

# GRENDON PARISH COUNCIL

Clerk: Sylvia Tilaks Tel: (01933) 663918 Email: [clerk@grendon-pc.org.uk](mailto:clerk@grendon-pc.org.uk)  
[www.grendon-pc.org.uk](http://www.grendon-pc.org.uk)

To members of the Council:

You are hereby summoned to attend a meeting of **Grendon Parish Council** to be held on  
**Monday 14th October 2024 at 7.30pm** in **Grendon Village Hall, Main Road, Grendon, NN7 1JW**  
for the purpose of transacting the following business.

Attendees are reminded that in accordance with the Openness of Local Government Bodies Regulations 2014,  
this meeting may be recorded.

Clerk:  07.10.2024

## AGENDA

|            |   |            |                            |        |            |                        |            |            |                              |         |  |
|------------|---|------------|----------------------------|--------|------------|------------------------|------------|------------|------------------------------|---------|--|
| 94.24      | <b>Public Open Forum.</b><br>Members of the public and press are invited to address the Council at its Open Forum from 7.30 - 7.45pm.   |            |                            |        |            |                        |            |            |                              |         |  |
| 95.24      | <b>North Northamptonshire Councillor Reports.</b><br>To receive reports from councillors.   |            |                            |        |            |                        |            |            |                              |         |  |
| 96.24      | <b>To receive and accept apologies and reasons for absence.</b>   |            |                            |        |            |                        |            |            |                              |         |  |
| 97.24      | <b>To receive any declarations of disclosable pecuniary or non-statutory disclosable interests from Councillors for items on the agenda.</b><br>(Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting during the transaction of that item of business). |            |                            |        |            |                        |            |            |                              |         |  |
| 98.24      | <b>To receive requests for dispensation.</b><br>Requests for dispensation must be made to the Proper Officer in writing.  |            |                            |        |            |                        |            |            |                              |         |  |
| 99.24      | <b>To sign the minutes of the council meeting.</b><br>Held on 9th September 2024.   |            |                            |        |            |                        |            |            |                              |         |  |
| 100.24     | <b>Police Matters - Monthly Crime Report.</b><br>No crimes reported. No further updates.  |            |                            |        |            |                        |            |            |                              |         |  |
| 101.24     | <b>Chair's Report.</b><br>Update on NCALC AGM   |            |                            |        |            |                        |            |            |                              |         |  |
| 102.24     | <b>Finance.</b><br><b>i) Income</b> <table border="1"><tr><td>03/09/2024</td><td>D Ward - allotment deposit</td><td>£50.00</td></tr><tr><td>24/09/2024</td><td>HMRC VAT Return refund</td><td>£ 1,250.21</td></tr><tr><td>31/08/2024</td><td>Natwest Reserve acc interest</td><td>£ 26.87</td></tr></table>   | 03/09/2024 | D Ward - allotment deposit | £50.00 | 24/09/2024 | HMRC VAT Return refund | £ 1,250.21 | 31/08/2024 | Natwest Reserve acc interest | £ 26.87 |  |
| 03/09/2024 | D Ward - allotment deposit  | £50.00     |                            |        |            |                        |            |            |                              |         |  |
| 24/09/2024 | HMRC VAT Return refund  | £ 1,250.21 |                            |        |            |                        |            |            |                              |         |  |
| 31/08/2024 | Natwest Reserve acc interest  | £ 26.87    |                            |        |            |                        |            |            |                              |         |  |

**ii) Expenditure**

\*Where payment is made under Section 137 of the Local Government Act 1972 the Council is satisfied that the benefit is commensurate with the amount.

| Date       | Payee               | Amount inc. VAT | VAT     | Payable under power     |
|------------|---------------------|-----------------|---------|-------------------------|
| 02/09/2024 | Sylvia Tilaks       | £445.10         |         | Localism Act 2011 ss1-8 |
| 04/09/2024 | Countrywide Grounds | £393.60         | £ 65.60 | Localism Act 2011 ss1-8 |
| 10/09/2024 | Total Energies      | £198.65         | £ 9.46  | Localism Act 2011 ss1-8 |
| 13/09/2024 | Sylvia Tilaks       | £69.99          | £ 14.00 | Localism Act 2011 ss1-8 |
| 13/09/2024 | Trevor Higgs        | £80.46          |         | Localism Act 2011 ss1-8 |
| 17/09/2024 | Wave                | £55.42          |         | Localism Act 2011 ss1-8 |
| 30/09/2024 | Unity Trust Bank    | £18.00          |         | Localism Act 2011 ss1-8 |

As of 30.09.24, the balance in the Current Account stands at **£12,994.61** (assuming all cheques presented).

