26/011 Time and Date of Next Meeting

RESOLVED: That the next meeting be held on Friday 9 January 2026 at 10:30am at Richmond House, Morton Terrace.

The meeting closed at 11:00am.

Signed as a true record of the Meeting: _____ Dated _____
Presiding chair of approving meeting

Initialled:

Community Emergency Plan Working Group minutes 2025-26

PAPER C

Gainsborough Town Council

Richmond House, Richmond Park, Morton Terrace

Gainsborough, Lincolnshire, DN21 2RJ

Tel: 01427 811573

Website: gainsborough-tc.gov.uk



DRAFT ASSET TRANSFER TASK AND FINISH GROUP MINUTES

Minutes of the Asset Transfer Task & Finish Group meeting held on **Thursday 4 December 2025** at **10:00am** in the meeting room, Richmond House, Richmond Park, Morton Terrace, Gainsborough, DN21 2RJ.

Councillors Present:

Councillor Nigel Bowler
Councillor Paul Key

Councillor Dennis Dannatt

In Attendance:

Rachel Allbones
Sean Alcock

Town Clerk & Responsible Finance Officer
Operations Manager

Due to the Chair being absent from the meeting it was **RESOLVED:** to elect Councillor Bowler as Chair for the meeting.

AT26/008 Apologies for Absence

Apologies were received from Councillors D Owles, J Plastow.

AT26/009 Declarations of Interest

No declarations of interest were received.

AT26/010 Minutes of the Previous Meeting (Paper A)

RESOLVED: that the minutes of the Asset Transfer Task & Finish Group meeting held on Wednesday 29 October 2025 be approved as a as a true and accurate record and signed by the Chair.

AT26/011 WLDC Property and Asset Review

Members reviewed the assets identified and visited.

Code	Asset Name
S005	Land at Ashcroft Road (former wc site), Gainsborough
S006	Land at Ashcroft Road (Play Park), Gainsborough
S013	Baltic Mill Land, Gainsborough
S088	Whitton Gardens, Gainsborough
S014	Caskgate Street Land (Former Guildhall site), Gainsborough

Initialled:

Asset Transfer Task & Finish Group minutes 2025-26

S063	Queensfield Playing Field, Gainsborough
S027	Corringham Road, Gainsborough
S051	Richmond House Lodge, Gainsborough

RESOLVED: to fully cost the annual maintenance of the above sites, including trees, walls, grass cutting and litter picking.

AT26/012 Time and Date of Next Meeting

RESOLVED: to **NOTE** the date and time of the next Asset Transfer Task & Finish Group meeting will be held on Wednesday 21 January 2026 at 10:00am for various site visits.

The meeting closed at 12:09pm.

Signed as a true record of the Meeting: _____ Dated _____
Presiding chair of approving meeting

PAPER D

Gainsborough Town Council

Richmond House, Richmond Park, Morton Terrace

Gainsborough, Lincolnshire, DN21 2RJ

Tel: 01427 811573

Website: gainsborough-tc.gov.uk



DRAFT FINANCE AND STRATEGY COMMITTEE MINUTES

Minutes of the Finance and Strategy Committee meeting held on **Tuesday 16 December 2025** at **6:30pm** in the meeting room, Richmond House, Richmond Park, Morton Terrace, Gainsborough, DN21 2RJ.

Councillors Present: Councillor Nigel Bowler (Chair)

Councillor Stephen Blogg – arrived at 6:43pm Councillor Nicholas Coxon

Councillor Michael Devine

Councillor David Dobbie – arrived at 6:43pm

Councillor Paul Key

Councillor James Plastow

Councillor Richard Thompson (sub)

In Attendance:

Rachel Allbones

Town Clerk & Responsible Finance Officer

Sean Alcock

Operations Manager

FS26/107 Apologies for Absence

Apologies were received from Councillors S Bibb, P Hooton, D Owles.

FS26/108 Declarations of Interest

Councillor Key declared a personal interest in agenda item FS26/125 as he lives in the row of house that would be affected.

FS26/109 Dispensation Requests

No dispensation requests were received.

FS26/110 Items for Exclusion of Public and Press

RESOLVED: To exclude the public and press from items FS26/123, FS26/124, FS26/125 in accordance with the Public Bodies (Admissions to Meetings) Act 1960 1 (2) due to the confidential nature of the business to be discussed.

FS26/111 Minutes of the Previous Meeting (Paper A)

RESOLVED: That the minutes of the Finance and Strategy Committee meeting held on Tuesday 25 November 2025 be approved as a as a true and accurate record and signed by the Chair.

Note: Councillors Coxon, Key and Plastow abstained from voting on the above resolution.

Initialled:

Finance and Strategy Committee minutes 2025-26

FS26/12 Finance Reports (Papers B, C & D)

RESOLVED: To **NOTE** and approve the following reports:

- i. Unpaid Expenditure Transactions for 11 December 2025.
- ii. Cashbook Summary (including due and unpaid transactions) for 11 December 2025.
- iii. Budget Comparison Report (including due and unpaid transactions) for 11 December 2025.

FS26/113 Bank Reconciliation (Paper E)

Note: Councillors Blogg and Dobbie arrived at the meeting at 6:43pm.

RESOLVED: That the monthly bank reconciliations for 30 November 2025 be approved and signed, with the following closing balances:

- HSBC Current/Deposit Account: £144,841.69
- CCLA: £500,000.00

Note: Councillors Blogg and Dobbie abstained from voting on the above resolution.

FS26/114 Draft 2026 / 2027 Budget (Paper F)

Members thoroughly reviewed the draft budget and the revised Tax Base.

RESOLVED: To **RECOMMEND TO FULL COUNCIL** the draft proposed budget for 2026/27 with a precept of £748,220 which equates to a 3.69% increase.

Note: Councillor Dobbie voted against the above resolution.

FS26/115 Data Breach Policy Review (Paper G)

RESOLVED: To adopt the reviewed Data Breach Policy.

Note: Councillor Dobbie abstained from voting on the above resolution.

FS26/116 Data Protection Policy Review (Paper H)

RESOLVED: To adopt the reviewed Data Protection Policy.

FS26/117 General Privacy Notice Review (Paper I)

RESOLVED: To adopt the reviewed General Privacy Notice.

Note: Councillor Key abstained from voting on the above resolution.

FS26/118 Privacy Notice for Staff, Councillors and Role Holders Review (Paper J)

RESOLVED: To adopt the reviewed Privacy Notice for Staff, Councillors and Role Holders.

FS26/119 Subject Access Request Procedure Review (Paper K)

RESOLVED: To adopt the reviewed Subject Access Request Procedure.

Initialled:

Finance and Strategy Committee minutes 2025-26

FS26/120 Freedom of Information Policy (Paper L)

RESOLVED: To adopt the Freedom of Information Policy.

FS26/121 Accessibility Statement for the Website Review (Paper M)

RESOLVED: To defer until the next meeting once the website host has been contacted.

FS26/122 Community Grant Applications (Paper N)

Members considered grant applications received.

- i. Marshalls and Rose Brothers Memorial Charity

RESOLVED: That a Community Grant of £1,000 be awarded to the Marshalls and Rose Brothers Memorial Charity. As the application forms part of a larger project, the funding will be reviewed after 24 months should the grant not have been spent within that period.

Note: Councillor Dobbie abstained from voting on the above resolution.

FS26/123 Cemetery Fee Waiver (Paper P)

RESOLVED: That full payment of the non-resident exclusive right of burial fee of £1,115.84, in accordance with the Council's adopted fees and charges, is required in order to purchase the grave, in addition to the memorial installation fee.

FS26/124 Richmond House Conservatory Removal (Paper Q)

RESOLVED: To RECOMMEND TO FULL COUNCIL to approve the tender submitted by T.G. Sowerby Developments Ltd at the maximum cost of £34,750, having achieved the highest overall score and represents the best balance of quality, compliance and value for money.

FS26/125 Love Lane Allotment Garages (Paper R)

Note: Councillor Key left the meeting at 8:03pm.

Members considered issues relating to the garages and electrical supply.

It was proposed and seconded that Council issues notice to all tenants requiring disconnection and removal of electrical connections at the Council's expense.

At the request of Councillor Dobbie a recorded vote was taken as follows: -

For: Councillors Blogg, Bowler, Coxon, Dobbie, Plastow

Abstained: Councillors Devine, Thompson

RESOLVED: That Council issues notice to all tenants requiring disconnection and removal of electrical connections at the Council's expense.

It was proposed and seconded that Council allows garages to remain temporarily but adopts a long-term policy to phase them out upon surrender, reverting to parking spaces only.

At the request of Councillor Dobbie a recorded vote was taken as follows: -
For: Councillors Blogg, Bowler, Coxon, Devine, Dobbie, Plastow, Thompson

RESOLVED: That Council allows garages to remain temporarily but adopts a long-term policy to phase them out upon surrender, reverting to parking spaces only.

RESOLVED: That Council

- Requires existing licensees to remove garage structures upon surrender of their licence.
- Updates the Council's licence terms to confirm that hard standings are for parking only, with no right to erect new structures or connect utilities.

FS26/126 Items for Notification

RESOLVED: to **NOTE** the items for notification to be included on a future agendas:

- i. Accessibility Statement for the Website Review
- ii. Marshalls Bowls Lease
- iii. Operation Bridges Review
- iv. Unity Trust Bank
- v. Strategic Plan
- vi. LCAS Silver Status submission
- vii. Registrar Lease renewal
- viii. Civic Protocol
- ix. Communications Policy Review
- x. Social Media Policy Review
- xi. Pensions Discretionary Policy Review
- xii. Use of work vehicles by Cllrs & Staff for personal domestic use Review

FS26/127 Time and Date of Next Meeting

RESOLVED: to **NOTE** the date and time of the next Finance and Strategy Committee meeting scheduled for Tuesday 27 January 2026 at 6:30pm at Richmond House, Morton Terrace.

The meeting closed at 8:19pm.

Signed as a true record of the Meeting: _____ Dated _____
Presiding chair of approving meeting

PAPER E

Gainsborough Town Council

Richmond House, Richmond Park, Morton Terrace

Gainsborough, Lincolnshire, DN21 2RJ

Tel: 01427 811573

Website: gainsborough-tc.gov.uk



DRAFT PLANNING COMMITTEE MINUTES

Minutes of the Planning Committee meeting held on **Wednesday 17 December 2025** at **6:30pm** in the reading room, Richmond House, Richmond Park, Morton Terrace, Gainsborough, DN21 2RJ.

Councillors Present:

Councillor Glenn Puxty (Chair)	
Councillor Stephen Blogg	Councillor Michael Devine (sub)
Councillor David Dobbie	Councillor Doug Owles
Councillor Richard Thompson	

In Attendance:

Rachel Allbones	Town Clerk
-----------------	------------

Due to the Chair and Vice Chair being absent from the meeting it was **RESOLVED:** to elect Councillor Glenn Puxty as Chair for the meeting.

PL26/152 Apologies for Absence

Apologies for absence were received from Councillors M Binns, P Hooton, P Key, J Plastow.

PL26/153 Declarations of Interest

No declarations of interest were made.

PL26/154 Dispensation Requests

No dispensation requests were received.

PL26/155 Items for Exclusion of Public and Press

No items for exclusion of public and press.

PL26/156 Minutes of the Previous Meeting

RESOLVED: that the minutes of the Planning Committee meeting held on Tuesday 18 November 2025 be approved as a true and accurate record and signed by the Chair.

Note: Councillors Blogg and Dobbie abstained on voting on the above resolution.

PL26/157 Planning Application

[Application Ref No: WL/2025/01125](#) (received 14/11/25) any observations to make on the application, please make them by 15/12/2025

Proposal: Planning application for the installation of an electric vehicle (EV) charger unit and replacement of the highway boundary wall.
Location: 12 Morton Terrace, Gainsborough

RESOLVED: to not submit a comment.

PL26/158 Planning Application

Application Ref No: WL/2025/01126 (received 14/11/25) any observations to make on the application, please make them by 15/12/2025

Proposal: Listed building consent for the installation of an electric vehicle (EV) charger unit and replacement of highway boundary wall.
Location: 12 Morton Terrace, Gainsborough

RESOLVED: to not submit a comment.

PL26/159 Planning Application

Application Ref No: WL/2025/01130 (received 17/11/25) any observations to make on the application, please make them by 22/12/2025

Proposal: Planning application for replacement storage unit being variation of conditions 2 & 3 of planning permission WL/2025/00756 granted 15 September 2025 - increase the height by 20cm and length by 20cm and change materials to Graphite/Dark Blue metal cladding.
Location: Apex Dental Ltd, 19 Market Street, Gainsborough

RESOLVED: to support the application.

PL26/160 Planning Application

Application Ref No: WL/2025/01139 (received 19/11/25) any observations to make on the application, please make them by 22/12/2025

Proposal: Planning application to erect boundary fence, brick-built pillars and gate to the front of property.
Location: 15 Spring Gardens, Gainsborough

RESOLVED: to support the application.

PL26/161 Planning Application

Application Ref No: WL/2025/01163 (received 28/11/25) any observations to make on the application, please make them by 29/12/2025

Proposal: Planning application for change of use of vacant spaces on the 1st, 2nd & 3rd floors from E(a) retail to (C3) residential accommodation, internal alterations to form 5no. residential units including installation of 4no. windows to rear elevation, including rectifying unlawful work.
Location: 4 Silver Street, Gainsborough

RESOLVED: to support the application.

PL26/162 Planning Application

Application Ref No: WL/2025/01164 (received 28/11/25) any observations to make on the application, please make them by 29/12/2025

Proposal: Listed building consent for change of use of vacant spaces on the 1st, 2nd & 3rd floors from E(a) retail to (C3) residential accommodation, internal alterations to form 5no. residential units including installation of 4no. windows to rear elevation, including rectifying unlawful work.

Location: 4 Silver Street, Gainsborough

RESOLVED: to support the application.

PL26/163 Planning Application

Application Ref No: WL/2025/00348 (received 10/12/25) any observations to make on the application, please make them by 24/12/2025

Proposal: Planning application for 9no. flats, secure bin storage and cycle storage, and off road parking

Location: Land at North Street (Rear of Former Friendship Hotel), Gainsborough

RESOLVED: to support the application.

PL26/164 Planning Application

Application Ref No: WL/2025/01198 (received 10/12/25) any observations to make on the application, please make them by 12/01/2026

Proposal: Planning application for demolition of parts of existing garden store and making good disturbed areas of garden wall structure.

Location: Richmond House, Morton Terrace, Gainsborough

RESOLVED: to not comment on the application.

PL26/165 Planning Application

Application Ref No: WL/2025/01199 (received 10/12/25) any observations to make on the application, please make them by 12/01/2026

Proposal: Listed building consent for demolition of parts of existing garden store and making good disturbed areas of garden wall structure.

Location: Richmond House, Morton Terrace, Gainsborough

RESOLVED: to not comment on the application.

PL26/166 Decision Notice (Paper B)

Application Ref No: WL/2025/00865 GRANTED (Committee)

Proposal: Planning application for change of use from a Social Club (sui generis) to a Place of Worship (F1(f)).

Location: Gainsborough Sports and Social Club, 17 Trinity Street, Gainsborough

RESOLVED: to NOTE the decision notice.

