

DRAFT MINUTES

Grafton Underwood Parish Council

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Minutes of the meeting of Grafton Underwood Parish Council held at Grafton Underwood Village Hall on Tuesday 10th September at 7:30pm

Present: Cllr Rob Corney (chair), Cllr Penny Sneddon (vice-chair), Cllr Alastair Wildgoose, Cllr Rob Davies, Cllr Sam Rees, Pat Bird (clerk), 3 members of the public

24/036 All members were present, so there were no apologies for absence.

24/037 It was **RESOLVED** that the minutes of the annual council meeting held 28th May 2024 be approved as an accurate record of the meeting, and these were subsequently signed by Cllr Corney, as chair.

24/038 The following matters arising from the minutes were noted:

24/018 Boughton Estate has done some work to help alleviate the flooding issue caused by the Gigaclear trench at Grafton Park Farm and whilst this appears to have helped, the root cause of the issue still needs to be addressed by Gigaclear. The clerk will raise this with the ward members.

24/031 Cllr Rob Davies found the Off to a Flying Start course provided by NCALC very useful for his role as a new councillor.

24/032 The clerk will order 10 oak posts from UK Timber, and 5 bags of Postcrete

24/039 Cllr Rees declared an interest in item 24/042 as planning application NK/2024/0451 relates to land owned by Boughton Estate.

Public participation

24/040 The tree warden highlighted some trees that need investigation. Cllr Rees, as Estate Manager for Boughton Estate, will investigate

24/041 No report was received from the Unitary ward member(s)

Planning Matters

24/042 Cllr Rees was excluded from taking part in any discussions on this item. Following consideration of the planning application [NK/2024/0451](#) for the installation of underground electrical connection and communication cables between Grafton Underwood Solar Farm and the Distribution Networks Operator's Substation at Brigstock Battery Energy Storage System at Geddington Road (land North of), Grafton Underwood, it was **RESOLVED** that the council raise no objections to this application.

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24/043 Regarding planning application [NK/2024/0389](#) and the amended plans for the single storey rear extension with parapet roof, insert patio door to side elevation, new door opening to outbuilding at 45 Cranford Road, Grafton Underwood, it was **RESOLVED** that the council's response be noted, as this was made using the council's scheme of delegation to the clerk.

24/044 Cllr Wildgoose reported that the consultation on the Grafton Underwood Neighbourhood Plan had now finished, and all responses had been sent to Planit-X Town and Country Planning Services Ltd for their consideration before moving to the next step of the Neighbourhood Plan process.

Village Matters

24/045 Cllr Davies reported that the speed indicator device has been installed. The next step was to download the data captured by the device and share this with residents via the council's website. Cllr Davies added that a further location has been identified for the speed indicator device and that another pole extension and further brackets would need to be purchased. As there was sufficient funding from the grant received from the OPFCC, it was **RESOLVED** that these items be purchased.

The clerk advised that the OPFCC has requested that the council provides feedback on this project together with receipts of all expenditure before 11th October.

24/046 Cllr Corney, as Flood Warden, reported that some work had been done in August by residents in the village to maintain the side of the brook. He added that he was working with Cllr Rees, in his capacity as Estate Manager for Boughton Estate, to identify and plan work required for the autumn, such as digging work past the bridge up to the overflow, any jetting, and ensuring that the concrete sluices and drains are fully functional.

Cllr Corney added that the council could support the Flood Warden in two ways, firstly liaising with Anglian Water and North Northamptonshire Council (NNC), to establish a maintenance schedule of flood prevention works and to provide advice and guidance to residents. Secondly, with financial support, either with securing a grant or a direct financial contribution to help with any flood prevention costs.

It was **RESOLVED** that the clerk, on behalf of the council, establish the maintenance schedule of flood prevention works together with relevant guidance.

It was **RESOLVED** that the council uses its earmarked reserves for flooding as financial support for flood prevention, and that the council seeks any external funding opportunities to further support this.

Governance Matters

24/047 Following consideration, it was **RESOLVED** that the updated council's Financial Regulations, based on the Model Financial Regulations produced by the National Association of Local Councils (NALC) in April 2024, be adopted.

24/048 Following a review, it was **RESOLVED** that the council's unchanged Standing Orders be adopted

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Finance Matters

- 24/049 It was **RESOLVED** that the
- a) Cash Book as at 31st August 2024 showing a balance of £9,159.43, with £821.49 VAT to be reclaimed, be noted
 - b) Budget Spend as at 31st August 2024 and Anticipated Budget Spend following payments due for authorisation, be noted, especially that there is no budget for Neighbourhood Plan this year. Whilst the £60 spent can be accommodated within the existing budget, consideration would need to be given to any future Neighbourhood Plan costs.
- 24/050 Following consideration of the report entitled Grafton Underwood Parish Council's payment to Cranford Parish Council for contribution to Clerk's administration costs, it was **RESOLVED** that £280.35 be paid to Cranford Parish Council as its contribution.
- 24/051 It was **RESOLVED** that the purchase of a poppy wreath, same as last year's, to commemorate Remembrance Day, be approved, and that this be funded using money allocated to Section 137 expenditure.
- 24/052 It was **RESOLVED** that Section 137 money be used to pay for the purchase of brushes, gloves and paint for the painting of the gate and railings to St James' Church which was carried out by the Community Payback team, and that the payments set out in the schedule of payments (see below) be approved.

Other Matters

- 24/053 There were no updates from the chair to note.
- 24/054 The clerk reported that a funding opportunity had been identified for the planting of trees and that they would explore this with a view to replanting some of the cherry trees along the brook and provide an update at the next meeting.
- 24/055 It was **RESOLVED** that the date of the next scheduled meeting be Tuesday 3rd December 2024 at 7pm and that a representative from Northamptonshire Police be invited to attend.
- 24/056 The meeting was closed at 8:10

Grafton Underwood Parish Council
Council meeting 10th September 2024

Schedule of Payments for approval

Payments already made					
Payee	Invoice number / Order number	Description	Total Amount (inc VAT) £	VAT £	Legislation
SWARCO	900278275	Speed Indicator Device	4,137.00	689.50	Local Government and Rating Act 1997, s.30
Pudsey Diamond Engineering Ltd	247091	Speed Indicator Device - pole extensions	187.15	31.19	Local Government and Rating Act 1997, s.30
Poppyprint	3758	Printing flyers and booklets for Neighbourhood Plan	60.00		Localism Act 2011
SLCC	MEM249705-2	Membership Fee - Clerk	48.96		Local Government Act 1972, s143
North Northants Council	422001796065	Section 50 Licence for Speed Indicator Device	440.00		Local Government and Rating Act 1997, s.30

Payments to be made					
Payee	Invoice no.	Description	Total Amount (inc VAT) £	VAT £	Legislation
NCALC	3940	Training - Rob Davies	57.60	9.60	Local Government Act 1972, s111
Cranford Parish Council		Contribution to Clerk's administration costs	280.35		Local Government Act 1972, s111
PM Bird / HMRC		Clerk's Salary - September	149.50		Local Government Act 1972, s112
PM Bird / HMRC		Clerk's Salary - October	149.50		Local Government Act 1972, s112
PM Bird / HMRC		Clerk's Salary - November	149.50		Local Government Act 1972, s112
Penny Sneddon		Items used by Community Payback team	188.17		Local Government Act 1972, s137