

# GRENDON PARISH COUNCIL

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[www.grendonparishcouncil.gov.uk](http://www.grendonparishcouncil.gov.uk)

## Minutes of Ordinary Council Meeting - 11.11.2024

114.24	<p><b>Public Open Forum.</b>                  2 members of the public attended. One member of the public queried, in relation to the planned solar farm, whether the UK is influenced by EU laws. The council advised members of the public that the contact details for Stop Greenhill Solar can be found online.</p>	
115.24	<p><b>North Northamptonshire Councillor Reports.</b>  <b>Present:</b> Councillors Martin Griffiths, Tom Partridge Underwood and Jon-Paul Carr.  <b>Update re: Greenhill Solar</b>                  A constructive meeting between ward councillors and the Solar Action Group was held; attendees came from all villages within the Greenhill Solar Farm boundary:</p> <ul style="list-style-type: none"> <li>● Primarily a fact finding meeting.</li> <li>● Notes from conversations with NNC officers were brought to the meeting to aid the discussion.</li> <li>● NNC solar farm response is still in draft form.</li> <li>● Potential need for legal representation.</li> <li>● Each party pledged to support one another within the law of planning.</li> <li>● Feedback at this stage can be general with responses at the planning stage providing detail.</li> <li>● All feedback should be as individuals and not households.</li> </ul> <p><b>Update re: Flooding and Highways</b>                  Highways would be happy to meet with flood wardens and parish councils to share the due process of response during a flood. The main response protocol to establish would be regarding Highways enforced road closures for which there is a trial process that will take place later this year.</p> <p><b>Updated re: Joint letter with Earls Barton PC</b>                  Congratulations were given on the work completed.</p>	<p>Clerk email sent to ward cllrs</p> <p>Clerk</p>
116.24	<p><b>To receive and accept apologies and reasons for absence.</b>  <b>None received.</b>  <b>Present:</b>                  Cllr C Dow (chair), Cllr M Howell, Cllr P Mason, Cllr J Codner, Cllr N Nimmo, Cllr M Herron, Cllr M Smith, Cllr J Lister and S Tilaks (clerk).                  Resignation of Cllr K Crabtree was formally accepted by the council. It was <b>proposed and agreed</b> to offer formal recognition and thanks to Cllr Crabtree for all her hard work this year as Chair and in the years previous.</p>	<p>Clerk</p>
117.24	<p><b>To receive any declarations of disclosable pecuniary or non-statutory disclosable interests from Councillors for items on the agenda.</b>                  129.24 ii Cllrs Herron and Howell.</p>	
118.24	<p><b>To receive requests for dispensation.</b>  <b>None received.</b></p>	
119.24	<p><b>To sign the minutes of the council meeting.</b>                  The <b>minutes</b> of the meeting held on 14th October 2024 were <b>signed</b>.</p>	
120.24	<p><b>Police Matters - Monthly Crime Report.</b>                  The August crimes were noted.</p>	

