

Grafton Underwood Parish Council

Clerk: Mrs Pat Bird
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To members of the council:

You are hereby summoned to the meeting of Grafton Underwood Parish Council to be held at Grafton Underwood Village Hall on **Monday 9th February 2026 at 7.00pm** for the purpose of transacting the following business:

Agenda

- 25/074 Welcome from the chairman
- 25/075 To receive apologies for absence and to determine if the absence is to be approved (reason for absence to be advised)
- 25/076 To approve the minutes of the council meeting held 3rd November 2025 as being a correct record
- 25/077 To note any matters arising from the minutes not included on the agenda, for report only
- 25/078 To note any declarations of members' interests in relation to any items on the agenda

Public participation

- 25/079 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

- 25/080 To determine the council's response to NNC for the following planning applications
 - a) [25/01644/FUL | Construction of an underground cable and access track between the approved Grafton Underwood Solar Farm \(KET/2019/0369\) and the approved Brigstock Electricity Substation and Battery Energy Storage System \(NE/22/00812/FUL\) | Land Between Grafton Underwood Solar Farm And Brigstock BESS](#)
 - b) [25/00896/LBC | Replace white timber windows with like for like. Open up walled-off, inaccessible room to first floor and fit en-suite. Insert first floor window to South elevation. Rearrange ground floor bathroom. Insert door between hallway and store cupboard on ground floor. Brick up existing store cupboard entrance. Replace internal beam. Remove internal plasterwork to expose existing stone walls. Install external internet junction box | 32 Grafton Underwood NN14 3AA](#)
 - c) [25/01860/HFUL | Demolition of rear extension, construction of single storey rear extension and replacement of existing windows with matching casements | 47 Cranford Road Grafton Underwood NN14 3AA](#)
 - d) [25/01835/LBC | Installation of a thatched roof, internal restoration and replacement of doors and windows following fire damage | 13 Cranford Road Grafton Underwood NN14 3AA](#)

- 25/081 To receive an update regarding the Grafton Underwood Neighbourhood Plan
- Parish Matters**
- 25/082 To receive an update regarding the allotments and to set out the way forward with this project
- 25/083 To receive an update regarding the speed monitoring project
- 25/084 To receive an update on the activities of the flood prevention group and the use of the community flood store
- 25/085 To receive an update on tree planting and to set out the way forward with this project
- 25/086 To consider the Urban Highway Grass Cutting report and to determine the council's approach to this
- Finance Matters**
- 25/087 To note the February Finance Report, i.e.
a) Cash Book as of 31st January 2026
b) Bank Reconciliation as of 31st January 2026
c) Budget Spend as of 31st January 2026
- 25/088 To authorise the payments presented in the Schedule of Payments
- Governance Matters**
- 25/089 To adopt the council's IT Strategy
- 25/090 To receive and approve the clerk's review of the council's Risk Management Policy and Risk Assessment
- 25/091 To receive and approve the clerk's review of the council's Asset Register
- 25/092 To consider the Community Governance Review (CGR) report and to determine the council's response to the CGR consultation
- Other Matters**
- 25/093 To receive and note, any updates from the chairman for report only
- 25/094 To receive and note any updates from members and the clerk for report only
- 25/095 To set the date of the annual meeting of the council
- 25/096 Close

PMB

Pat Bird, Clerk to Grafton Underwood Parish Council
2nd February 2026