PL26/167 Decision Notice (Paper C)

Application Ref No: WL/2025/00978 GRANTED (LCC)

Proposal: Planning application for installation of a fire suppression system with external pumphouse and water storage tank.

Location: Lincolnshire Waste Disposal, Marshall Way, Gainsborough

RESOLVED: to NOTE the decision notice.

PL26/168 Street Naming Requests

No street naming requests were received.

PL26/169 Tree Preservation Orders

No tree preservation orders were received.

PL26/170 Items for Notification

- i. Footpath Mayfield to Margaret Close

PL26/171 Time and Date of Next Meeting

RESOLVED: to NOTE the date and time of the next Planning Committee meeting is scheduled for Tuesday 20 January 2026 at 6:30pm.

The meeting closed at 6:53pm.

Signed as a true record of the Meeting: _____ Dated _____
Presiding chair of approving meeting

PAPER F

Officer Report to the Council

Report Author: Rachel Allbones

Report Date: 30 December 2025



Gainsborough
TOWN COUNCIL

Subject: Town Clerk's Report

Summary

This report brings together the various matters for Council to note.

Chair's Group Meeting

The next meeting is on Monday 12 January at 10:00am.

WLDC Markets and Events

Events can be found on the WLDC [Events Page](#).

Councillor Training

Please see at Appendix A LALC Training Bulletin—December 2025, Councillor training sessions.

Below are training identified that Members may be interested in: -

Finance for Councillors

29th January, 18:30-20:10, via Zoom

10th February, 10:00-11:40, via Zoom

This session is for councillors only and is designed to give them a greater understanding of their duties with regard to the council's finances.

Topics include: Roles and responsibilities; setting a budget and precept; Financial control; The Annual Governance & Accountability Return; Internal and external audit; How VAT applies to local councils

Internal controls

28th January, 10:00-11:30, via Zoom

4th March, 10:00-11:30, via Zoom

This session gives councillors and clerks an understanding of the need for internal controls and how they work, with practical examples and case studies.

Topics include:

- Roles and responsibilities
- Financial risks
- Purpose of internal controls
- Case studies
- Examples of controls
- Review of internal controls

Introduction to planning for local councils

eLearning

This course was developed by Warwickshire Association of Local Councils (WALC) and is suitable for new councillors and council officers. It includes a range of activities to help you develop your knowledge of parish and town councils. By the end of this course, you should know:

- What is planning?
- Role of the Parish Council
- What is controlled by planning

- Types of planning applications
- Material & non-material considerations
- The parish council recommendation
- Planning conditions
- Developer contributions

Neighbourhood Plan Review

The consultant engaged to support the Neighbourhood Plan Review has confirmed attendance at the working group meeting on 15 January 2026 at 10.00am. The consultant will undertake a scoping exercise from a planning policy perspective and has requested:

- That the working group attend prepared to “red line” the current made Neighbourhood Plan;
- A walkabout following the meeting; and
- A prepared list of sites for review if members cannot attend the walkabout.

The consultant has advised that the scoping quote has been kept lean, therefore the meeting will be key to maximising value at this early stage.

HR (Employment Law) Review

The annual HR Audit was carried out by Stallard Kane on 10 December. The report will be presented to the Personnel Committee in due course.

Staff Appraisals

Staff appraisals have been carried out in December. A report will be presented to the Personnel Committee.

Roses 3G Opening

The Town Clerk attended the opening of the new Roses 3G opening on Thursday 11 December.

Christmas Tree and Lights Removal

On Friday 2 January the tree lights will be removed followed by the tree and street lighting on Monday 5 January.

Interest Forms

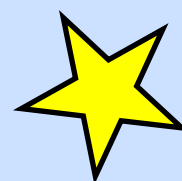
Members may wish to review their Register of Interests forms. All Councillors are required to complete a form. Changes such as a new address, new employment, or a partner's change of employment should be recorded within 28 days. Please contact the Town Clerk for details.

A guide on openness and transparency on personal interests can be found on the Gov.uk website: <https://www.gov.uk/government/publications/openness-and-transparency-on-personal-interests-guidance-for-councillors>

Welcome to our monthly training bulletin.
Please share this with your councillors and other staff.

What's New This Month?

New Clerk's induction—see page 2
Year end, AGAR and audit—see page 2
Introduction to cemetery management—see page 13
Cemetery operations & regulatory compliance—see page 15



Picking up contact information when booking places

If you have set your councillors up on the portal, you can now select their details from a drop-down list when booking a place on one of our courses. If you do not have your councillors set up, the drop-down list will be blank and you will have to type their details in manually. Please ensure that the email address is correct, otherwise they will not receive the automated email reminders.

Free Worknest webinars

Worknest offer a number of FREE H&S webinars. Look out for the eNews for more details.

ACAS free e-Learning

ACAS offer various FREE e-Learning on assorted topics.
Check out their website for more details: <https://elearning.acas.org.uk/>

Internal Audit

LALC can offer an Internal Audit service for its councils. This will consist of a mid-year audit to go through your governance in depth, and a light-touch audit at year-end enabling you to confidently sign off the AGAR. When you request an audit, we'll contact you to discuss what you need, agree the terms of service with you and then put you in touch with your internal auditor.

All our internal auditors are experienced clerks who will follow the guidance and process as per the Practitioners' Guide (Section 4—Best practice guidance for internal audit).

Contact us

Office: 01673 866596

Mobile 1: (Katrina) 07422 963475

Mobile 2: (Andrew) 07549 019842

LALC Core training: Included within our Annual Training Scheme

Courses delivered directly by LALC or partners

Course	Description	Date(s)	Location
Councillor Induction & Refresher	Aimed at councillors with or without any experience, covering: • The role of the council and councillors • Legal obligations and the employer role • Finance • Risk management • Code of conduct • Declarations of interest • Community engagement • Transparency code obligations	20th January 18:00— 21:00 3rd March 18:00— 21:00	Zoom Zoom
Chair's Workshop	Ideal for council and committee Chairs and Vice Chairs, covering: • Skills required • Managing meetings • Working with the Clerk, other councillors and officers • Planning for success • Understanding your Standing Orders, Financial Regulations and Code of Conduct • Accountability • Community engagement	4th December 18:00— 21:00	Zoom
Year end, AGAR and audit 	Ideal for new and experienced Clerks. Topics Covered: • Internal Controls • Internal Audit • External Audit • End Of Year AGAR • End Of Year Documents • Publication • Transparency Code • Common Mistakes	24th February 13:00— 16:00 17th March 10:00— 13:00	Zoom Dunholme Old School 8 Market Rasen Road Dunholme LN2 3QR
New Clerk's Induction 	The New Clerk's Induction day covers the key points and duties for the Clerk's role.	25th February 10:00— 16:00	LALC Office Dunholme Old School 8 Market Rasen Road Dunholme LN2 3QR

Check out the Chris Moses podcasts produced as part of the Civility & Respect project



Podcast #1 — Building an effective personnel committee: Chris explains the importance of ensuring local councils have an effective personnel committee, what the responsibilities of the committee are and gives an overview of the critical issues.

<https://www.youtube.com/watch?v=QXhfwMoVJ1g>

Podcast #2 — Recruitment: Chris covers the critical considerations for councils about recruitment.

https://www.youtube.com/watch?v=DOMDep_nWJU

Podcast #3 — Handling grievances: Chris covers the critical considerations for councils about handling grievances. This is an introduction to the subject and should be viewed alongside current grievance policies.

<https://www.youtube.com/watch?v=QPj4d8t2T1o>

Podcast #4 — Handling disciplinary situations: Chris covers some of the critical considerations for councils about handling disciplinary situations. This is an introduction to the subject and should be viewed alongside current grievance policies.

<https://www.youtube.com/watch?v=m64iq42W2Xo>

Podcast #5 — Appraisals: Chris covers some of the critical considerations for councils about appraisals. This is an introduction to the subject.

<https://www.youtube.com/watch?v=1XEUWe1YZgM>

Podcast #6 — Sickness and absence: Chris covers some of the critical considerations for councils concerning sickness and absence management. This is an introduction to the subject.

<https://www.youtube.com/watch?v=l6PVMOW1dmE>

Finance—delivered by:

All sessions held via Zoom

10:00—11:40am **unless otherwise specified***



PARKINSON
PARTNERSHIP

Course	Description	Date(s)
VAT for VAT registered councils	For clerks, finance staff and councillors from councils that are VAT registered, who wish to develop their knowledge. This session explains when and how VAT registered local councils charge VAT, when they can reclaim it and when they can't. Essential for any council contemplating major building projects.	Awaiting new dates
Finance for Councillors	This session is for councillors only and is designed to give them a greater understanding of their duties with regard to the council's finances. Topics include: Roles and responsibilities; setting a budget and precept; Financial control; The Annual Governance & Accountability Return; Internal and external audit; How VAT applies to local councils	11th December, 10:00 29th January, 18:30 10th February, 10:00
New clerk's finance	This session is for inexperienced clerks in their first few months and is designed to give them an overview of a council's year, along with a basic understanding of the RFO's role. Topics include: Roles and responsibilities; Setting a budget and precept; Internal control; The Annual Governance & Accountability Return; Internal and external audit.	16th December, 10:00 27th January, 10:00 3rd March, 10:00
VAT—Partial exemption	For clerks, finance staff and councillors of councils that lease or hire out land and buildings such as village halls, community centres, meeting rooms, sports facilities or markets, who need to understand when their council is at risk of not being able to reclaim VAT. Essential for any council contemplating major building projects, or incurring significant expenditure on running these facilities. Intended for those who already understand the rules of VAT and need to work out whether their council can reclaim VAT in relation to its use of land.	22nd January, 10:00 14th April, 10:00 2nd July, 10:00

Contact LALC to book Parkinson Partnership training—these cannot be booked via the LALC website

Finance—delivered by:

All sessions held via Zoom

10:00—11:30am **unless otherwise specified***



PARKINSON
PARTNERSHIP

Course	Description	Date(s)
Introduction to VAT (VAT for unregistered councils - VAT126)	For clerks, finance staff and councillors from councils that are not VAT registered, but reclaim VAT using Form VAT126. This session explains how VAT affects local councils. Essential for any council contemplating major building projects. Topics include: • How VAT law applies to local councils • Where to find the law and guidance • Business and non-business activities • Understanding whether sales are taxable or exempt from VAT • When a council must register for VAT • When VAT can be reclaimed • Partial exemption • Reclaiming VAT when using grants and donations	4th December, 10:00 26th February, 10:00 24th March, 10:00 16th April, 10:00
Procurement	For anyone involved in procuring goods and services, preparing tenders or entering into contracts on behalf of local councils. This session introduces the new rules of the Procurement Act 2023, which will now come into force on 24 February 2025 and replaces the Public Contracts Regulations 2015. This session is an introduction to the basics of procurement for local councils: • Inviting quotes • Producing specifications and tender documentation • Achieving competition and value for money • Managing contracts.	29th January, 10:00 24th February, 10:00 23rd April, 10:00
Internal controls	This session give councillors and clerks an understanding of the need for internal controls and how they work, with practical examples and case studies. Topics include: • Roles and responsibilities • Financial risks • Purpose of internal controls • Case studies • Examples of controls • Review of internal controls	10th December, 10:00 28th January, 10:00 4th March, 10:00

Contact LALC to book Parkinson Partnership training—these cannot be booked via the LALC website

Finance—delivered by:

All sessions held via Zoom

10:00—11:30am **unless otherwise specified***



PARKINSON
PARTNERSHIP

Course	Description	Date(s)
Budgeting	This session is aimed at officers of parish & town councils, who are involved in preparing and monitoring their council's budgets. Topics include: • Setting a budget and precept • Contingencies and reserves • How the council tax base affects the budget • Inflation • Budget monitoring	Awaiting new dates
The role of internal audit	This session explains the role of the internal auditor in providing assurance to the council that it has sound financial controls. Topics include: • Legislation and guidance • Roles and responsibilities • Internal controls • How the council appoints an internal auditor • Scope of internal audit • Reviewing internal control • Internal audit reports	18th February, 10:00
Year end and audit—councils over £25,000	This session is aimed at councils that spend between £25,000 and £200,000 a year and prepare simple accounts on a receipts and payments basis. It is also relevant for councils under £25,000 that choose not to exempt themselves from external audit, as well as for and councils that regularly spend over £200,000 and are already comfortable with preparing income and expenditure accounts. Topics include: • Closing the accounts • Assets and borrowing • Reviewing internal control • Internal audit • The Annual Return • Electors rights • Audit • Publication requirements	Awaiting new dates

Contact LALC to book Parkinson Partnership training—these cannot be booked via the LALC website

Finance—delivered by:

All sessions held via Zoom

10:00—11:30am **unless otherwise specified***



PARKINSON
PARTNERSHIP

Course	Description	Date(s)
Year end & transparency— councils under £25,000	For officers of councils that spend and receive less than £25,000 a year, who want to understand how to prepare and publish their council's Annual Governance & Accountability Return to comply with the Accounts & Audit Regulations, as well as publishing the information required by the Transparency Code for Smaller authorities. Topics include: • Closing the accounts • Exemption from external audit • Internal audit • Reviewing internal control • The Annual Return • Electors rights • Transparency and publication requirements	Awaiting new dates
Income & expenditure accounts (for larger councils)	For officers who want to understand how to prepare their council's Annual Governance & Accountability Return on an income and expenditure basis (mandatory for councils regularly spending over £200,000) and comply with the requirements of the audit process. This session explains how to convert receipts & payments accounts to income & expenditure accounts, how this affects the Annual Return and the timing of year-end activities and the audit process, enabling you to complete all the relevant steps correctly. Topics include: • Closing the accounts • Debtors and creditors • Assets and borrowing • Internal audit • Reviewing internal control • The Annual Return • Electors rights • Publication requirements	Awaiting new dates

Contact LALC to book Parkinson Partnership training—these cannot be booked via the LALC website

LALC Non-Core training: Not included within our Annual Training Scheme

Council Communications

All sessions held via Zoom. 1.5-2 hours.

£35 plus VAT.



Course	Description	Date(s)
Communicating with your community part 1: creating a communications strategy	Every local council should have a communications strategy, setting out its communications priorities, aims and goals. In this session, we will consider how your council could create an effective communication strategy, that is sustainable and supports your council. A strategy that considers your council's human and financial resources.	2nd February, 10:00
Communicating with your community part 2: engaging with your community	This session will focus on putting your council's communication plan into action: how your council could connect with the community it represents. Considering the ways your council can communicate effectively and build conversations. Providing tools and techniques to start engaging and getting messages across.	5th January, 10:00 2nd March, 10:00
How councils can recruit a more diverse pool of local councillors	How can you find and encourage a more diverse pool of people to stand or be co-opted as town or parish councillors? It is increasingly hard to find people who are willing to put their names forward either at election time or to be co-opted. Explore effective ways councils and councillors can engage people, building up awareness and interest in the work of the council, in order to better promote and demystify the role of a councillor.	13th January, 9:30 5th March, 13:00
How councils can more effectively engage with young people in their communities	Councils often find it challenging to connect with young people. In this session, we will define "young people" and consider the issues important to them. Exploring effective ways to engage online and offline, we will also offer insights on forming partnerships with local youth organisations.	5th February, 9:30
Dealing with difficult people and conversations in our local councils	Handling professional relationships within local councils is critical, but it can be tough dealing with challenging people and situations. This session discusses practical techniques for managing difficult conversations and situations.	27th January, 10:00 4th February, 10:00 11th March, 10:00
Boosting Your Council's Identity: How to Promote Your Council Effectively	Exploring what brand identity means for parish and town councils, why it matters, and how to create a clear and consistent identity that reflects your council's purpose and values. Introducing practical strategies for promoting your council through effective messaging, digital and traditional communication channels, and community engagement.	10th February, 9:30

Book Breakthrough Communications training via:

<https://breakthroughcomms.co.uk/calc-training-events/>

Select 'Lincolnshire Association of Local Councils (LALC)' as the county association for billing purposes

LALC Non-Core training: Not included within our Annual Training Scheme

Council Communications

All sessions held via Zoom. 1.5-2 hours.