121.24	<p><b>Chair's Report.</b> Cllr Dow took the role of Chair under the auspices of his role as Vice Chair. It was <b>proposed and agreed</b> that the nomination of a new Chair and Vice Chair would be added to the next agenda.</p>	Clerk																																																																																																																																
122.24	<p><b>Finance.</b></p> <p><b>i. Income</b></p> <table border="1" data-bbox="167 286 1364 331"> <tr> <td>30/09/2024</td> <td>Natwest Reserve acc interest</td> <td>£27.80</td> </tr> </table> <p>It was <b>reviewed</b> and <b>resolved</b> to <b>approve the income</b> as listed.</p> <p><b>ii. Expenditure</b></p> <p>*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.</p> <table border="1" data-bbox="167 504 1364 981"> <thead> <tr> <th>Date</th> <th>Payee</th> <th>Amount inc. VAT</th> <th>VAT</th> <th>Payable under power</th> </tr> </thead> <tbody> <tr> <td>01/10/2024</td> <td>Sylvia Tilaks</td> <td>£1,099.48</td> <td></td> <td>Localism Act 2011 ss1-8</td> </tr> <tr> <td>07/10/2024</td> <td>Total Energies</td> <td>NOT DEBITED</td> <td></td> <td>Localism Act 2011 ss1-8</td> </tr> <tr> <td>15/10/2024</td> <td>Grendon Village Hall</td> <td>£20.00</td> <td></td> <td>Localism Act 2011 ss1-8</td> </tr> <tr> <td>17/10/2024</td> <td>SJ MJ Nightingale</td> <td>£378.00</td> <td>£63.00</td> <td>Localism Act 2011 ss1-8</td> </tr> <tr> <td>23/10/2024</td> <td>DD Credit Card</td> <td>£24.32</td> <td>£4.05</td> <td>Localism Act 2011 ss1-8</td> </tr> <tr> <td>"</td> <td>"</td> <td>£10.00</td> <td>£1.67</td> <td>Localism Act 2011 ss1-8</td> </tr> <tr> <td>"</td> <td>"</td> <td>£3.00</td> <td></td> <td>Localism Act 2011 ss1-8</td> </tr> <tr> <td>31/10/2024</td> <td>Total Energies</td> <td>£11.79</td> <td>£0.56</td> <td>Localism Act 2011 ss1-8</td> </tr> <tr> <td>31/10/2024</td> <td>Grendon Village Hall</td> <td>£40.00</td> <td></td> <td>Localism Act 2011 ss1-8</td> </tr> <tr> <td>31/10/2024</td> <td>Unity Trust Bank</td> <td>£5.40</td> <td></td> <td>Localism Act 2011 ss1-8</td> </tr> </tbody> </table> <p>As of 31.10.24, the balance in the Current Account stands at <b>£11,402.62</b> (assuming all cheques presented). The balance in the business premium accounts stands at <b>£22,604.30</b> (30.09.24) Earmarked of this - Pathfinder grant <b>£2,480.40</b></p> <p>It was <b>reviewed</b> and <b>resolved</b> to <b>approve the expenditure</b> as listed.</p> <p><b>iii. To approve bank reconciliation 31.10.24</b></p> <table border="1" data-bbox="167 1209 1364 1809"> <thead> <tr> <th colspan="2">Bank reconciliation</th> <th>31.10.2024</th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td>Total receipts</td> <td></td> <td></td> <td>£ 18,811.51</td> <td></td> </tr> <tr> <td>less</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total payments</td> <td></td> <td></td> <td>£ 13,014.49</td> <td></td> </tr> <tr> <td>Total receipts less total payments</td> <td></td> <td></td> <td></td> <td>£ 5,797.02</td> </tr> <tr> <td>Plus opening balances as of 31.03.24</td> <td>Unity</td> <td></td> <td>£ 5,771.90</td> <td></td> </tr> <tr> <td></td> <td>Bus prem</td> <td></td> <td>£ 22,438.00</td> <td>£ 28,209.90</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td><b>£ 34,006.92</b></td> </tr> <tr> <td colspan="5"><b>Bank accounts closing balances</b></td> </tr> <tr> <td>Current AC: Unity Trust</td> <td></td> <td></td> <td>£ 11,402.62</td> <td></td> </tr> <tr> <td>Business Prem AC: Natwest</td> <td></td> <td></td> <td>£ 22,604.30</td> <td></td> </tr> <tr> <td>Plus credits not yet showing</td> <td>None</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Less payments not yet showing</td> <td>None</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td><b>£ 34,006.92</b></td> </tr> </tbody> </table> <p>It was <b>reviewed</b> and <b>resolved</b> to <b>approve the bank reconciliation</b> as listed.</p> <p><b>iv. Business Savings Account</b></p> <p>Alternative business savings accounts were discussed to replace the Natwest Saver for reserve monies. It was <b>agreed</b> and <b>resolved</b> that the Finance Working Party would discuss available options and present a recommendation at the next council meeting for resolution.</p>	30/09/2024	Natwest Reserve acc interest	£27.80	Date	Payee	Amount inc. 