The balance in the business premium accounts stands at **£22,576.50**

Earmarked of this - Pathfinder grant **£2,480.40**

**iii) To approve bank reconciliation 30.09.24**

| Bank reconciliation                  | 30.09.2024 |             |                    |
|--------------------------------------|------------|-------------|--------------------|
| Total receipts                       |            |             | £ 18,783.71        |
| less                                 |            |             |                    |
| Total payments                       |            | £ 11,422.50 |                    |
|                                      |            |             | £ 11,422.50        |
|                                      |            |             | £ 7,361.21         |
| Plus opening balances as of 31.03.24 | Unity      | £ 5,771.90  |                    |
|                                      | Bus prem   | £ 22,438.00 | £ 28,209.90        |
|                                      |            |             | <b>£ 35,571.11</b> |
| <b>Bank accounts</b>                 |            |             |                    |
| Current AC: Unity Trust              |            |             | £ 12,994.61        |
| Business Prem AC: Natwest            |            |             | £ 22,576.50        |
|                                      |            |             | £ 35,571.11        |
| Plus credits not yet showing         | None       |             |                    |
| Less payments not yet showing        | None       |             |                    |
|                                      |            |             | <b>£ 35,571.11</b> |

**iv) To approve spending against budget end Q2 (Appendix 1)**

The items currently over budget include:

- Grass Cutting      74.09%      More frequent cutting required due to weather
- Wages Clerk      59.73%      Additional hours required: bedding in; dealing with backlogs
- Insurance      103.10%      Annual cost risen
- Hall hire      69.23%      Additional bookings: Clerk recruitment, Extraordinary Meeting
- Training      120.00%      Additional training for Clerk
- Council expenses      111.85%      New laptop, smartphone and membership fees for clerk

|               |   |  |
|---------------|---|--|
|               | <ul style="list-style-type: none"> <li>- Council Membership 103.97% Increase in annual fees</li> <li>- Other 213.69% Purchase of Defib replacement parts &amp; replacement noticeboard</li> </ul>   |  |
| <b>103.24</b> | <p><b>Flooding - Community Plan</b></p> <ul style="list-style-type: none"> <li>i. To receive updates on the flood and actions taken to date</li> <li>ii. To discuss and resolve the creation of a formal working party to facilitate meetings and a flood action plan</li> </ul>  |  |
| <b>104.24</b> | <p><b>Policy reviews</b></p> <p>To nominate 2 councillors each to review the policies below for resolution in November:</p> <ul style="list-style-type: none"> <li>i. Subject Access Request Procedure;</li> <li>ii. Data Map;</li> <li>iii. Internal Controls policy;</li> <li>iv. Scope and nature of Internal Controls and Internal Audit;</li> <li>v. Sickness;</li> <li>vi. Emergency Plan.</li> </ul>   |  |
| <b>105.24</b> | <p><b>Kissing Gates - update on installation</b></p> <p>To receive the update on correspondence from Highways regarding the procedure to replace stiles with upgraded furniture, eg kissing gates/bridle gates.</p> <p>To discuss and resolve a schedule to replace stile number one, future budget allocations and replacement timelines.</p>  |  |
| <b>106.24</b> | <p><b>Correspondence</b></p> <p><b>i) Joint letter to Highways</b><br/>To discuss and resolve the Joint letter to Highways, with Earls Barton Parish Council, requesting the urgent assessment and re-surfacing of Station Road (between Pastures Farm &amp; Earls Barton Marina).</p> <p><b>ii) Speeding working group</b><br/>To discuss and resolve:</p> <ul style="list-style-type: none"> <li>• the next steps to set up a speed working group;</li> <li>• which applications for road safety grants should be considered.</li> </ul> <p><b>iii) Grit Bin - Blackmile Lane</b></p> <p><b>iv) Lighting tariff query update.</b><br/>To receive an update from the Clerk in relation to the upgrading of all Grendon street lighting to LED.</p> <p><b>vi) Land registry application denial: NN391822</b><br/>To receive an update from the Clerk in relation to the Land Registry (HMLR) response and to discuss and resolve action regarding evidence collection and resubmission.</p> <p><b>vii) Overgrown hedge 18-2 Main Road</b><br/>Overgrown hedge trimmed back to make footpath accessible 27.09.24.</p> <p><b>viii) Complaint received reference verbal abuse from resident (during flooding)</b><br/>Cllrs Crabtree and Dow reviewed and provided a response sent by the Clerk.</p> | <p>Clerk</p> <p>Clerk<br/>Cllr Dow</p> <p>Clerk</p> <p>Clerk</p> <p>Cllrs<br/>Crabtree &amp;<br/>Dow</p> |
| <b>107.24</b> | <p><b>Planning</b></p> <p><b>Applications Received</b><br/><a href="https://publicaccess.wellingborough.gov.uk/online-applications/">https://publicaccess.wellingborough.gov.uk/online-applications/</a></p> <p><b>i) NW/24/00543/TCA; Sat 21 Sep 2024</b><br/>Removal of No. 1 Yew Tree in the front garden, 38 Main Road Grendon. It is located close to the property and causing structural problems to the garden wall and main property. Structural engineer has confirmed cracking to end gable wall. Stonemason has confirmed that the wall requires stitching to secure its stability.</p> <p><b>ii) NW/23/00360/FUL BESS Development at Grendon Lakes</b><br/>Clerk awaiting:</p> <ul style="list-style-type: none"> <li>• response from Statera regarding amendments to CTMP report and confirmation regarding there being no need for the additional battery storage or new substation.</li> <li>• receipt of Statera noise report from NNC planning.</li> </ul>   |  |