£35 plus VAT.



Course	Description	Date(s)
Get the most from local and regional media	Local newspapers, magazines, regional TV, and radio offer local councils a way to communicate with residents. However, dealing with journalists and the media can be intimidating. In this session we will consider how to establish positive relationships with journalists. How to write impactful press releases. Ensure that your council gets regular and positive coverage in your local media.	24th February, 9:30
Crisis communications for local councils	A crisis could strike at any point. Anything from flooding to a meeting going viral. There are many ways in which you could find yourself in the eye of the media storm. This session takes participants through the detail of preparing for any crisis. Passing on expert tips and guidance on being prepared. On the effective steps your council could take should the worst happen.	22nd January, 9:30 17th March, 10:00
Social media part 1: Getting started with social media for local councils	Social media is a great tool for councils to use to improve their communication. In this session you will learn the basics and how to get started right. We will focus on creating a social media strategy and the basics of Facebook. Our goal is to share with you time-saving tools and techniques. Hopefully, this will help you and your council to be more confident using social media.	11th February, 10:00
Social media part 2: Advanced social media strategies and tactics for local councils	Councils often use different social media platforms to connect with the community. This session explores a wide range of social media platforms. There will be a focus on how to get the most from key social media platforms. Exploring the ways of ensuring that social media supports your council to achieve its goals and aims. We will also introduce you to social media advertising.	25th February, 10:00
Councillors training: Social media skills for parish and town councillors	It has never been more important for councillors to understand social media. In the session we will go through the confusing world of social media communications. It is designed for both social media users and those new to it. During the session you will learn where to focus your time and effort. We will point out the pitfalls. Consider difficult situations. Most importantly we will help you as a councillor to get the most from social media.	4th December, 18:30 2nd February, 18:30

Book Breakthrough Communications training via:

<https://breakthroughcomms.co.uk/calc-training-events/>

LALC Non-Core training: Not included within our Annual Training Scheme

Council Communications

All sessions held via Zoom. 1.5-2 hours.

£35 plus VAT.



Course	Description	Date(s)
Emotional intelligence and resilience in practice for clerks, councillors and officers	This is a practical workshop to help you thrive in your council role. We provide council officers and councillors with an understanding of where our behaviour comes from, we consider what resilience means in the context of our council roles and how to build emotional intelligence. We'll explore council-focused scenarios and how best to respond to each of them.	15th January, 10:00 5th March, 10:00
Councillors training: Chairing council and public meetings effectively	The effective chairing of meetings is a good skill for a councillor to have. This session is for councillors that have been recently elected. It is also aimed at those wanting a refresher. During the session we will consider how to effectively prepare for meetings. How to get the most out of the meetings you chair and dealing with tricky situations.	19th January, 16:30 10th March, 18:30
Canva Part 1—Getting started	Canva is a design tool that can be used for free. It allows you to quickly create posters, newsletters, and other physical documents. You can also create images and videos for social media and websites. This session is for people who have never used Canva before. We will go through the basics and show you how to get the most out of the free version. Our goal is to get you started with Canva and to help your Council to communicate better.	7th January, 10:00 3rd March, 10:00
Canva Part 2—Advanced	During the session we will focus on the advanced features of Canva. This session is for experienced users of it. In part 2 of our Canva training we will show you how your Council can get more out of it. For instance, creating complex designs and a brand for your Council. We will also cover integrating Canva with social media. There will be a particular focus on creating social media videos and using the scheduling tools.	21st January, 10:00 18th March, 10:00

Book Breakthrough Communications training via:

<https://breakthroughcomms.co.uk/calc-training-events/>

Select 'Lincolnshire Association of Local Councils (LALC)' as the county association for billing purposes

LALC Non-Core training: Not included within our Annual Training Scheme

Council Communications

All sessions held via Zoom. 1.5-2 hours.

£35 plus VAT.



Course	Description	Date(s)
Data Protection for councils Part 1: Foundations & theory	It is important that councils have the most up-to-date understanding of data protection legislation. They should also have a good grasp of their data protection obligations. This introductory session covers the theory and core principles of UK GDPR and other relevant legislation and explains what policies, practices and processes local councils need to have in place.	12th January, 9:30 26th January, 18:30 3rd February, 9:30 2nd March, 13:00
Data Protection for councils Part 2: Accountability and lawfulness	This session deep dives into how councils demonstrate accountability with UK GDPR, considering the different lawful bases for the processing of personal data. Also how to create the policies and documents required for local councils. We will explore the requirements of the published Privacy Notice, how to create Legitimate Interest Assessments and Data Protection Impact Assessments.	19th January, 9:30 9th February, 10:30 10th February, 18:30 9th March, 13:00
Data Protection for councils Part 3: Data subject rights and information security	In this session we consider how to deal with data subject rights requests, including Subject Access Requests (SARs). We explore the steps to take to ensure you are compliant and consider what exemptions may apply. There is also an introduction to information security for local councils and what this means in practice.	5th December, 9:30 26th January, 9:30 19th February, 9:30 4th March, 18:30 19th March, 13:00
Councillors training: Data protection training for parish and town councillors	This session clarifies a councillor's legal responsibilities to themselves and the council. We will guide you on the right procedures and best practice. We will also introduce Freedom of Information and the implications it has for councillors.	8th December, 18:30 22nd January, 18:00 16th February, 18:00 23rd March, 18:00
Freedom of Information for local councils: obligations, procedures and exemptions	This course examines the obligations of local councils regarding Freedom of Information (FOI). We discuss the necessary policies and procedures. How your council could ensure awareness among officers and councillors about FOI. Consider the steps to follow when managing an FOI request including the use of exemptions.	12th December, 9:30 23rd January, 10:00 30th March, 10:30

Book Breakthrough Communications training via:

<https://breakthroughcomms.co.uk/calc-training-events/>

Select 'Lincolnshire Association of Local Councils (LALC)' as the county association for billing purposes

LALC Non-Core training: Not included within our Annual Training Scheme

RPII Operational Inspector & Maintenance

£215 + VAT per delegate (for the 2 days).
Plus £285 if the delegate wishes to take the exam.
Delegates not taking the exam can obtain a hard copy Certificate of Attendance for £10 or PDF copy for £3.50



Description

Lunch and refreshments are included on both days.

This **two day** course is aimed at people who are responsible for the operational (monthly/quarterly) inspections and those in a supervisory or maintenance role.

Covering:

- Introduction to safety
- The importance of play to children and child development
- Playground accidents, types, severity and reasons
- The legal framework for playgrounds and inspectors; negligence etc.
- Status Law applicable
- Types and hierarchy of inspections
- Risk Assessment
- Reporting and paperwork
- Inspection of specific play items and surfacing
- Checking of maintenance and other playground actions taken
- Common faults with standard play items
- How to inspect, including approaches and ancillary items

Date

24th & 25th
March 2026
9:30—16:30

This event is now
FULLY BOOKED.

Please contact LALC to be put on the cancellation list or to register your interest for a future event. (This will be subject to a sufficient level of demand for the course to be viable).

Venue

North Hykeham Town
Council
Civic Offices
Fen Lane
North Hykeham
LN6 8UZ

Introduction to cemetery management for parish & town clerks

13th May 2026, 9:30—12:30

TEAMS link to be issued prior to the session

£40 plus VAT



INTRODUCTION TO CEMETERY MANAGEMENT FOR PARISH AND TOWN CLERKS

Level: Beginner

Course overview

- General powers of management
- Overview of legal requirements and implications
- Grave identification and cemetery plans
- Checking procedures -verification of location, depth, size
- Dealing with shallow graves
- Overview of administration processes
- Memorials
- Grave ownership
- Exhumation
- The burial service
- Health and safety

Suitable for: anyone involved in managing or working in a cemetery, particularly those in Town and Parish Councils, and is designed to give a general introduction to cemetery management.

Please note the course is based on the legislation in England & Wales

Equipment required: a computer, phone or tablet with internet connection, video and microphone function, able to run Teams, either as an app or online

Why Join this course?

- ✓ Elevate your cemetery management skills
- ✓ Gain general knowledge of legal requirements
- ✓ Learn effective management practices
- ✓ Develop an understanding of operational responsibilities
- ✓ Creates confident, empowered bereavement service professionals



An ICCM quality
online training event

3 Hours

Learn about the
principles and
practices of
cemetery
management

Learn new skills

Have your questions
answered

Guiding you through
best practice

RPII Routine Inspections

With exam: £260 + VAT
Without exam: £110 + VAT



Delegates not taking the exam can obtain a hard copy Certificate of Attendance for £10 or PDF copy for £3.50



The Play Inspection Co.

Description	Date	Venue
This is a one day course. The first date (24th June) includes the Register of Play Inspectors International (RPII) exam for Routine Inspections. (RPII charge is included for the exam). The qualification for RPII Routine inspector level would qualify the delegate to conduct daily/weekly inspections on playground equipment; this could be for their own sites or for other sites. There is no conflict of interest. Should you wish to book the RPII Routine inspectors course WITHOUT the exam, please book on the second date (25th June). Syllabus: • The benefits of play • Injuries occurring on playgrounds • Legal responsibilities • Inspection techniques for basic equipment types • The inspection procedures of their verifying employer Attendees should wear suitable footwear and clothing for the practical inspections.	24th June 2026 9:30—16:30 Training plus exam OR 25th June 2026 9:30—16:30 Training only—no exam Both events are now FULLY BOOKED. Please contact LALC to be put on the cancellation list.	Washingborough Sports Pavilion Washingborough Playing Fields Washingborough LN4 1AB

Cemetery operations & regulatory compliance

Two-part course—**attendance at both sessions is required:**

30th June 2026, 9:30—12:30

1st July 2026, 9:30—12:30

TEAMS link to be issued prior to the sessions

£80 plus VAT for **both** sessions



CEMETERY OPERATIONS AND REGULATORY COMPLIANCE

Level: Intermediate / Advanced

Course overview

- Legal framework – regulations and compliance standards
- General powers of management
- Registers and records
- Burial depth and dealing with shallow graves
- Overview of administration processes
- Grave digging procedures
- Memorials
- Exhumation
- Exclusive Rights of Burial
- Operational responsibilities including grounds maintenance, groundwater and premises management
- Closed churchyards responsibilities
- Optimising burial space
- Looking to the future

Suitable for: cemetery managers and staff as well as those with a responsibility for cemeteries.

Please note the course is based on the legislation in England & Wales

Equipment required: a computer, phone or tablet with internet connection, video and microphone function, able to run Teams, either as an app or online

Why Join this course?

- ✓ Elevate your cemetery management skills
- ✓ Gain knowledge of legal requirements
- ✓ Learn effective management practices
- ✓ Develop an understanding of operational responsibilities
- ✓ Have your questions answered
- ✓ Creates confident, empowered bereavement service professionals



An ICCM quality
online training event

2 x 3 hour sessions
over 2 days

Learn about the legal
and practical aspects
of cemetery
management

Learn new skills

Guiding you through
best practice and
ensuring compliance

LALC Non-Core training: Not included within our Annual Training Scheme

Courses delivered directly by LALC or partners

CiLCA		 	
Description	Date(s)	Fee	Location
Introductory session available for candidates to decide whether they are ready to pursue this qualification. To obtain CiLCA it is advisable that you have at least 12-months' experience of local government procedures. This is a Level 3 qualification equivalent to A' Level standard and you will need approximately 200 hours to complete your portfolio.	Awaiting new date	Introductory session is free	LALC Office Dunholme Old School Market Rasen Road Dunholme LN2 3QR
To attend the formal CiLCA training sessions (below), the LALC fee applies. This fee includes 6-months' mentoring.		£300 plus VAT (Plus £13 per day to cover lunch and refreshments, if face to face)	
When you are ready to register for the CiLCA qualification, the SLCC fee will apply. (Payable direct to SLCC).		£450 (no VAT)	

FTF sessions are held at the LALC Office: Dunholme Old School, Market Rasen Road, Dunholme, LN2 3QR

CiLCA Day 1 (FTF): LO1—LO10 Aimed at those already registered and intending to complete the current portfolio (by 31st December 2026).	
CiLCA Day 2 (FTF): LO11—LO20 Aimed at those already registered and intending to complete the current portfolio (by 31st December 2026).	
CiLCA Day 3 (FTF/remote): LO21—LO30	

Remote sessions are all held via Zoom

CiLCA Day 1 (Remote):	Awaiting new dates
CiLCA Day 2 (Remote):	Awaiting new dates
CiLCA Day 3 (Remote):	Awaiting new dates
CiLCA Day 4 (Remote):	Awaiting new dates
CiLCA Day 5 (Remote):	Awaiting new dates

LALC Non-Core training: Not included within our Annual Training Scheme

Offerings from LALC partners

Dispute Resolution Programme		Personnel Advice & Solutions Ltd (Chris Moses)
Personnel Advice & Solutions Ltd has produced a Dispute Resolution Programme aimed at councils struggling with employment issues. The purpose of the programme is to help councillors understand their role as employers, the employment laws that affect how they carry out that role, and practical steps to address employment disputes. The programme consists of three separate 30 minute Zoom recordings that can be sent to the council, and then distributed to all councillors for them to watch in their own time. For further details contact p.d.solutions@zen.co.uk		
Module	Description	Fee
1—Awareness	Helps councillors and employees understand their role as employers and managers and understand what they can and cannot do. It explains the unique working environment that makes town and parish Councils very different from other employers, and how that environment is prone to disputes.	£150 plus VAT
2—Legal issues	Explains what a Council's legal obligations are, the need to comply with statutory guidelines, and the current legal framework that determines how disputes can be addressed in town and parish councils. It addresses: The causes of conflict and disputes; What legal action can be taken against councils and councillors who mismanage employee disputes; Understanding the ACAS Guidelines and requirements of the Localism Act 2011 for resolving employee disputes and Code of Conduct complaints.	£150 plus VAT
3—Practical issues	Helps Councils to work within the spirit of the ACAS Guidelines to resolve disputes between councillors and employees, as well as fully comply with all of their legal obligations. It discusses various informal options to resolve the problem. Plus if the matter has to be submitted to the Monitoring Officer, it helps Councils to effectively support employees through that process. Including: The importance of employment procedures that are fair and transparent, right for small organisations and understood by all parties, as required by the ACAS Guidelines; Understanding the difference between a Grievance and a Code of Conduct complaint; Steps to support an employee whose health is affected by a dispute; Supporting an employee to make a balanced, evidenced and professional complaint to the Monitoring Officer, if necessary and appropriate.	£150 plus VAT
Ad-hoc Zoom session	We can also conduct a Zoom meeting (30 – 60 minutes), with Councils to discuss the points covered by these modules.	£250 plus VAT

