

Grafton Underwood Parish Council

Clerk: Mrs Pat Bird
Rosedale
Twywell
Kettering
NN14 3AL

Tel: 07522 582251
Email: clerkgupc@gmail.com

<https://graftonunderwood-pc.gov.uk>



To members of the council:

You are hereby summoned to the **Annual Meeting** of Grafton Underwood Parish Council to be held at Grafton Underwood Village Hall on **Monday 19th May 2025 at 7.30pm** for the purpose of transacting the following business:

Agenda

- 25/001 To elect a chairman for the forthcoming year
- 25/002 To elect a vice-chairman for the forthcoming year
- 25/003 To welcome Cllr Martin Leitner and to thank Cllr Penny Sneddon and Cllr Alastair Wildgoose for their past membership of the parish council
- 25/004 To receive apologies for absence and to determine if the absence is to be approved (reason for absence to be advised)
- 25/005 To approve the minutes of the council meeting held 17th March 2025 as being a correct record
- 25/006 To note any matters arising from the minutes not included on the agenda, for report only
- 25/007 To note any declarations of members' interests in relation to any items on the agenda
- 25/008 To fill a vacancy on the council by co-option

Public participation

- 25/009 Members of the public have an opportunity to address the council on any matter for a maximum of three minutes subject to an overall public speaking time of 15 minutes.

Planning Matters

- 25/010 To note the council's response to North Northamptonshire Council on the following planning application
 - a) [NK/2025/0167](#)
Hybrid planning permission for the development of an Energy Park at Burton Wold Wind Farm (land adj), Wold Road, Burton Latimer, NN15 5PJ
Outline Application with EIA
- 25/011 To note a progress update regarding the Grafton Underwood Neighbourhood Plan

Parish Matters

- 25/012 To note the new NNC member covering the parish of Grafton Underwood and to thank its previous NNC members
- 25/013 To note the latest downloaded data from the speed indicator device and to consider whether to apply for further funding for another speed indicator device

25/014 To note any points raised from the Annual Parish Meeting that need to be considered at a future council meeting

Representative appointments

25/015 To appoint the Clerk as the council's Police Liaison Representative (PLR) for the forthcoming year

25/016 To approve membership of outside bodies

- a) Northamptonshire County Association for Local Councils (NCALC)
- b) Society of Local Council Clerks (SLCC)

Finance Matters

25/017 To acknowledge the support from Cllr Prentice and Cllr Rowley through the Member Empowerment Fund for the funding for the Community Flood Store.

25/018 To review and approve any required changes to the bank signatories / authorisers

25/019 To approve the recommended budget virements

25/020 To note the May Finance Report, i.e.

- a) Cash Book as at 30th April 2025
- b) Bank Reconciliation as at 30th April 2025
- c) Budget Spend as at 30th April 2025

25/021 To authorise the payments presented in the Schedule of Payments

25/022 To review the council's insurance

Governance Matters

25/023 To review the Member Code of Conduct and to acknowledge the seven principles of public life

25/024 To note that the annual review of the council's Standing Orders and Financial Regulations will be undertaken at the council's next meeting

Annual Governance and Accountability Return (AGAR)

25/025 a) To receive and note the Annual Internal Audit Report 2024/2025

b) To approve the Year End Cash Book 2024/2025

c) To complete and sign the Annual Governance Statement 2024/2025

d) To consider, approve & sign the Accounting Statements 2024/2025

e) To complete and sign the Certificate of Exemption – AGAR 2024/2025

f) To note the dates for the exercise of electors rights re inspection of the annual accounts
(Tuesday 3 June 2025 – Monday 14 July 2025)

Other Matters

25/026 To determine any training requirements for members and the clerk for the forthcoming year

25/027 To receive and note, any updates from the chairman for report only

25/028 To receive and note any updates from members and the clerk for report only

25/029 To set the date of the next scheduled meeting, and consider any agenda items

25/030 Close

PMB

Pat Bird, Clerk to Grafton Underwood Parish Council
13th May 2025