|               |  |                                   |
|---------------|--|-----------------------------------|
|               | <p>To discuss and resolve the council response, including a review of the cumulative impacts, to the current application.</p> <p><b>iii) NW/24/00448/EXT</b></p> <p>Consultation on the draft Statement of Community Consultation (SoCC) for a Nationally Significant Infrastructure Project (NSIP) (solar farm). Agreed feedback submitted to NNC Planning by email.</p>  |                                   |
| <b>108.24</b> | <p><b>Playing Field update.</b></p> <p>i) To receive completed risk assessments.</p> <p>ii) To discuss and resolve on actions to counteract the wet pour gap.</p> <p>iii) To discuss and resolve the choices for replacing the landing pad on the tower climbing frame.</p> <p>iv) To receive the update on overhanging trees.</p> <p>v) To receive the update on the trimming of the overgrown hedge adjacent to the park, Main Road.</p> | <p>CLlr Howell</p>                |
| <b>109.24</b> | <p><b>Pocket Park update – including risk assessments</b></p> <p>i) To receive completed risk assessments.</p> <p>To discuss and resolve planting around the bench, pruning back of the apple tree and the removal of thistles. To confirm a date for a working party to implement agreed tasks.</p> <p>ii) To receive an update on the removal of the dead tree.</p>  | <p>CLlr Nimmo</p> <p>CLlr Dow</p> |
| <b>110.24</b> | <p><b>Allotments update</b></p> <p>i) To receive the update on the hedge cut back and hogweed removal.</p> <p>ii) To receive the update on the overgrown plots</p> <p>To discuss and resolve the delivery of a notification of forfeit letter to the previous tenant of plot 5 and timeline for the removal of the concrete foundation.</p> <p>iii) To receive the update on new tenants and remaining empty plots.</p>                    | <p>Clerk</p>                      |
| <b>111.24</b> | <p><b>Councillor ideas</b></p>   |                                   |
| <b>112.24</b> | <p><b>Items for information or next agenda</b></p> <p>Please provide any items for addition to this agenda by 07.10.2024.</p>  | <p>GPC</p>                        |
| <b>113.24</b> | <p><b>The date of next meeting</b></p> <p>11<sup>th</sup> November 2024</p>  |                                   |

