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Grafton Underwood Parish Council

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Minutes of the annual meeting of Grafton Underwood Parish Council held at Grafton Underwood Village Hall on Monday 19th May 2025

Present: Cllr Rob Corney, Cllr Sam Rees, Cllr Martin Leitner, Pat Bird (clerk), 9 residents

- 25/001 It was **RESOLVED** that Cllr Rob Corney be duly elected chairman for the forthcoming year
- 25/002 It was **RESOLVED** that Cllr Rob Davies be duly elected vice-chairman for the forthcoming year
- 25/003 The chairman welcomed Cllr Martin Leitner as a new member of the council, and thanked Penny Sneddon and Alastair Wildgoose for their past membership of the council and their support to the local community.
- 25/004 Apologies were received from Cllr Rob Davies, as he was out of the country. It was **RESOLVED** that his apologies be accepted.
- 25/005 It was **RESOLVED** that the minutes of the council meeting held 17th March 2025 be approved as being a correct record
- 25/006 The following matters arising were noted
24/079 Mark Rowley and Elliot Prentice (former NNC members for the ward covering Grafton Underwood) via their Member Empowerment Fund supported the council's submission for a community flood store. This resulted in the awarding of £1500 to the council for this project.
24/095 Nigel Searle had completed the internal audit for the council. The clerk commented that Nigel had done a thorough audit and without delay.
- 25/007 No declarations of members' interests in relation to any items on the agenda were received
- 25/008 Gary Gurney had expressed an interest in being co-opted to the council. It was **RESOLVED** that Gary Gurney be duly co-opted to the council.

Public participation

- 25/009 The following points were raised
Representatives from the 384th Bombardment Group outlined their plans for the event in the Village Hall for the upcoming weekend.
The council and the 384th Bombardment Group are keen to support each other in terms of things that need to be done in the local community
Flood prevention measures were discussed, with the formation of volunteer groups to undertake vegetation clearing and the Community Flood Store was welcomed.
A resident queried the future of the allotments owned by Boughton Estate.
A suggestion was made that the council investigates taking over the administration of the allotments. This will be explored further.
The importance to the community of the Village Hall was recognised and concern was

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expressed over the work that needs to be done to maintain it.

The presence of the PCSO in the village has been noticed, and this was appreciated

Planning Matters

- 25/010 The council's response to North Northamptonshire Council regarding planning application [NK/2025/0167](#), i.e. objection on the grounds of extensive development behind the façade of an energy park, adverse visual impact, and increased traffic on local roads, was noted
- 25/011 The clerk reported that Umrah Mahadik has joined Planning Policy at NNC and will be the council's point of contact for neighbourhood planning support. Umrah has advised that they will be reviewing the council's Regulation 15 Plan which was submitted to NNC. The clerk added that they have an introductory meeting with Umrah on Thursday 22nd May.

Parish Matters

- 25/012 Brendon Lovell-Moore has been duly elected as the NNC member for Geddington and Stanion Ward which covers the parish of Grafton Underwood. Thanks, and appreciation were expressed by the members to Mark Rowley, Elliot Prentice, and Lloyd Bunday, the former NNC members covering the parish of Grafton Underwood.
- 25/013 In Cllr Rob Davies' absence, the clerk presented his report.
Rob has now moved the unit to position 3 – Geddington Road.
The summary information from position 2 – Brigstock Road between 26th February & 30th April is as follows:

The fastest recorded speed was 60mph

Total number vehicles recorded 27805

Total number of speeding vehicles 3042 which equates to approx. 11%

Primary speeding events are either early morning or late evening

The volume of speeding vehicles reduces at weekends (as does the volume of vehicles) – average 45% less. Average number of total vehicles passing and speeding in the week is 15% and weekends 12%

Regular daily speeding events are recorded between 20 to 69 vehicles per day

Following discussion, it was **RESOLVED** that the council apply for further funding for another speed indicator device, so having two devices covering the three roads into Grafton Underwood

- 25/014 It was **RESOLVED** that in response to the Annual Parish Meeting, the clerk investigates options for the administration of the allotments, opportunities for external funding for the Village Hall need to be identified by members and the clerk, working groups will need to be established for flood prevention tasks, items for the Community Flood Store will need to be prioritised and purchased.

Representative appointments

- 25/015 It was **RESOLVED** that the clerk be appointed as the council's Police Liaison Representative (PLR) for the forthcoming year
- 25/016 It was **RESOLVED** that council/clerk membership of the following outside bodies be approved
- Northamptonshire County Association for Local Councils (NCALC)
 - Society of Local Council Clerks (SLCC)

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Finance Matters

- 25/017 It was **RESOLVED** that the support from Cllr Prentice and Cllr Rowley through the Member Empowerment Fund for the funding for the Community Flood Store be acknowledged
- 25/018 It was **RESOLVED** that Cllr Rob Corney (chairman) and Cllr Rob Davies (vice-chairman) be approved as the council's bank signatories / authorisers
- 25/019 The clerk recommended the following budget virements
a) £100 Unspent 2024/2025 Election costs to Earmarked reserves Elections
b) £800 from General reserves to Earmarked reserves Village services
It was **RESOLVED** that both virements be approved
- 25/020 It was **RESOLVED** that the May Finance Report be noted, i.e.
a) Cash Book as at 30th April 2025, showing balance of £10,293.23
b) Bank Reconciliation as at 30th April 2025, showing balance of £10,293.23
c) Budget Spend as at 30th April 2025 of £721.48 (ex VAT)
- 25/021 It was **RESOLVED** that the payments presented in the Schedule of Payments be approved
- 25/022 It was **RESOLVED** that whilst the council was satisfied with the council's current insurance provider, the decision regarding the provider of the council's insurance be delegated to the clerk.

Governance Matters

- 25/023 The Member Code of Conduct was reviewed, and the seven principles of public life, i.e. Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty, Leadership, acknowledged.
- 25/024 It was noted that the annual review of the council's Standing Orders and Financial Regulations are to be undertaken at the council's next meeting

Annual Governance and Accountability Return (AGAR)

- 25/025 It was **RESOLVED** that
a) the Annual Internal Audit Report 2024/2025 be noted
b) the Year End Cash Book 2024/2025 be approved
c) the completed Annual Governance Statement 2024/2025 be signed
d) the Accounting Statements 2024/2025 be approved and signed
e) the Certificate of Exemption – AGAR 2024/2025 be approved and signed
f) the dates for the exercise of electors rights re inspection of the annual accounts (Tuesday 3 June 2025 – Monday 14 July 2025) be noted

Other Matters

- 25/026 It was **RESOLVED** that the clerk suggest appropriate NCALC training courses for members to consider.
- 25/027 There were no further updates from the chairman.
- 25/028 There were no further updates from the clerk or the members.
- 25/029 The date of the next scheduled meeting was set for Monday 4th August at 7:30pm, subject to the availability of the Village Hall.

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25/030 The chairman closed the meeting at 20:45

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