LALC Non-Core training: Not included within our Annual Training Scheme

Courses delivered directly by LALC or partners

eLearning - delivered by: £25 plus VAT per course.		
Essential Skills		
Course	Description	
Anti-bribery essentials	Explores what is, and what is not, considered bribery under UK law and provides tips and advice on staying compliant with the Bribery Act 2010. By the end of the course you should be able to: • Define bribery and corruption • Understand the Bribery Act 2010 and the penalties for breaking the law • Recognise what constitutes a crime under the Bribery Act • Know the six principles organisations should follow when designing their bribery policies and procedures • Know what actions you should take should you suspect bribery	
Anti-money laundering essentials	This aims to increase awareness of money laundering and offers tips on how to identify and prevent it within your organisation. By the end of the course you should be able to: • Describe what money laundering is and how it is done • Understand UK legislation and regulations regarding money laundering and what they cover • Explain how to prevent money laundering • Recognise the consequences of non-compliance with anti-money laundering legislation	
Customer service essentials	This course showcases effective communication with customers, arms you with a 'customer service toolkit', and explores managing complaints using the customer complaint resolution cycle. By the end of this course you should be able to: • Understand the principles of customer loyalty and how to build it through your interactions • Communicate more persuasively and effectively via the phone, video calls, face to face, and in writing • Provide a better level of customer service by using your customer service skills 'toolkit' • Understand the customer complaint resolution cycle and how to deal with common customer service challenges	
Data Protection essentials	This course covers data protection regulations in the UK and provides essential training for anyone who is in the position of processing personal data. By the end of this course, you should be able to: • Recognise why fair and effective data management is important to individuals and society as a whole • Understand relevant data protections legislation and regulations, along with the penalties for breaching these • Work with information in a way that doesn't breach the data protection principles and individuals' rights • Respond to requests for information from individuals in a way that is legal and effective	

Contact LALC to book Nimble eLearning—these cannot be booked via the LALC website

LALC Non-Core training: Not included within our Annual Training Scheme

Courses delivered directly by LALC or partners

eLearning - delivered by: £25 plus VAT per course.		
Essential Skills		
Course	Description	
Display Screen Equipment (DSE) workstation assessment essentials	This course addresses the health and safety requirements of DSE and advises on posture and safe working techniques. You will learn how to complete your own DSE risk assessment that you can provide to your employer. By the end of this course, you should be able to: • Understand the importance of DSE workstation assessment • Identify whether you are a high, medium or low-risk user • Recognise the effects of poor posture • Adjust your posture so that you have a good posture while working • Adjust your workstation to suit you • Carry out a DSE risk assessment	
Environmental awareness essentials	This course addresses the environmental crisis and looks at what businesses can do to reduce their impact on climate change and other pressing environmental issues. By the end of this course, you should be able to: • Recognise the benefits of a greener approach to your working practices • Know how positive action in the workplace can make a difference to our environment • Take steps to reduce the negative impact your workplace can have on the environment • Make waste management choices that are better for the planet	
Equality, diversity and inclusion essentials	This course addresses threats to equality such as discrimination, harassment and victimisation, and looks at how you can promote fairness, diversity and inclusion at work. By the end of this course, you should be able to: • Understand what is meant by 'equality', 'diversity' and 'inclusion', and recognise how they benefit us • Identify who is protected by the Equality Act, and explain what happens if their rights are compromised • Recognise discrimination and other unfair practices in the workplace and know how to act on them • Understand what you can do yourself to promote equality, diversity and inclusion	
Fire safety essentials	This course highlights the essentials of fire safety awareness in the office environment and when working from home. It explores best practice fire safety procedures and provides an overview of the equipment required under fire safety regulations. By the end of this course, you should be able to: • Understand employers' responsibilities under fire safety law • Prevent fires by using the fire triangle theory • Identify fire safety signs and appreciate the importance of knowing where they are in your workplace • Identify fire safety equipment and understand how it should be used • Recognise the need to periodically check fire safety procedures • Carry out the fire safety procedures in place for your organisation	

Contact LALC to book Nimble eLearning —these cannot be booked via the LALC website

LALC Non-Core training: Not included within our Annual Training Scheme

Courses delivered directly by LALC or partners

eLearning - delivered by: £25 plus VAT per course.		
Essential Skills		
Course	Description	
Freedom of information essentials	This course addresses the essentials of the Freedom of Information Act, highlighting who it applies to and how to handle and respond to different types of requests for information. By the end of this course, you should be able to: • Recognise when and where the main provisions of the Freedom of Information Act apply • Understand the types of information that will be shared in an organisation's publication scheme • Make or handle requests for information in an appropriate way • Understand the rights of individuals under the Act and the consequences of not complying with the legislation	
Health and safety essentials	This course provides an understanding of potential health and safety issues at work, the legislation surrounding it, and how to improve safety in your workplace. By the end of this course, you should be able to: • Recognise what health and safety is important for individuals, employers and society as a whole • Understand the frameworks of health and safety legislation • Recognise the responsibilities your employer has for your health and safety • Use a range of health and safety techniques and good practice to help keep yourself safe at work (and beyond)	
Home working essentials	This course offers guidance on effective home working, and covers workspace set-up, safety at home, communicating remotely, and maintaining productivity. By the end of this course, you should be able to: • Recognise the characteristics of an effective home working environment • Develop and maintain safe home working behaviours • Maintain effective information security and data protection practices • Understand the importance of good communication when working remotely • Identify practical strategies to increase your productivity • Recognise the importance of looking after your mental health and wellbeing	
Human factors essentials	This course explores the role and impact of human error in the workplace. You'll learn how to manage common 'error traps' and understand which Human Performance (HuP) tools you can use to mitigate error traps that can't be removed. By the end of this course, you should be able to: • Understand the main types of errors that humans make • Identify key workplace error traps in order to remove or manage them • Recognise which Human Performance (HuP) tools can be used to mitigate error traps that can't be removed	

Contact LALC to book Nimble eLearning —these cannot be booked via the LALC website

LALC Non-Core training: Not included within our Annual Training Scheme

Courses delivered directly by LALC or partners

eLearning - delivered by: £25 plus VAT per course.		
Essential Skills		
Course	Description	
Information security awareness essentials	This course addresses the different threats to an organisation's information security and explores best practices for keeping data safe, whenever and wherever you work. By the end of this course, you should be able to: • Recognise why information security is essential to organisations • Identify secure working practices to safeguard company data • Protect information when working remotely and on mobile device • Improve your awareness of online risks and how to stay safe on the internet • Respond to and report information security issues	
Manual handling essentials	This course outlines manual handling risks, advises on how to properly plan moving or lifting tasks, and looks at proper technique to be used when manual handling. By the end of this course, you should be able to: • Recognise the potential risks of injury from manual handling tasks • Appreciate the importance of keeping yourself and colleagues safe from risk • Assess a range of manual handling factors and take steps to reduce risks • Plan moving and lifting tasks more effectively • Use safer technique when handling loads—individually, as a team, and with common workplace aids	
Menopause essentials	This course helps you become more 'menopause aware' and overcomes the stigma. Menopause symptoms affect 75% of all women and yet there's still a widespread lack of understanding and reluctance to talk about it. It will help you recognise symptoms and understand the impact menopause can have on you and your workplace. By the end of this course, you should be able to: • Recognise how menopause affects women in different ways • Take steps to create a more supportive workplace for those experiencing menopause	
Modern slavery essentials	This course explores the concept of modern day slavery and addresses the signs that might suggest a vulnerable person is being exploited. By the end of this course, you should be able to: • Appreciate the extent of modern slavery in the UK and the many forms it takes • Recognise the factors that can increase a person's risk of exploitation • Spot signs of modern slavery and human trafficking that can help them identify potential victims • Understand the measures available to punish perpetrators and support potential victims • Report their suspicions or concerns to the appropriate organisation	

Contact LALC to book Nimble eLearning —these cannot be booked via the LALC website

LALC Non-Core training: Not included within our Annual Training Scheme

Courses delivered directly by LALC or partners

eLearning - delivered by: £25 plus VAT per course.		
Essential Skills		
Course	Description	
Personal safety essentials	This course seeks to improve personal safety awareness and provides tips and advice on how to keep yourself at work, at home, in public places and while travelling. By the end of this course, you should be able to: • Recognise the importance of confidence and preparation in staying safe • Understand how reducing 'opportunity' for criminals increases safety • Avoid situations and environments that may place you at greater risk • Practice safe behaviours at work, home, in public, and while travelling • Know what to do if you feel unwell or become a victim of crime	
Stress management essentials	This course explains what stress is, looks at ways to reduce stress and offers coping strategies to better manage stress levels. By the end of this course, you should be able to: • Understand and identify stress and why it can be detrimental for you • Identify stress and stressors in yourself and others • Reduce your exposure to stress • Develop your own Wellness Action Plan • Implement coping strategies in your work and personal life	
Team leadership essentials	This course explores what it means to be an effective team leader by examining leadership styles and the essential skills required to get a team to thrive under your directions. By the end of this course, you should be able to: • Understand your own leadership style • Apply your knowledge of leadership styles in different situations • Know how to build relationships and engage your team members • Identify and employ effective team leadership skills and techniques	
Time management essentials	This course will help you claim back control of your time with easy-to-implement techniques that will help you better manager and organise your daily workload, making you more productive in your role and, by default, everyday life. By the end of this course, you should be able to: • Understand why good time management is important • Recognise common challenges to effective time management • Apply techniques to improve your own time management skills	
Working at height essentials	This course helps to identify activities that are classed as work at height under the law. It demonstrates how employers and employees need to work together under the Working at Height Regulations (2005) to implement safety measures, assess risks and follow best practice for any work performed at height. By the end of this course, you should be able to: • Recall which type of activities classify as 'work at height' (WaH) • Recognise your employer's and your own responsibilities under the Work at Height Regulations 2005 (WaH) • Identify risks most commonly associated with working at height • Plan a safe approach to performing work at height • Use stepladders and leaning ladders safely	

Contact LALC to book Nimble eLearning —these cannot be booked via the LALC website

LALC Non-Core training: Not included within our Annual Training Scheme

Courses delivered directly by LALC or partners

eLearning - delivered by: £25 plus VAT per course.		
Course	Description	
COSHH Essentials	Every year, thousands of workers suffer from illnesses caused by hazardous substances in the workplace. By the end of this course, learners should be able to: • Explain what COSHH is and why it's important in the workplace • Identify and interpret the hazard symbols used in COSHH • Recognise hazardous substances you might encounter at work and understand their risks to your health • Use control measures and safe handling to minimise your exposure to hazardous substances	
Infection Control Essentials	This course covers the fundamentals of how to slow the spread of those harmful microbes which can make us unwell. T he online learning is aimed at anyone who might come into contact with infections during their work. Reducing the spread of everyday illnesses is desirable for everyone. We all want fewer periods of illness and less risk of passing infection on to others!	
Unconscious Bias Essentials	Have you ever jumped to the wrong conclusion or misjudged someone you just met? We all do it, with just about everyone we come across. We make snap judgements about people based on the very little information we know about them. And mostly, we do it without even knowing. Our unconscious biases can have a big influence on how we feel about people and affect the decisions we make every day. Because these biases are often rooted in inaccurate or incomplete information, they can lead to unfair assumptions and poor decision-making, without us realising. This course aims to increase your awareness of unconscious bias and give practical tips on how you can reduce the effect it has on your decisions, attitudes and behaviour.	

Contact LALC to book Nimble eLearning — these cannot be booked via the LALC website

LALC Non-Core training: Not included within our Annual Training Scheme

Courses delivered directly by LALC or partners

eLearning - delivered by: £25 plus VAT per course.		
Local (parish and town) council courses		
Course	Description	
Introduction to local councils	This course was developed by Warwickshire Association of Local Councils (WALC) and is suitable for new councillors and council officers. It includes a range of activities to help you develop your knowledge of parish and town councils. By the end of this course, you should be able to: • Understand the role of the local councillor • Identify the council's purpose • Appreciate how decisions are made • Identify the principles of public life • Recognise the council's legal context • Understand how the council manages its money	
Introduction to planning for local councils	This course was developed by Warwickshire Association of Local Councils (WALC) and is suitable for new councillors and council officers. It includes a range of activities to help you develop your knowledge of parish and town councils. By the end of this course, you should know: • What is planning? • Role of the Parish Council • What is controlled by planning • Types of planning applications • Material & non-material considerations • The parish council recommendation • Planning conditions • Developer contributions	
Understanding precepts	This course was developed by Warwickshire Association of Local Councils (WALC) and is suitable for councillors, clerks and other officers who may be new to the role or would like information on what the precept is and how it works for the council. By the end of this course, you should know: • What a precept is and how a Parish Council receives it • What a Parish Council needs to do in preparation for setting it • How a Parish Council can justify the money it seeks • Who should be consulted	

Contact LALC to book Nimble eLearning — these cannot be booked via the LALC website

LALC Non-Core training: Not included within our Annual Training Scheme

Courses delivered directly by LALC or partners

eLearning - delivered by: £25 plus VAT per course.		
Local (parish and town) council courses		
Course	Description	
First Aid essentials	This course covers first aid provisions in low-risk workplaces. It provides top-line guidance on how employees can deal with some common accident and medical emergency scenarios. By the end of this course, you should be able to: • Identify first aid support measures available in your workplace • Call for an ambulance and be prepared for the questions they'll ask • Recognise common medical emergencies and injuries that could occur in a low-risk workplace • Apply basic first aid principles if someone becomes suddenly ill or injured at work	
Mental Health essentials	This course aims to provide you with everyday tools to help you manage your mental well-being and become a more supportive and compassionate colleague. By the end of this course, you should be able to: • Use the mental health continuum to assess your wellbeing and communicate how you're feeling • Use the five steps to wellbeing and circle of influence to help improve your wellbeing • Spot some of the signs of poor mental health in others • Take steps to create a more supportive workplace environment	
Neurodiversity at work essentials	This course explores how we can create a more neuro-inclusive culture at work. It highlights the benefits of neurodiverse teams, and highlights workplace challenges and reasonable adjustments that can be made to support neurodiverse employees. By the end of this course, you should be able to: • Explain what is meant by the term neurodiverse • Recognise the benefits of neurodiversity at work • Identify how a typical work environment could significantly impact a neurodiverse employee's daily life • Support and implement small adjustments that could benefit neurodiverse employees in your workplace	
Working with volunteers essentials	This course covers the essentials of effective volunteer management, including key legal considerations and different approaches to working with volunteers successfully. By the end of this course, you should be able to: • Identify the key differences between volunteers and paid staff • Describe the primary legal considerations when working with volunteers • Apply effective strategies to help support and manage your volunteers • Recognise the importance of valuing and developing your volunteers	

Contact LALC to book Nimble eLearning — these cannot be booked via the LALC website

