

Grafton Underwood Parish Council

Clerk: Mrs Pat Bird
Rosedale
Twywell
Kettering
NN14 3AL

Tel: 07522 582251
Email: clerk@graftonunderwood-pc.gov.uk

<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 11th May 2026 at 7.15pm** for the purpose of transacting the following business:

Agenda

- 26/001 To elect a chairman for the forthcoming year
- 26/002 To elect a vice-chairman for the forthcoming year
- 26/003 To receive apologies for absence and to determine if the absence is to be approved (reason for absence to be advised)
- 26/004 To approve the minutes of the council meeting held 9th February 2026 as being a correct record
- 26/005 To note any matters arising from the minutes not included on the agenda, for report only
- 26/006 To note any declarations of members' interests in relation to any items on the agenda

Public participation

- 26/007 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

- 26/008 To note the council's response to North Northamptonshire Council on the following planning applications, subject to issues with the planning documents being resolved
 - a) [25/01376/LBC](#)
Replacement of existing single glazed windows with heritage casement double glazed windows Orchard Cottage 40 Cranford Road Grafton Underwood NN14 3AA
 - b) [25/01867/CAC](#)
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
- 26/009 To note an update regarding the Grafton Underwood Neighbourhood Plan

Parish Matters

- 26/010 To note any points raised from the Annual Parish Meeting that need to be considered at a future council meeting or require further action
- 26/011 To note the second speed indicator device is up and running and to note the latest downloaded speed data
- 26/012 To receive an update on the planting of the cherry trees

- 26/013 To receive an update on flood prevention measures
- 26/014 To receive an update on the Growing Together project

Representative appointments

- 26/015 To appoint the Clerk as the council's Police Liaison Representative (PLR) for the forthcoming year
- 26/016 To approve membership of outside bodies
- a) Northamptonshire County Association for Local Councils (NCALC)
 - b) Society of Local Council Clerks (SLCC)

Finance Matters

- 26/017 To acknowledge the support from Cllr Brendon Lovell-Moore through the Member Empowerment Fund for the contribution towards the cost of the second speed indicator device
- 26/018 To review and approve any required changes to the bank signatories / authorisers
- 26/019 To approve the recommended budget virements
- 26/020 To note the May Finance Report, i.e.
- a) Cash Book as at 30th April 2026
 - b) Bank Reconciliation as at 30th April 2026
 - c) Budget Spend as at 30th April 2026
- 26/021 To authorise the payments presented in the Schedule of Payments
- 26/022 To approve the renewal of the council's insurance with Zurich

Governance Matters

- 26/023 To review the Member Code of Conduct and to acknowledge the seven principles of public life
- 26/024 To review of the council's Standing Orders
- 26/025 To review the council's Financial Regulations

Annual Governance and Accountability Return (AGAR)

- 26/026
- a) To receive and note the Annual Internal Audit Report 2025/2026
 - b) To approve the Year End Cash Book 2025/2026
 - c) To complete and sign the Annual Governance Statement 2025/2026
 - d) To consider, approve & sign the Accounting Statements 2025/2026
 - e) To complete and sign the Certificate of Exemption – AGAR 2025/2026
 - f) To note the dates for the exercise of electors rights re inspection of the annual accounts (Wednesday 3 June 2026 – Tuesday 14 July 2026)

Other Matters

- 26/027 To determine any training requirements for members and the clerk for the forthcoming year
- 26/028 To receive and note, any updates from the chairman for report only
- 26/029 To receive and note any updates from members and the clerk for report only
- 26/030 To set the date of the next scheduled meeting, and consider any agenda items

26/031 Close

Pm Bird

Pat Bird, Clerk to Grafton Underwood Parish Council
30th April 2026