## Appendix 1

### Quarterly Spending Against Budget - July to September

| Quarterly                                      |            |                    | April-June                  |                  | July-Sep          |                  |   |
|--|------------|--------------------|-----------------------------|------------------|-------------------|------------------|---|
| <b>Appendix 2</b>                              |            |                    |                             |                  |                   |                  |   |
| Spending against Budget 24/25                  |            |                    | Key: Actual is above budget |                  |                   |                  |   |
|  |            |                    | End Q1                      | % against budget | End Q2            | % against budget | Detail / reason for variance                                    |
| <b>Non-Discretionary Exp</b>                   |            |                    |                             |                  |                   |                  |   |
| <b>Street Lighting</b>                         |            |                    |                             |                  |                   |                  |   |
| Electricity                                    | £ 2,750.00 |                    | £ 483.54                    | 17.58%           | £ 1,080.14        | 39.28%           |   |
| Replacement/maintenance                        | £ 400.00   | £ 3,150.00         | £ -                         |                  | £ -               |                  |   |
| <b>Grass cutting</b>                           | £ 2,300.00 |                    | £ 720.00                    | 31.30%           | £ 1,704.00        | 74.09%           | More frequent cutting required due to weather                   |
| weedkilling                                    |            |                    |                             |                  |                   |                  |   |
| rent playing field                             | £ 430.00   | £ 2,730.00         | £ -                         |                  | £ -               |                  |   |
| <b>Allotments</b>                              |            | £ 1,000.00         | £ -                         | 0.00%            | £ 55.42           | 5.54%            |   |
| <b>Clerk</b>                                   |            | £ 4,620.00         | £ 949.70                    | 20.56%           | £ 2,759.70        | 59.73%           | Additional hours required: bedding in; dealing with backlogs    |
| <b>Insurance</b>                               |            | £ 1,150.00         | £ 1,185.69                  | 103.10%          | £ 1,185.69        | 103.10%          | Annual cost risen   |
| <b>Grit Bin filling</b>                        |            | £ 150.00           | £ -                         | 0.00%            | £ -               | 0.00%            |   |
| <b>Council costs (Hall, Training, Exp)</b>     |            |                    |                             |                  |                   |                  |   |
| Hall hire                                      | £ 260.00   |                    | £ 120.00                    | 46.15%           | £ 180.00          | 69.23%           | Additional bookings to support Clerk recruitment and EGM        |
| Training                                       | £ 100.00   |                    | £ -                         | 46.15%           | £ 120.00          | 120.00%          | Additional training for Clerk                                   |
| Council expenses                               | £ 400.00   |                    | £ 27.00                     | 6.75%            | £ 447.39          | 111.85%          | New laptop, smartphone and membership fees for clerk            |
| Membership                                     | £ 700.00   | £ 1,460.00         | £ 692.79                    | 98.97%           | £ 727.79          | 103.97%          | Increase in annual cost   |
| <b>Chairman's expense Allowance</b>            |            | £ 100.00           | £ -                         | 0.00%            | £ -               | 0.00%            |   |
| <b>Audit</b>                                   |            | £ 210.00           | £ -                         | 0.00%            | £ -               | 0.00%            |   |
| <b>Website</b>                                 |            | £ 460.00           | £ -                         | 0.00%            | £ 460.00          | 100.00%          | Increase in annual cost   |
| <b>Other (including Defib &amp; Elections)</b> |            | £ 300.00           | £ 641.06                    | 213.69%          | £ 641.06          | 213.69%          | Purchase of Defib replacement parts and replacement noticeboard |
| <b>Total</b>                                   |            | <b>£ 15,330.00</b> | <b>£ 4,819.78</b>           |                  | <b>£ 9,361.19</b> | <b>61.06%</b>    |   |

|                               |  |                    |                    |         |                    |         |
|-------------------------------|--|--------------------|--------------------|---------|--------------------|---------|
| <b>Discretionary Spending</b> |  |                    |                    |         |                    |         |
| S137 Grants                   |  | £ 500.00           |                    |         | £ 80.46            | 16.09%  |
| Repairs Playng Field          |  | £ 2,150.00         | £ 920.00           | 42.79%  | £ 1,014.00         | 47.16%  |
| Copse                         |  | £ -                |                    |         | £ -                |         |
| <b>Total</b>                  |  | £ 2,650.00         | £ 920.00           |         | £ 1,094.46         |         |
|                               |  |                    |                    |         |                    |         |
| <b>Total Expenditure</b>      |  | <b>£ 17,980.00</b> | <b>£ 5,739.78</b>  | 31.92%  | <b>£ 10,455.65</b> | 58.15%  |
| VAT                           |  |                    | £ 539.12           |         | £ 966.85           |         |
|                               |  |                    | <b>£6,278.90</b>   |         | <b>£11,422.50</b>  |         |
| <b>Income</b>                 |  |                    |                    |         |                    |         |
| Budget/Precept                |  | £ 17,310.00        | £ 17,310.00        | 100.00% | £ 17,310.00        | 100.00% |
| Allotment rent                |  | £ 420.00           | £ -                | 0.00%   | £ -                | 0.00%   |
| Playing field rent            |  | £ 250.00           | £ -                | 0.00%   | £ -                | 0.00%   |
|                               |  |                    |                    |         |                    |         |
| <b>Total</b>                  |  | <b>£ 17,980.00</b> | <b>£ 17,310.00</b> |         | <b>£ 17,310.00</b> |         |
|                               |  |                    |                    |         |                    |         |
| <b>Other income</b>           |  |                    |                    |         |                    |         |
| Donations & grants            |  |                    |                    |         |                    |         |
| Other                         |  |                    |                    |         | £35.00             |         |
| Interest                      |  |                    | £ 57.09            |         | £ 138.50           |         |
| VAT refund 2023/24            |  |                    |                    |         | £1,250.21          |         |
| Allotment deposits            |  |                    |                    |         | £50.00             |         |
| <b>Total Income</b>           |  | <b>£ 17,980.00</b> | <b>£17,367.09</b>  |         | <b>£18,783.71</b>  |         |
|                               |  |                    |                    |         |                    |         |