LALC Non-Core training: Not included within our Annual Training Scheme

Courses delivered directly by LALC or partners

eLearning - delivered by: £25 plus VAT per course.		
Local (parish and town) council courses		
Course	Description	
Cyber security awareness: Basic	This course, developed by cyber security specialists Cyber Security Associates, is designed to give better insight into the day-to-day cyber challenges. Providing practical advice on safeguarding company and personal information at work and home and offering techniques for identifying potential or actual cyber-attacks. By the end of this course, you should be able to: • Understand that cyber is more than just IT • Understand the concept of the Internet of Things • Have a better understanding of how data protection laws are changing • Explain the key differences between the outside and inside cyber threats and what constitutes these types of threats • Understand the importance of passwords and their security in defending information against a cyber threat • Understand what makes up your digital footprint and how it can be used as a means of attack • Remember ways to control and manage your digital footprint • Identify ways to stay cyber safe while at work, at home and working on the move • Know what to do if any of your accounts are compromised or hacked	
Cyber security awareness: Password management	This course, developed by cyber security specialists Cyber Security Associates, is designed to provide clear and concise guidance on using passwords and other protection methods to keep your information and data safe and secure. By the end of this course, you should be able to: • Understand the definition of a password and where it originated from • Be able to recognise what both common and vulnerable passwords would look like • Differentiate between a password and a passphrase • Understand how passwords can be attacked and breached • Identify that there are various other security measures in place to protect your password	

Contact LALC to book Nimble eLearning — these cannot be booked via the LALC website

LALC Non-Core training: Not included within our Annual Training Scheme

Courses delivered directly by LALC or partners

eLearning - delivered by: £25 plus VAT per course.			
Local (parish and town) council courses			
Course		Description	
Cyber security awareness: Phishing		This course, developed by cyber security specialists Cyber Security Associates, is designed to enhance knowledge of one of the fastest-growing cyber attack methods: phishing. Useful for anyone who works with digital devices and provides details of information security threats, attack methods, and tips and techniques on safeguarding. By the end of this course, you should be able to: • Understand the definition and different types of phishing • Explain why phishing attacks are used and how your digital footprint can be exploited for these attacks and social engineering purposes • Examine the rise of cybercrime and why phishing continues to be a key tool and technique for attacks • Understand the different types of phishing attacks and how the complexity of each one can be completely different • Know the best way to respond to phishing attacks when at work and home	
Cyber security awareness: Video conferencing		This course, developed by cyber security specialists Cyber Security Associates, is designed to examine the different methods of videoconferencing and the processes and technology that can be used to protect these services. By the end of this course, you should be able to: • Appreciate the history and evolution of video conferencing • Understand the hardware and software used for video conferencing • Understand the different types of threats and attacks against video conferencing platforms • Know how to stay cyber safe when setting up and using your video conferencing platform • Understand the measures to keep your meetings secure	

Contact LALC to book Nimble eLearning — these cannot be booked via the LALC website

LALC Non-Core training: Not included within our Annual Training Scheme

Courses delivered directly by LALC or partners

eLearning - delivered by: £25 plus VAT per course.		
Course	Description	
Standards in public life 	This module is primarily designed to support those elected or co-opted and/or working in local councils, to understand the principles of conduct expected of all councillors. Information is based upon national model code of conduct produced by The Local Government Association but recognises that councillors must abide by your own council's code of conduct, and so also provides some generic support for those wishing to better understand the behaviours expected of all councillors.	
Respectful and positive social media for councils and councillors 	This introductory module from Breakthrough Communications will consider the opportunities and risks associated with social media from a civility and respect perspective. It will explore a range of proactive and pre-emptive strategies councils and councillors can put in place to set themselves up for success. It will explore what to do if things go wrong and how to manage a range of scenarios from trolling to harassment and what practical steps you can take,	
Leadership in challenging situations for councils and councillors 	This introductory module from Breakthrough Communications will consider different leadership styles in the context of your role at the council, exploring which styles we personally 'default' to and which styles can work effectively for different situations. It will also discover how to build, support and get the most from an effective and motivated team.	
An introduction to emotional Intelligence and personal resilience 	This introductory module from Breakthrough Communications will develop a better understanding of where our behaviour comes from and will consider what emotional intelligence and resilience means for us in the context of our roles within the council. There will be opportunities to explore role-focussed scenarios and consider how we might respond to them. It will also explore strategies to deal with and manage a range of situations.	

Contact LALC to book Nimble eLearning —these cannot be booked via the LALC website

LALC Non-Core training: Not included within our Annual Training Scheme

Courses delivered directly by LALC or partners

eLearning - delivered by: £25 plus VAT per course.		
Course	Description	
An introduction to changing behaviours 	Best-selling author and leading authority on resilience and behavioural agility, Liggy Webb, teaches us how we can rewire our brains to form new neural connections, freeing ourselves from pre-learnt behaviours to bring about positive change. By the end of this course, you should be able to: • Be aware of how habits and behaviours form • Understand the psychological habit loop • Identify and focus on what you want to change • Set yourself an action plan to make positive behavioural changes	
An introduction to resilience 	Best-selling author and leading authority on resilience and behavioural agility, Liggy Webb, brings us the core principles and practical advice needed to build our personal resilience via positivity and the ability to successfully deal with change. By the end of this course, you should be able to: • Understand the fundamental principles of personal resilience • Be more aware of the benefits of being open and receptive to change • Think positively and view challenges more optimistically • Take personal responsibility and commit to positive action	
An introduction to behavioural agility 	Best-selling author and leading authority on resilience and behavioural agility, Liggy Webb, shows us how to reduce unhealthy stress and lighten our loads by adopting a growth mindset and embracing change. By the end of this course, you should be able to: • Adopt a growth mindset and explore your potential • Understand how to positively embrace change as an essential evolution for personal success • Let go of unhelpful thinking and learn to manage uncertainty and complexity • Tap into your dynamic capability and be bolder	
Mental health awareness 	This course has been developed by healthcare training experts, Espirita. It seeks to highlight the issues related to mental health disorders and ensure that learners are equipped with practical knowledge on how to recognise, manage and support those suffering from poor mental health—which could include themselves.	

Contact LALC to book Nimble eLearning — these cannot be booked via the LALC website

After each training session you will be sent an email asking you to complete a short feedback form (**CLICK ON THE FEEDBACK LINK**). Please take the time to complete this. Without your feedback, we cannot assess the effectiveness of the training we provide.

If you're looking for training not currently on our schedule, please let us know.

The LALC Annual Training Scheme (ATS): 1st April 2025—31st March 2026

CORE training is included in the ATS. This covers essential training that is common to all councils. Light refreshments e.g. tea/coffee are provided. Member councils will be invoiced £13.00 plus VAT per delegate to cover lunch for full day (in-person) events.

Councils who are not members of the ATS can still attend but additional charges apply (as per non-core training below).

NON-CORE training is not included in the ATS and an additional charge of £35 plus VAT per delegate for any morning/afternoon/evening session (including refreshments) will apply. There will be a charge of £78 plus VAT per delegate for an all-day in person event (including lunch and refreshments). An all-day remote session will be charged at £65 plus VAT.

Non-core charges apply to ATS and non-ATS members.

Please note that ATS charges are in addition to the LALC annual membership fees.

Bookings

Bookings should be made by the Clerk via the online portal, unless otherwise specified. When booking via the portal, **please ensure that delegate email addresses are correct**, otherwise they will not receive joining instructions. For those courses specifying 'contact LALC', email enquiries@lalc.co.uk.

*Please notify us if a delegate has specific dietary, learning or access requirements when booking.

Cancellations

- For part day courses – please ensure we receive cancellations at least 48 hours in advance
- For full day events – please ensure we receive cancellations at least 5 working days in advance, as we need to pre-order and pay for lunches

Due to persistent non-attendance at booked events, it is unfortunate that LALC have had to amend the way we impose our cancellation fees. All members are charged 50% of the training cost when insufficient notice is received (as above) for non-attendance at training events. No shows will be charged at 100% of the course fee. All charges are regardless of whether the council is a member of the ATS or not.

Contact us

Office: 01673 866596

Mobile 1: (Katrina) 07422 963475

Mobile 2: (Andrew) 07549 019842

PAPER G

Officer Report to the Council

Report Author: Rachel Allbones

Report Date: 30 December 2025



Gainsborough

TOWN COUNCIL

Subject: Precept 2026/27

Summary

This report provides an update on the 2026/27 actual tax base.

Background

Following the email received on 8 December from WLDC which provided the updated actual taxbase for 2026/27, a further email was received on 29 December containing a revised taxbase figure.

The revised tax base represents a decrease from the previous figure. As a result, the percentage increase is now **4.72%**, rather than the **3.69%** increase previously proposed by the Finance & Staffing Committee.

A	B	C	D	E	F	G	H	I
Parish Council Precept Calculator 2026/27								
Please select your parish from the list below. Enter your estimated precept in the YELLOW box (line A). The council Tax charge is then calculated at F with the % change on the previous year								
Select Parish using the dropdown arrow by clicking on cell B5								
Parish	Gainsborough							
		2025/26	2026/27					
A	Budget Requirement	691,000.00	748,220.00					
B	WLDC Contribution	100.00	100.00					
C	Council Tax Requirement (A-B)	690,900.00	748,120.00					
D	Tax Base (Band D equivalents) - Estimate 26/27	5,198.55	5,375.41					
E	Precept (Council Tax Charge) (C divided by D) £	132.90	139.17					
F	Council Tax Increase/Decrease (+/-)		4.72%					
For a 0% tax increase the Precept needs to be:			714,505.13					

Proposed Budget 2026 / 2027

17/12/2025

	Actual Spend 2024/25	Revised Budget 2025/26	Net Expenditure to 08/12/25	Proposed Budget 2026/27	% Change
	£	£	£	£	%
EMPLOYEE COSTS	375,729	430,535	282,649	454,850	5.65
ADMINISTRATION	42,690	49,696	28,739	49,058	-1.28
GROUNDS MAINTENANCE	46,453	53,808	28,481	70,240	30.54
RICHMOND HOUSE & PARK	24,094	50,888	27,406	50,495	-0.77
SPORTS GROUNDS	27,375	37,600	13,704	33,594	-10.65
CEMETERY	-8,720	5,443	-13,719	18,846	246.24
PLAY AREAS	7,258	9,200	2,427	9,200	0.00
ALLOTMENTS	5,430	7,860	2,145	12,737	62.05
PUBLIC REALM	2,439	7,660	4,619	7,100	-7.31
EVENTS	2,170	2,300	-975	4,300	86.96
CHRISTMAS LIGHTS	26,288	30,010	24,536	34,800	15.96
CIL	-34,367	0	0	0	#DIV/0!
NEIGHBOURHOOD PLAN	0	6,000	0	3,000	-50.00
TOTALS	516,839	691,000	400,011	748,220	8.28
Net Operating Cost	516,839	691,000	400,011	748,220	8.28
WLDC Council Tax Support Grant	0	0	0	0	#DIV/0!
WLDC Precept Contribution	100	100	100	100	0.00
Precept Request to WLDC	645,216	690,900	690,900	748,120	8.28
(Deficit)/Surplus	128,477	0	290,989	0	
Tax Base	5,000.53	5,198.55		5,428.54	
Precept (Council Tax Charge)	£129.03	£132.90		£137.81	
Band D Per week	£2.48	£2.56		£2.65	
Council Tax Increase / Decrease	4.07%	3.00%		3.69%	

The council tax base is the total number of Band D equivalent dwellings liable for council tax after discounts, exemptions and premia (the total number of dwellings on the valuation list is subject to a range of discounts and exemptions that reduce the effective tax base)

Proposed Budget 2026 / 2027

17/12/2025

Code	EMPLOYEE COSTS	Actual Spend 2024/25	Revised Budget 2025/26	Net Expenditure to 08/12/25	Proposed Budget 2026/27	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
1000	Payroll	366,330	418,000	276,433	442,000	5.74	
1000/1	Gross Salary	297,727	317,000	207,492	340,000	7.26	x11 Members of staff
1000/2	Employer NI Contribution	27,603	40,000	25,726	42,000	5.00	as above
1000/3	Employer Pension Contribution	41,000	60,000	43,215	56,000	-6.67	19.2% (25/26 rate) - currently x8 Members of staff £20,000 in in earmarked reserves for 2025/26
1000/4	Agency Staff	0	1,000	0	4,000	300.00	Contingency
1010	Travel and Training	3,054	5,800	1,961	5,800	0.00	
1010/1	Staff Travel	54	700	317	700	0.00	Estimated staff travel costs
1010/2	Staff Training	3,000	5,000	1,643	5,000	0.00	To be used for iHasco, 36month contract and other relevant training
1010/3	Staff Car Business Insurance Reimbursement	0	100	0	100	0.00	For car business insurance for Ops Manager
1020	Workwear & ID	1,895	2,750	1,918	2,750	0.00	
1020/1	Staff Workwear	1,871	2,500	1,768	2,500	0.00	Workwear costs
1020/2	H & S / First Aid	23	200	133	200	0.00	
1020/3	Staff ID Badge	0	50	17	50	0.00	
1030	HR	4,451	3,985	2,338	4,300	7.90	
1030/1	Accountant - Payroll Services	1,183	1,505	753	1,600	6.31	Estimated annual charge
1030/2	HR Provider	996	1,200	785	1,700	41.67	Estimated annual charge
1030/3	Occupational Health	1,675	800	800	500	-37.50	Audio Assessments for grounds team
1030/4	Recruitment	597	480	0	500	4.17	Budget if needed
	TOTAL EXPENDITURE	375,729	430,535	282,649	454,850	5.65	

Proposed Budget 2026 / 2027

17/12/2025

Code	ADMINISTRATION	Actual Spend 2024/25	Revised Budget 2025/26	Net Expenditure to 08/12/25	Proposed Budget 2026/27	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
2000	Office Supplies & Telecom	15,399	13,750	8,226	20,050	45.82	
2000/1	IT Services and Maintenance	8,411	7,200	4,608	13,500	87.50	Email services and maintenance, increase due to Cllr laptops. office IT will require upgrading in the near future
2000/2	Printing	2,026	1,600	968	1,600	0.00	Photocopier printing charges
2000/3	Postage and Stationery	1,012	1,300	801	1,300	0.00	Postage charges
2000/4	Office Equipment	145	500	228	500	0.00	
2000/6	Telephone & Broadband	2,356	1,500	766	1,500	0.00	Office phoneline & broadband charges
2000/7	Mobiles	1,349	1,500	856	1,500	0.00	x4 mobile contracts + 4 payg mobiles currently, may change to x8 contracts
2000/8	Shredding	100	150	0	150	0.00	Confidential shredding
2010	Publicity	542	550	240	550	0.00	
2010/1	Annual Public Meeting	0	100	0	100	0.00	Room hire & refreshment costs
2010/2	Sponsorship	0	0	0	0	#DIV/0!	
2010/3	Website	200	450	240	450	0.00	Website hosting and maintenance fees
2010/4	Publicity (newsletter etc)	342	0	0	0	#DIV/0!	Potential newsletter or other publicity
2020	Subscriptions	3,083	3,843	873	3,248	-15.48	
2020/1	LALC	2,858	2,900	0	3,000	3.45	Estimated annual subscription
2020/2	The National Allotment Society	70	70	0	70	0.00	Annual subscription
2020/4	ICCM	100	105	105	105	0.00	Annual subscription
2020/5	Publications	0	0	0	0	#DIV/0!	Not expecting to purchase any publications
2020/6	Information Commissioners Office	55	73	73	73	0.00	Annual subscription
2020/7	NALC	0	0	0	0	#DIV/0!	Local Council Award Scheme
2020/8	Breakthrough Comms DP Compliance	0	695	695	0	-100.00	
2030	Democratic & Civic	21,415	19,670	5,876	15,190	-22.78	
2030/1	Civic Service	817	1,200	0	1,600	33.33	Estimated cost
2030/2	Civic Regalia & Past Mayor badge	1,983	500	3	500	0.00	Mayoral chain repairs - Medal purchased for 2025.
2030/3	Citizen of the Year Award	3	0	0	0	#DIV/0!	Medals purchased for 2025, 26, 27
2030/5	Mayors Allowance	500	500	0	500	0.00	As set out in Members Allowances Policy
2030/6	Mayors Expenses	923	1,500	192	1,500	0.00	As set out in Members Allowances Policy
2030/7	Mayors Cadet	0	0	0	100	#DIV/0!	Estimated expenses if a cadet is appointed
2030/8	Election Costs	16,503	15,000	5,227	10,000	-33.33	Potential elections costs
2030/9	Councillor Training	195	300	300	300	0.00	LALC annual training scheme
2030/10	Councillor Travel	0	100	26	100	0.00	Travels allowance to training events
2030/11	Councillor ID	17	130	128	50	-61.54	ID Badge
2030/12	Miscellaneous Expenses	41	0	0	100	#DIV/0!	Meeting refreshments
2030/13	AdvantEDGE Admin+ & Asset Manager	434	440	0	440	0.00	Annual contract
2040	Grants	4,138	8,919	4,364	6,090	-31.72	
2040/1	S137 - GPC	138	120	114	90	-25.00	Poppy wreath purchase x3
2040/2	Community Grants	4,000	8,799	4,250	6,000	-31.81	Earmark any unspent budget

Proposed Budget 2026 / 2027

17/12/2025

Code	ADMINISTRATION	Actual Spend 2024/25	Revised Budget 2025/26	Net Expenditure to 08/12/25	Proposed Budget 2026/27	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
2060	Insurance	12,856	22,014	22,014	17,000	-22.78	
2060/1	Zurich Municipal	12,856	13,792	13,792	15,000	8.76	New cover required in June 2026
2060/2	Claims expenses	0	8,222	8,222	0	-100.00	
2060/3	Valuations	0	0	0	2,000	#DIV/0!	Update valuations, last undertaken June 2022
2070	Finances	3,412	3,580	1,816	3,580	0.00	
2070/1	Internal Auditor	545	700	0	700	0.00	Estimated charge
2070/2	External Auditor	1,680	1,680	1,680	1,680	0.00	Annual return charge
2070/4	Edge Design - Finance Software	897	900	0	900	0.00	Annual charge for software
2070/5	Bank Charges	290	300	136	300	0.00	Estimated annual charge
2080	Legal Fees	563	3,000	1,619	3,000	0.00	
2080/1	General	563	3,000	1,619	3,000	0.00	Estimated annual charge
2080/2	Roses Legal Fees	0	0	0	0	#DIV/0!	
TOTAL EXPENDITURE		61,408	75,326	45,027	68,708	-8.79	
	INCOME	18,718	25,630	16,287	19,650	-23.33	
205/1	HSBC Bank Account Interest	15,735	8,000	2,305	3,000	-62.50	
205/2	CCLA Account Interest	1,311	8,000	5,911	15,000		
210	Insurance Reimbursement (GTF)	1,632	1,558	0	1,650	5.91	
215	Legal Fee Reimbursement	40	0	0	0	#DIV/0!	
220	Subject Access Request / FOI	0	0	0	0	#DIV/0!	
225	Insurance Claims	0	8,072	8,072	0	-100.00	
TOTAL INCOME		18,718	25,630	16,287	19,650	-23.33	
NET EXPENDITURE		42,690	49,696	28,739	49,058	-1.28	

Proposed Budget 2026 / 2027

17/12/2025

Code	GROUPS MAINTENANCE	Actual Spend 2024/25	Revised Budget 2025/26	Net Expenditure to 08/12/25	Proposed Budget 2026/27	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
3000	Vehicle Costs	20,712	18,968	12,456	20,000	5.44	
	Ford Transit Tipper	1,509	0	0	0	#DIV/0!	Lease agreement ended
	Ford Transit Custom Van	1,802	0	0	0	#DIV/0!	Lease agreement ended
	Citroen Berlingo Van	1,564	0	0	0	#DIV/0!	Lease agreement ended
3000/1	Renault Trafic Van x2	8,134	10,500	6,940	10,500	0.00	New 3 year lease taken out July 2024
3000/2	Peugeot Partner	0	468	468	1,500	220.51	Purchased in July 2025
3000/3	Vehicle Maintenance	299	300	184	300	0.00	Estimated maintenance costs
3000/4	Fuel	6,748	7,000	4,864	7,000	0.00	Estimated fuel costs, no longer use red and increase fuel costs
3000/5	Trailer Maintenance	657	700	0	700	0.00	Estimated trailer service cost
3010	Grounds Maintenance - All Sites	37,284	46,000	27,895	61,400	33.48	
3010/1	Consumable stock	1,498	1,000	638	1,000	0.00	Tape, padlocks, cable ties, drill bits etc
3010/2	Equipment Service & Maintenance	14,925	10,000	4,096	10,000	0.00	Estimated maintenance and services costs for all equipment
3010/3	New Grounds Equipment	6,172	6,000	4,673	9,500	58.33	New equipment (line marker, bowser, stump grinder, sprayer, gutter vacuum)
3010/4	Footpath/Roadway Maintenance	4,248	10,000	0	10,000	0.00	Possible works for all sites, plus earmark any unspent budget
3010/5	Tree Maintenance	1,050	5,000	5,000	10,000	100.00	plus £7,350 in earmarked reserves for codes 4000/23, 5000/19, 5010/19, 5020/11, 6000/13, 6010/3
3010/6	Weed Killing (spraying)	707	900	896	900	0.00	All site weed killing
3010/7	Green Waste Removal	0	0	0	0	#DIV/0!	£1,118.32 in earmarked reserves
3010/8	Hedge Cutting	0	0	0	0	#DIV/0!	Now carried out inhouse
3010/9	Grit	0	0	0	1,000	#DIV/0!	Winter grit purchase for all sites
3010/10	Tree Safety Survey	2,000	0	0	2,500	#DIV/0!	Annual tree inspection survey
3010/11	Health & Safety & First Aid	7	500	0	500	0.00	
3010/12	Highway Verge Cutting	6,677	12,600	12,592	16,000	26.98	Estimate for up to 10 cuts
3010/13	Wildflower Verges	0	0	0	0	#DIV/0!	None envisaged
3020	Cleaning Products	1,001	1,700	935	1,700	0.00	
3020/1	Cleaning Products & Refuse Bags	1,001	1,700	935	1,700	0.00	For Marshalls, Richmond House, Levellings & Gen Cem
	TOTAL EXPENDITURE	58,997	66,668	41,286	83,100	24.65	
	INCOME						
	Vehicle Hire, Grass Verges and Sales	12,544	12,860	12,805	12,860	0.00	
300/1	Vehicle Hire	0	0	0	0	#DIV/0!	
300/2	LCC Contribution towards Highway Verge Cutting	12,360	12,660	12,661	12,660	0.00	
320	Sale of Grounds Equipment	0	0	0	0	#DIV/0!	
330	Scrap	184	200	144	200	0.00	
	TOTAL INCOME	12,544	12,860	12,805	12,860	0.00	
	NET EXPENDITURE	46,453	53,808	28,481	70,240	30.54	

Proposed Budget 2026 / 2027

17/12/2025

Code	RICHMOND HOUSE & PARK	Actual Spend 2024/25	Revised Budget 2025/26	Net Expenditure to 08/12/25	Proposed Budget 2026/27	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
4000	Richmond Park & House	38,638	59,423	30,432	59,030	-0.66	
4000/1	Rates	3,400	3,543	2,658	3,600	1.61	Estimated annual non-domestic rates bill
4000/2	House & Buildings Maintenance	8,355	25,000	11,788	25,000	0.00	Possible demolition works of outbuildings, plus £5,052.66 in earmarked reserves for remainder of window renovations and internal works
4000/3	Gas	3,051	3,500	1,522	3,500	0.00	Estimated annual charge
4000/4	Electricity - Main House	2,484	3,500	1,636	3,500	0.00	Estimated annual charge
4000/5	Electricity - Flat	1,293	1,500	719	1,500	0.00	Estimated annual charge
4000/6	Electricity - Greenhouse	1,215	1,300	677	1,300	0.00	Estimated annual charge
4000/7	Anglian Water	504	700	220	700	0.00	Estimated annual charge
4000/8	WaterPlus	374	600	431	600	0.00	Estimated annual charge
4000/9	PAT Testing	393	410	410	420	2.44	Estimated annual charge
4000/10	Fire Extinguisher & Emergency Light Service	1,227	2,000	648	1,500	-25.00	Estimated annual service costs
4000/11	Security / Fire Alarm Service & Maintenance	643	1,000	878	700	-30.00	Annual service & maintenance costs
4000/12	Security / Fire Alarm Response	0	600	150	600	0.00	Annual charge plus potential contractor call out charges
4000/13	Alarm Phone Line	611	600	384	600	0.00	Estimated annual charge
4000/14	Legionella Monitoring	819	685	0	685	0.00	Annual testing costs, no longer require tank clean
4000/15	Premises Licence Fee	180	180	0	180	0.00	WLDC licence charge
4000/16	Boiler Service & Repairs	3,038	300	363	300	0.00	Annual service costs
4000/17	Fixed Electrical Testing	0	0	0	0	#DIV/0!	Fixed electrical testing due 2028/29
4000/18	Ground Maintenance	1,422	2,000	1,482	2,000	0.00	For general ground repairs & maintenance £3,550 in earmarked reserves for compound fence
4000/19	Waste Management	2,678	3,500	2,364	3,500	0.00	WLDC charge for bin collections & occasional skips
4000/20	Aviary	0	0	0	0	#DIV/0!	£1,000 in earmarked reserves from sale
4000/21	Bedding Plants	1,058	1,600	1,173	2,000	25.00	Summer and winter bedding plants
4000/22	Outdoor Toilet Renovations & Maintenance	2,000	1,000	0	1,000	0.00	£1,008.78 in earmarked reserves
4000/23	Tree/Hedge Maintenance	0	0	0	0	#DIV/0!	see 3010/5 plus £7,300 in earmarked reserves for codes 4000/23, 5000/19, 5010/19, 5020/11, 6000/13, 6010/3
4000/24	Footpath / Road Maintenance	0	0	0	0	#DIV/0!	None envisaged
4000/25	New / maintenance of Litter Bins	0	1,000	1,000	1,000	0.00	Bins replaced in 2025.
4000/26	Fountain Maintenance & Repairs	0	0	100	0	#DIV/0!	For any repairs required
4000/27	Flag pole maintenance & repairs	120	180	180	120	-33.33	For any repairs required
4000/28	New Grounds Furniture	0	2,000	1,130	2,000	0.00	New picnic benches will be require for 2026/27.
4000/29	Play Equipment Maintenance	0	0	0	0	#DIV/0!	Refer to code 7000
4000/30	Wet pour Repairs	0	0	0	0	#DIV/0!	Refer to code 7005
4000/31	CCTV, fibre broadband & line	2,635	2,600	430	2,600	0.00	WLDC charge for CCTV monitoring + phoneline & fibre
4000/32	Conservatory demolition	1,051	0	0	0	#DIV/0!	£40,000 in earmarked reserves for remaining project
4000/33	First Aid & Defibrillator	88	125	92	125	0.00	WLDC Defibrillator scheme
4000/34	Cleaning Contractor	0	0	0	0	#DIV/0!	Temporary whilst didn't have a cleaner
TOTAL EXPENDITURE		38,638	59,423	30,432	59,030	-0.66	

Proposed Budget 2026 / 2027

17/12/2025

Code	RICHMOND HOUSE & PARK	Actual Spend 2024/25	Revised Budget 2025/26	Net Expenditure to 08/12/25	Proposed Budget 2026/27	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
	INCOME						
	Richmond Park & House	14,544	8,535	3,026	8,535	#DIV/0!	
400/1	Office Hire (Registrar)	4,035	4,035	3,026	4,035	0.00	Current lease charge, to be renewed in 2026
400/2	Registrar Service Recharge	10,509	4,500	0	4,500	0.00	Estimate service recharge
400/3	Room Hire	0	0	0	0	#DIV/0!	
	TOTAL INCOME	14,544	8,535	3,026	8,535	0.00	
	NET EXPENDITURE	24,094	50,888	27,406	50,495	-0.77	

Proposed Budget 2026 / 2027

17/12/2025

Code	SPORTS GROUNDS	Actual Spend 2024/25	Revised Budget 2025/26	Net Expenditure to 08/12/25	Proposed Budget 2026/27	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
5010	Marshalls	48,178	51,518	24,807	48,507	-5.84	
5010/1	Rates	11,228	11,227	8,420	11,400	1.54	Estimated annual non-domestic rates bill
5010/2	Main Pavilion Maintenance	1,625	5,000	1,775	5,000	0.00	Essential maintenance costs & possible decoration plus £5,821.89 in earmarked reserves
5010/3	Bowls Pavilion / Outbuilding Maintenance	449	1,100	1,072	1,000	-9.09	Maintenance
5010/4	Hygiene Services	235	245	126	245	0.00	phs service charge
5010/5	Gas - Main Pavilion	7,211	6,000	1,953	6,000	0.00	Estimated annual charge
5010/6	Gas - Bowls Pavilion	0	0	0	0	#DIV/0!	Estimated annual charge
5010/7	Electricity - Main Pavilion	3,686	5,000	2,076	5,000	0.00	Estimated annual charge
5010/8	Electricity - External Changing	548	700	408	800	14.29	Estimated annual charge
5010/9	Electricity - Bowls Pavilion	118	50	3	200	300.00	Estimated annual charge
5010/10	Anglian Water	540	500	284	500	0.00	Estimated annual charge
5010/11	WaterPlus	439	500	276	500	0.00	Estimated annual charge
5010/12	PAT Testing	25	40	40	40	0.00	Estimated annual charge
5010/13	Fire Extinguisher & Emergency Light Service	1,611	1,500	1,170	1,500	0.00	Estimated annual service & maintenance costs
5010/14	Security / Fire Alarm	1,007	700	687	700	0.00	Annual service & maintenance costs
5010/15	Legionella Monitoring	537	537	0	537	0.00	Estimated annual testing costs
5010/16	Premises Licence Fee	180	180	0	180	0.00	WLDC licence charge
5010/17	Boiler Service and Repairs	1,000	800	290	800	0.00	Annual service costs
5010/18	Solar Panel Service & Repairs	0	0	0	0	#DIV/0!	Estimated annual maintenance costs
5010/19	Water Tank Service & Repair	0	0	0	0	#DIV/0!	Estimated annual maintenance costs
5010/20	Fixed Electrical Testing	0	0	0	0	#DIV/0!	Fixed electrical testing due 2028/29
5010/21	Ground Maintenance & Renovations - Cricket	1,435	2,200	1,157	2,000	-9.09	Estimate for renovations
5010/22	Ground Maintenance & Renovations - Bowls	2,164	1,500	1,455	1,500	0.00	Estimate for renovations
5010/23	Ground Maintenance & Renovations - Football	4,311	2,000	839	2,000	0.00	Deep tine aeration, apply selective herbicide and sow and seed goals mouths, now in house
5010/24	Ground Maintenance & Renovations - General	2,465	2,000	0	2,000	0.00	Line marking paint
5010/25	Tree & Hedge Maintenance	1,233	860	860	900	4.65	for roadside hedge see 3010/5 plus £7,300 in earmarked reserves for codes 4000/23, 5000/19, 5010/19, 5020/11, 6000/13, 6010/3
5010/26	Ditch Clearance	0	0	0	0	#DIV/0!	Cleared in 2024/25, due again in 2027/28
5010/27	External Light Maintenance	618	500	0	500	0.00	Estimated annual maintenance costs
5010/28	Car Park Maintenance	500	500	0	500	0.00	Any essential repairs
5010/29	Waste Management	1,171	1,229	1,051	1,250	1.71	WLDC charge for bin collections
5010/30	CCTV Broadband & Phone line	2,126	2,200	452	2,200	0.00	WLDC charge for CCTV monitoring + phoneline & fibre
5010/31	First Aid & Defibrillator	88	200	92	200	0.00	Possible replacement first aid box and WLDC Defibrillator scheme
5010/32	AdvantEDGE Facilities	244	250	0	245	-2.00	Bookings software
5010/33	Drainage	1,385	0	0	0	#DIV/0!	To identify and locate leaks and drainage issues
5010/34	Cleaning Contractor	0	4,000	319	0	-100	Cleaning contractor up to March 2026.
5010/35	Roller Shutter servicing	0	0	0	810	#DIV/0!	Annual servicing required.

Proposed Budget 2026 / 2027

17/12/2025

Code	SPORTS GROUNDS	Actual Spend 2024/25	Revised Budget 2025/26	Net Expenditure to 08/12/25	Proposed Budget 2026/27	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
5020	Levellings	6,047	5,654	2,643	4,387	-22.41	
5020/1	Pavilion Maintenance	0	0	0	0	#DIV/0!	External works & internal decoration required, plus £1,640.33 in earmarked reserves
5020/2	Gas	457	450	260	450	0.00	Estimated annual charge
5020/3	Electricity	409	500	236	500	0.00	Estimated annual charge
5020/4	Anglian Water	113	150	43	150	0.00	Estimated annual charge
5020/5	WaterPlus	106	150	32	150	0.00	Estimated annual charge
5020/6	PAT Testing	0	0	0	0	#DIV/0!	No longer any electrical goods in side
5020/7	Fire Extinguisher & Emergency Light Service	171	287	287	300	4.53	Annual service costs
5020/8	Legionella Testing	537	537	0	537	0.00	Annual testing charges
5020/9	Boiler Service & Repair	113	250	75	250	0.00	Annual boiler service
5020/10	Fixed Electrical Testing	0	0	0	0	#DIV/0!	Fixed electrical testing due 2028/29
5020/11	Ground Maintenance & Renovations - Football	1,779	600	0	1,000	66.67	Deep tine aeration, apply selective herbicide and sow and seed goals mouths, now in house
5020/12	Ground Maintenance & Renovations - General	362	500	30	500	0.00	Line marking paint
5020/13	Tree Maintenance	0	0	0	0	#DIV/0!	see 3010/5 plus £7,300 in earmarked reserves for codes 4000/23, 5000/19, 5010/19, 5020/11, 6000/13, 6010/3
5020/14	Footpath Maintenance	409	1,680	1,680	0	-100.00	See 3010/4
5020/15	Fence Maintenance	413	500	0	500	0.00	Estimated maintenance costs
5020/16	First Aid & Defibrillator	0	50	0	50	0.00	Possible replacement first aid box, plus £400 in earmarked reserves for defibrillator
5020/17	Sports Equipment	1,177	0	0	0	#DIV/0!	Goals purchased in 2024.
TOTAL EXPENDITURE		54,225	57,172	27,449	52,894	-28	
INCOME							
500	Roses	7,750	0	0	0	#DIV/0!	
500/9	Sinking Fund	7,750	0	0	0	#DIV/0!	
510	Marshalls	17,866	18,972	13,497	18,700	-1.43	
510/1	Football	3,731	3,700	952	3,700	0.00	Estimated annual income
510/2	Cricket	781	984	984	1,000	1.63	Estimated annual income
510/3	Bowls	1,417	1,488	1,488	1,500	0.81	Estimated annual income
510/4	Room Hire	11,390	12,000	9,314	12,000	0.00	Estimated annual income
510/5	Training Pitch	496	800	709	500	-37.50	Estimated annual income
510/6	Key Deposits	50	0	50	0	#DIV/0!	
520	Levellings	1,234	600	249	600	0.00	
520/1	Football	1,234	600	249	600	0.00	Estimated annual income
520/2	Key Deposit	0	0	0	0	#DIV/0!	
TOTAL INCOME		26,850	19,572	13,746	19,300	-1.39	
NET EXPENDITURE		27,375	37,600	13,704	33,594	-10.65	

Proposed Budget 2026 / 2027

17/12/2025

Code	CEMETERY	Actual Spend 2024/25	Revised Budget 2025/26	Net Expenditure to 08/12/25	Proposed Budget 2026/27	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
6000	General Cemetery	34,665	52,429	19,187	61,146	16.63	
6000/1	Rates	7,348	8,483	6,362	8,500	0.20	Estimated annual non-domestic rates bill
6000/2	Chapel Maintenance	0	8,300	720	7,000	-15.66	Estimated maintenance plus £10,725 in earmarked reserves, earmark unspent budget
6000/3	Electricity	116	200	0	200	0.00	Estimated annual charge
6000/4	Anglian Water	359	500	368	500	0.00	Estimated annual charge
6000/5	WaterPlus	283	400	430	400	0.00	Estimated annual charge
6000/6	Fire Extinguisher & Emergency Light Service	137	100	95	100	0.00	Annual service costs
6000/7	Burial Software	846	846	0	846	0.00	Annual hosting charge
6000/8	Fixed Electrical Testing	0	0	0	0	#DIV/0!	Fixed electrical testing due 2028/29
6000/9	Ground & Building Maintenance	1,565	2,000	387	2,000	0.00	Estimated maintenance costs
6000/10	Waste Management	1,905	2,200	1,622	2,200	0.00	WLDC charge for bin collections black refuse bins, plus £1,000 in earmarked reserves for the compound
6000/11	Grave Digging	14,671	15,000	7,918	18,000	20.00	External contractor grave digging charges
6000/12	Toilet Maintenance	380	400	0	400	0.00	Estimated annual charge
6000/13	Tree Maintenance	0	0	0	0	#DIV/0!	see 3010/5 plus £7,350 in earmarked reserves for codes 4000/23, 5000/19, 5010/19, 5020/11, 6000/13, 6010/3
6000/14	Boundary Fence Maintenance	0	2,500	0	2,500	0.00	Essential maintenance works plus £10,500 in earmarked reserves for codes 6000/14 & 60102, earmark unspent budget
6000/15	Footpath/Roadway Repairs	0	0	0	0	#DIV/0!	See 3010/4
6000/16	Produce woodland burial and memorial wall	0	0	0	0	#DIV/0!	
6000/17	Extension B Burial Land Sinking Fund	0	9,500	0	10,500	10.53	Extension B sinking fund for future burial land plus £65,000 in earmarked reserves, ear mark unspent budget
6000/18	Drainage & standpipe repairs	3,956	1,000	125	1,000	0.00	Water leak repairs £1,500 in earmarked reserves earmark unspent budget
6000/19	Memorial Topple Testing	2,099	1,000	1,160	7,000	600.00	Retest of 2300 memorials tested in 2019/20 on the old side, and remedial works
6000/20	New / maintenance of Litter Bins	1,000	0	0	0	#DIV/0!	x10 new bins installed in 2024
6010	North Warren Cemetery	951	3,138	2,242	1,700	-45.83	
6010/1	Rates	951	1,188	892	1,200	1.01	Estimated annual non-domestic rates bill
6010/2	Boundary Fence Maintenance	0	500	0	500	0.00	Essential maintenance works plus £10,500 in earmarked reserves for codes 6000/14 & 60102, earmark unspent budget
6010/3	Tree Maintenance	0	0	0	0	#DIV/0!	see 3010/5 plus £7,300 in earmarked reserves for codes 4000/23, 5000/19, 5010/19, 5020/11, 6000/13, 6010/3
6010/4	Memorial Topple Testing	0	0	0	0	#DIV/0!	Carried out in house
6010/5	Ground Maintenance / Repairs	0	0	0	0	#DIV/0!	
6010/6	Grave Digging	0	1,450	1,350	0	-100.00	
TOTAL EXPENDITURE		35,616	55,567	21,429	62,846	13.10	

Proposed Budget 2026 / 2027

17/12/2025

Code	CEMETERY	Actual Spend 2024/25	Revised Budget 2025/26	Net Expenditure to 08/12/25	Proposed Budget 2026/27	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
	INCOME						
600	General Cemetery	44,336	47,000	34,900	44,000	-6.38	
600/1	Burial - Full Interments	20,210	20,000	13,154	20,000	0.00	Estimated income
600/2	Burial - Cremation Interments	9,585	9,000	5,596	9,000	0.00	Estimated income
600/3	Exclusive Right of Burial	7,356	9,000	8,190	8,000	-11.11	Estimated income
600/4	Use of chapel	0	0	0	0	#DIV/0!	Estimated income
600/5	Memorial Applications	7,185	9,000	7,959	7,000	-22.22	Estimated income
600/6	Exhumations	0	0	0	0	#DIV/0!	Estimated income
610	North Warren Cemetery	0	3124	248	0	-100.00	
610/1	Burial - Full Interments	0	1,760	0	0	-100.00	Estimated income
610/2	Burial - Cremation Interments	0	0	0	0	#DIV/0!	Estimated income
610/3	Exclusive Right of Burial	0	1,116	0	0	-100.00	Estimated income
610/4	Memorial Applications	0	248	248	0	-100.00	Estimated income
	TOTAL INCOME	44,336	50,124	35,148	44,000	-12.22	
	NET EXPENDITURE	-8,720	5,443	-13,719	18,846	246.24	

Code	PLAY AREAS	Actual Spend 2024/25	Revised Budget 2025/26	Net Expenditure to 08/12/25	Proposed Budget 2026/27	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
7000	All Site	2,516	6,000	264	6,000	0.00	
7000	Play Equipment Maintenance	2,000	5,000	264	5,000	0.00	For repairs of codes 7010 - 7080, plus £1,000 in earmarked reserves
7005	Wet pour Maintenance	516	1,000	0	1,000	0.00	Repair works carried out Nov 2022, start to build reserve For repairs of codes 7010 - 7080, plus £2,500 in earmarked reserves earmark any unspent budget
7010	Levellings	181	0	0	0	#DIV/0!	
7010/1	New Play Equipment	0	0	0	0	#DIV/0!	Refer to 7000
7010/2	Play Equipment Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7010/3	Skate Park Maintenance	0	0	0	0	#DIV/0!	Skate park now removed
7010/4	Ground Surface Repairs	0	0	0	0	#DIV/0!	Need to consider full park resurfacing
7010/5	New Benches / Litter Bins & Maintenance	181	0	0	0	#DIV/0!	Refer to 7000
7010/6	Dog Walk	0	0	0	0	#DIV/0!	Refer to 7000
7010/7	Future Development Project	0	0	0	0	#DIV/0!	
7020	Aisby Walk	2,413	2,000	1,393	2,000	0.00	
7020/1	Playing Field	0	0	0	0	#DIV/0!	Refer to 7000
7020/2	New Play Equipment	0	0	0	0	#DIV/0!	Refer to 7000
7020/3	Play Equipment Maintenance	2,413	0	0	0	#DIV/0!	Refer to 7000
7020/4	Skate Park Maintenance	0	2,000	1,393	2,000	0.00	For repair works £2,000 in earmarked reserves
7020/5	Ground Surface Repairs	0	0	0	0	#DIV/0!	Refer to 7000
7020/6	New Benches / Litter Bins & Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7020/7	Boundary & Tree Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7030	Play Areas - Danes Road	0	0	0	0	#DIV/0!	
7030/1	New Play Equipment	0	0	0	0	#DIV/0!	Refer to 7000
7030/2	Play Equipment Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7030/3	Ground Surface Repairs	0	0	0	0	#DIV/0!	Refer to 7000
7030/4	New Benches / Litter Bins & Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7030/5	Boundary Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7040	Play Areas - Mayflower Close	0	0	0	0	#DIV/0!	
7040/1	New Play Equipment	0	0	0	0	#DIV/0!	Refer to 7000
7040/2	Play Equipment Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7040/3	Ground Surface Repairs	0	0	0	0	#DIV/0!	Refer to 7000
7040/4	New Benches / Litter Bins & Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7040/5	Boundary Maintenance	0	0	0	0	#DIV/0!	
7080	Play Areas - St Georges	1,000	0	0	0	#DIV/0!	
7080/1	New Play Equipment	0	0	0	0	#DIV/0!	Refer to 7000
7080/2	Play Equipment Maintenance	1,000	0	0	0	#DIV/0!	Refer to 7000
7080/3	Ground Surface Repairs	0	0	0	0	#DIV/0!	Refer to 7000
7080/4	New Benches / Litter Bins & Maintenance	0	0	0	0	#DIV/0!	Refer to 7000
7080/5	Boundary Maintenance	0	0	0	0	#DIV/0!	Refer to 7000

Code	PLAY AREAS	Actual Spend 2024/25	Revised Budget 2025/26	Net Expenditure to 08/12/25	Proposed Budget 2026/27	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
7090	External Play area Inspections	1,148	1,200	770	1,200	0.00	Plus AdvantEdge Playgrounds and InspectEdge
	TOTAL EXPENDITURE	7,258	9,200	2,427	9,200	#DIV/0!	
	INCOME						
700	Funding	0	0	0	0	#DIV/0!	
700/1	Levellings	0	0	0	0	#DIV/0!	
700/2	Aisby Walk	0	0	0	0	#DIV/0!	£164,791.44 S106 funding not to be released until 2026/27
	TOTAL INCOME	0	0	0	0	#DIV/0!	
	NET EXPENDITURE	7,258	9,200	2,427	9,200	0.00	

Proposed Budget 2026 / 2027

17/12/2025

Code	ALLOTMENTS	Actual Spend 2024/25	Revised Budget 2025/26	Net Expenditure to 08/12/25	Proposed Budget 2026/27	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
8000	Allotments - Foxby Hill	5,007	4,827	4,674	10,315	113.69	
8000/1	Site Rent	1,000	1,038	1,038	1,075	3.56	Annual site rent
8000/2	Skip Hire	833	854	854	690	-19.20	Cost of x3 skips
8000/3	Water Charges	289	1,200	1,048	1,200	0.00	Estimate for one year supply
8000/4	Hedge Cutting	0	940	940	950	1.06	Now to be undertaken inhouse.
8000/5	Asbestos Management	750	0	0	0	#DIV/0!	Refer to 8060/2
8000/6	Miscellaneous expenditure	235	795	795	400	-49.69	
8000/7	Clearance	1,900	0	0	0	#DIV/0!	Clearance under taken in 2024
8000/8	Gate reset	0	0	0	6,000	#DIV/0!	
8010	Allotments - Love Lane	6,795	6,179	2,379	3,265	-47.16	
8010/1	Site Rent	1,000	1,037	1,038	1,075	3.66	Annual site rent
8010/2	Skip Hire	417	646	646	690	6.81	Cost of x3 skips
8010/3	Hedge Cutting	0	396	396	400	1.01	Estimate cost for annual cut
8010/4	Asbestos Management	0	0	0	0	#DIV/0!	Refer to 8060/2
8010/5	Miscellaneous expenditure	700	400	0	400	0.00	
8010/6	Pond Management	3,185	200	0	200	0.00	
8010/7	Drainage	1,494	3,500	300	500	-85.71	Dyke dredged in 2024, next dredging in 2027/28. £1,000 in earmarked reserves
8020	Allotments - North Warren	3,494	5,763	3,964	2,017	-65.00	
8020/1	Site Rent	0	0	0	0	#DIV/0!	Annual site rent - Council owned site
8020/2	Skip Hire	417	646	646	690	6.81	Cost of x3 skips
8020/3	Boundary Maintenance (Hedge cutting)	1,634	4,232	2,432	250	-94.09	Estimate cost for annual cut
8020/4	Asbestos Management	350	0	0	0	#DIV/0!	Refer to 8060/2
8020/5	Japanese Knotweed Treatment	677	677	678	677	0.00	5 year programme started in 2024
8020/6	Miscellaneous expenditure	417	208	208	400	92.31	
8030	Allotments - Showfield	417	1,046	646	1,090	4.21	
8030/1	Site Rent	0	0	0	0	#DIV/0!	Annual site rent - not invoiced by LCC would take from Reserves
8030/2	Skip Hire	417	646	646	690	6.81	Cost of x3 skips
8030/3	Asbestos Management	0	0	0	0	#DIV/0!	Refer to 8060/2
8030/4	Wall Maintenance	0	0	0	0	#DIV/0!	Works complete
8030/5	Miscellaneous expenditure	0	400	0	400	0.00	
8040	Allotments - Spital Hill	1,252	2,190	1,695	2,210	0.91	
8040/1	Site Rent	250	250	250	250	0.00	Annual site rent
8040/2	Skip Hire	513	560	420	560	0.00	Monthly WLDC waste management collections
8040/3	Water Charges	488	500	403	500	0.00	Estimate for one year supply
8040/4	Hedge Cutting	0	480	480	500	4.17	Estimate cost for annual cut
8040/5	Asbestos Management	0	0	0	0	#DIV/0!	Refer to 8060/2
8040/6	Miscellaneous expenditure	0	400	142	400	0.00	
8050	Allotments - Love Lane Garages	0	300	150	5,300	1,666.67	
8050/1	Garage Lane Maintenance	0	300	150	300	0.00	For ground repairs
8050/2	Garage Space Maintenance	0	0	0	5,000	#DIV/0!	Potential removal of unlet garages / electricity removal

Proposed Budget 2026 / 2027

17/12/2025

Code	ALLOTMENTS	Actual Spend 2024/25	Revised Budget 2025/26	Net Expenditure to 08/12/25	Proposed Budget 2026/27	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
8060	Allotments - All Sites	609	555	29	1,540	177.48	
8060/1	Edge IT Software	539	526	0	540	2.66	Allotments software and map maintenance
8060/2	Miscellaneous	70	29	29	1,000	3,348.28	Asbestos Management
	TOTAL EXPENDITURE	17,573	20,860	13,536	25,737	23.38	
	INCOME						
800	Allotments	10,875	11,500	11,392	11,500	0.00	
800/1	Foxby Hill	4,845	5,300	5,261	5,300	0.00	Estimated Annual Income
800/2	Love Lane	1,954	1,900	1,910	1,900	0.00	Estimated Annual Income
800/3	North Warren	1,135	1,200	1,161	1,200	0.00	Estimated Annual Income
800/4	Showfields	1,171	1,250	1,230	1,250	0.00	Estimated Annual Income
800/5	Spital Hill	1,769	1,850	1,830	1,850	0.00	Estimated Annual Income
815	Garage Space Ropery Road	1,268	1,500	0	1,500	0.00	
	TOTAL INCOME	12,143	13,000	11,392	13,000	0.00	
	NET EXPENDITURE	5,430	7,860	2,145	12,737	62.05	

Proposed Budget 2026 / 2027

17/12/2025

Code	PUBLIC REALM	Actual Spend 2024/25	Revised Budget 2025/26	Net Expenditure to 08/12/25	Proposed Budget 2026/27	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
9010	Street Furniture	1,954	4,260	1,160	4,400	3.29	
9010/1	Notice Boards	0	0	0	500	#DIV/0!	New notice board Park Springs area
9010/2	Benches	0	1,000	0	0	-100.00	Possible new or replacement benches, £1,000 in earmarked reserves
9010/3	Bus Shelters	1,680	2,100	0	1,500	-28.57	Cleaning costs £15.94 per bus shelter (18). £3,000 in earmarked reserves
9010/4	Millennium Clock	274	1,160	1,160	1,400	20.69	Annual service & electricity costs
9010/5	Silver Street Sculpture	0	0	0	0	#DIV/0!	£1,000 in earmarked reserves
9010/6	Barrier Baskets	0	0	0	1,000	#DIV/0!	Flowers, plus potential expanding of displays
9020	War Memorial	385	400	400	700	75.00	
9020/1	Maintenance	385	400	400	700	75.00	Memorial cleaning prior to Remembrance Sunday, lettering requires repainting
9030	Gainsborough in Bloom	100	3,000	3,059	2,000	-33.33	
9030/1	Competition displays	100	3,000	3,059	2,000	-33.33	Potential new displays
	TOTAL EXPENDITURE	2,439	7,660	4,619	7,100	-7.31	
	INCOME						
920	Bus Shelters	0	0	0	0	#DIV/0!	
920	New shelters and renovations	0	0	0	0	#DIV/0!	
	TOTAL INCOME	0	0	0	0	#DIV/0!	
	NET EXPENDITURE	2,439	7,660	4,619	7,100	-7.31	

Proposed Budget 2026 / 2027

17/12/2025

Code	EVENTS	Actual Spend 2024/25	Revised Budget 2025/26	Net Expenditure to 08/12/25	Proposed Budget 2026/27	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
10010	Illuminate	1,000	1,000	0	1,000	0.00	Annual Illuminate event support run by WLDC.
10020	Community / Armed Forces Day	0	0	0	2,000	#DIV/0!	Support for potential community organised event.
10040	Remembrance Sunday	420	300	25	300	0.00	
10050	GO Festival	3,000	3,000	0	3,000	0.00	Support of WLDC event.
	TOTAL EXPENDITURE	4,420	4,300	25	6,300	46.51	
	INCOME						
1005	Richmond Park	0	0	0	0	#DIV/0!	
1015	Marshalls	0	0	0	0	#DIV/0!	
1030	Levellings - Fair / Circus	1,000	1,000	1,000	1,000	0.00	
1040	Aisby Walk - Fair / Circus	1,250	1,000	0	1,000	0.00	
1050	Armed Forces & Community Day	0	0	0	0	#DIV/0!	
	TOTAL INCOME	2,250	2,000	1,000	2,000	0.00	
	NET EXPENDITURE	2,170	2,300	-975	4,300	86.96	

Proposed Budget 2026 / 2027

17/12/2025

Code	CHRISTMAS LIGHTS	Actual Spend 2024/25	Revised Budget 2025/26	Net Expenditure to 08/12/25	Proposed Budget 2026/27	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
	Christmas Lights	26,288	30,010	24,536	34,800	15.96	
11000	Switch on event	5,159	8,000	7,450	8,000	0.00	Contribution to WLDC organising the event
11010	Anchor Point Testing	1,600	1,200	1,105	500	-58.33	Testing carried out in 2024 & 2025, required every 3 years
11040	Market Place Christmas Tree	1,533	1,600	1,609	1,800	12.50	Tree purchase, transport and crane hire
11050	Lights Contract	18,817	18,910	14,122	24,000	26.92	Contract ends following 2025 display
11060	Trinity Street Electricity	-1,087	0	0	0	#DIV/0!	Meters now removed.
11070	Lamp Post Electricity	266	300	250	500	66.67	Electricity charges
	TOTAL EXPENDITURE	26,288	30,010	24,536	34,800	15.96	

Code	COMMUNITY INFRASTRUCTURE LEVY	Actual Spend 2024/25	Revised Budget 2025/26	Net Expenditure to 08/12/25	Proposed Budget 2026/27	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
	CIL	0	0	0	0	#DIV/0!	£34,367.08 in ear marked reserves.
	TOTAL EXPENDITURE	0	0	0	0	#DIV/0!	
	INCOME						
14000	CIL	34,367	0	0	0	#DIV/0!	
	TOTAL INCOME	34,367	0	0	0	#DIV/0!	
	NET EXPENDITURE	-34,367	0	0	0	#DIV/0!	

Code	NEIGHBOURHOOD PLAN	Actual Spend 2024/25	Revised Budget 2025/26	Net Expenditure to 08/12/25	Proposed Budget 2026/27	% Change	Explanatory / Justification Notes
		£	£	£	£	%	
	Neighbourhood Plan	0	6,000	0	3,000	-50.00	
13000/1	Consultant	0	6,000	0	3,000	-50.00	Consultant charges for review, £1,000 in earmarked reserves
13000/2		0	0	0	0	#DIV/0!	
	TOTAL EXPENDITURE	0	6,000	0	3,000	-50.00	

Code	EAR MARKED RESERVES	Balance 8/12/25
		£
12000/1	General Fund	134,443.60
12000/2	Mayors Charity Account	1,789.01
12000/3	Roses AWP Sinking Fund	0.00
12000/4	Roses Key Deposits	950.00
12000/5	Marshalls Key Deposits	800.00
12000/6	Levellings Key Deposit	0.00
12000/7	Pension Contributions	20,000.00
12000/8	Community Grants	0.00
12000/9	Tree / Hedge Maintenance	7,350.00
12000/10	Green Waste Removal	1,118.32
12000/11	Richmond House Maintenance	5,052.66
12000/12	Richmond House Conservatory	40,000.00
12000/13	Richmond Park Compound Fence	3,550.00
12000/15	Richmond Park Toilet Renovations	1,008.78
12000/16	Aviary Sale	1,000.00
12000/17	Marshalls Pavilion Maintenance	5,821.89
12000/18	Legionella Risk Assessments	0.00
12000/19	Levellings Changing Room Maintenance	1,555.03
12000/20	Levellings Defibrillator	400.00
12000/21	Cemetery Chapel Maintenance	10,725.00
12000/22	Cemetery Drainage & Taps	1,500.00
12000/23	Cemetery Extension B Land Sinking Fund	65,000.00
12000/24	Cemetery Boundary Fence Maintenance	10,500.00
12000/25	Cemetery Compound	1,000.00
12000/26	General Play Equipment Maintenance	1,000.00
12000/27	Wet Pour Repairs	2,500.00
12000/28	Aisby Walk Skate Park	2,000.00
12000/29	Love Lane Allotment Drainage	1,000.00
12000/30	Spital Hill Allotments	0.00
12000/31	Street Furniture - Benches	1,000.00
12000/32	Street Furniture - Bus Shelters	3,000.00
12000/33	Silver Street Sculpture Maintenance	1,000.00
12000/34	Neighbourhood Plan	1,000.00
12000/35	CIL	34,367.08
		360,431.37

PAPER H

Officer Report to the Council

Report Author: Rachel Allbones

Report Date: 30 December 2025



Gainsborough
TOWN COUNCIL

Subject: Local Government Reorganisation (LGR)

Summary

This report provides an update on feedback received from neighbouring Town Councils.

Background

On 2 December Council RESOLVED: to

- i. NOTE the comments from Members;
- ii. NOTE the update from the Town Clerk from the Parish News from WLDC.
We have submitted a letter to MHCLG with regards to the Local Government Reorganisation.
As part of the next steps we will be reaching out to town and parish councils to engage with you ahead of statutory consultation which is the next stage in the LGR process, ahead of the final decision. We will share further details with you in due course.
- iii. Write to Market Rasen and Caistor Town Councils to ask if they have an opinion on any of the LGR proposals.

In line with the Council's resolution, the Town Clerk wrote to both Market Rasen Town Council and Caistor Town Council requesting their views on the LGR proposals.

Correspondence Received

A response has been received from Caistor Town Council, which stated:

We have not yet had the opportunity to fully analyse the various proposals. Both Greater Lincolnshire for All and Your Lincolnshire have been shared with the Council, however councillors have not expressed a strong view on any of the options at this stage. Caistor Town Council is currently dealing with a number of other significant local issues, which has limited our capacity to give this matter the consideration it would require at present.

No response has yet been received from Market Rasen Town Council.

PAPER I

Officer Report to the Council

Report Author: Rachel Allbones

Report Date: 30 December 2025



Gainsborough
TOWN COUNCIL

Subject: Correspondence Previously Circulated

- LALC: December 2025 Training Bulletin – 28 November 2025
- WLDC: Residents' Newsletter: November 2025 – 28 November 2025
- WLDC: Residents' Newsletter: November – December 2025 – 1 December 2025
- A Greater Lincolnshire for All: Local Government Reorganisation in Greater Lincolnshire – 'A Greater Lincolnshire for All' – 28 November 2025
- WLDC: Parish Newsletter – 2 December 2025
- Lincolnshire Police: We want to hear your views [#573646533] – 4 December 2025
- LALC: E-news 5/12/25 – 5 December 2025
- WLDC: West Lindsey Events This Christmas – 5 December 2025
- CCLA: CCLA market update - December 2025 – 8 December 2025
- LCC: Important Information – Avian Influenza (Bird Flu) Restrictions AIV 2025 121 – 9 December 2025
- LCC: Town and parish council newsletter December 2025 – 16 December 2025
- Central Lincolnshire Joint Strategic Planning Committee: Central Lincolnshire – Local Plan Call for Sites 2025 – 17 December 2025
- Lincolnshire Community and Hospitals NHS Group: Press release: Departure of NHS Group Chair – 19 December 2025
- Lincolnshire Police: NC02 - NC04 Update – 19 December 2025
- LALC: E-news 19/12/25 – 19 December 2025

Glossary:

LALC:	Lincolnshire Association of Local Councils
NALC:	National Association of Local Councils
WLDC:	West Lindsey District Council
LCC:	Lincolnshire County Council
LRSP:	Lincolnshire Road Safety Partnership
PCC:	Office of the Police and Crime Commissioner for Lincolnshire
LCHS:	Lincolnshire Community Health Services NHS Trust
LCHG:	Lincolnshire Community and Hospitals NHS Group
VCS:	Voluntary Centre Services
LCVP:	Lincolnshire Community and Voluntary Partnership
RSN:	Rural Services Network