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123.24	<p><b>Flooding - Community Meeting</b></p> <p><b>i. To receive updates on the flood response meeting</b>  The community meeting went well and helped all those involved raise their queries and issues on a public forum. The EA presentation was particularly useful and educational. The subsequent NNC community flood resilience meeting was a useful tool to identify available flood defence options for households. A flood working party meeting is to be confirmed with the focus being:</p> <ul style="list-style-type: none"> <li>● Discuss and agree on what steps can be taken to help reduce risks presented by flooding.</li> <li>● Improve communication with and establish partnership roles and responsibilities</li> <li>● Review findings and recommendations within reports to be provided by NNC and partners regarding recent flooding</li> <li>● Agree action plan based on findings and recommendations of reports once received.</li> <li>● Review and update emergency plans.</li> </ul> <p>The council referenced the 2018 flood report as a useful tool to be referred to during this process in addition to the forthcoming Section 19 flood report.</p> <p><b>ii. To discuss and resolve the draft flood report</b>  It was <b>proposed</b> and <b>resolved</b> to adopt the flood report as Grendon Parish Council's response to the recent flooding ahead of the Section 19 report completion. Clerk to publish.</p>	<p>Clrs Lister &amp; Dow</p> <p>Clerk</p>
124.24	<p><b>Policy reviews</b></p> <p><b>i. Subject Access Request Procedure</b>  It was <b>proposed</b> and <b>resolved</b> to adopt the updated policy.</p> <p><b>ii. Data Map</b>  It was <b>proposed</b> and <b>resolved</b> to adopt the updated policy.</p> <p><b>iii. Internal Controls policy</b>  It was <b>proposed</b> and <b>resolved</b> to adopt the policy without amendment.</p> <p><b>iv. Scope and nature of Internal Controls and Internal Audit</b>  It was <b>proposed</b> and <b>resolved</b> to adopt the policy without amendment.</p> <p><b>v. Sickness</b>  Clerk to update the policy to reflect Grendon Parish Council staffing and management. Cllr Lister to re-review.</p> <p><b>vi. Emergency Plan</b>  Cllr Dow and Lister to overhaul the procedure to:</p> <ul style="list-style-type: none"> <li>● be relevant in light of recent events,</li> <li>● confirm the named members</li> <li>● confirm responsibilities are accurate and up to date.</li> <li>● update the procedure to contact or identify the addresses of vulnerable information</li> </ul> <p>Clerk to provide access to the document to allow amendments.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk Cllr Lister</p> <p>Clrs Dow, Lister</p> <p>Clerk</p>
125.24	<p><b>Speed Working Party</b>  It was <b>proposed</b> and <b>resolved</b> to add the speed working party to the agenda for January 2025 in order to reflect the importance of the council's current priorities.</p>	<p>Clerk</p>
126.24	<p><b>Grit Bin - Blackmile Lane</b>  NNC response not received.</p>	<p>Cllr Dow</p>
127.24	<p><b>Clerks Report</b>  To receive updates on:</p> <p><b>i. Kissing Gates</b>  Quote received from Highways contractor of £936.70 + VAT chargeable to Highways. It was <b>proposed</b> and <b>resolved</b> to log the request for an upgrade to a kissing gate on Fix My Street.</p> <p><b>ii. Street Lighting upgrade</b>  EON met with the clerk and Cllr Howell 06.11.2024. It was confirmed that the low pressure mercury street lamps were 36 watt LED lamps retrofitted. An approximate annual saving would be £265 annually if all 36 and 26 watt LED's were replaced to 18 watt, or £330 pa to 8 watt lamps. It was <b>reviewed</b> and <b>resolved</b> that the cost of full replacement was not cost effective but</p>	<p>Clerk</p>

	<p>that the council would look into a full review of the street lighting to assess next steps and to update the council's asset register.</p> <p>It was <b>proposed</b> and <b>resolved</b> to use EON to maintain and repair faulty street lighting on a PAYG basis not a maintenance contract.</p> <p>Clerk to prepare a report on lighting costs, savings and replacement for December meeting and to continue to monitor the lighting situation.</p> <p><b>iii. Member Empowerment Fund - Cllr M Griffiths</b>  Various equipment and facilities appropriate to this grant were discussed including flood defence items, kissing gates, noticeboard, information board and speeding countermeasures. It was <b>proposed</b> and <b>resolved</b> that councillors would submit preferred choices and costs to the clerk for collation by 5pm Thursday 28th November to be resolved at the December meeting.</p> <p><b>iv. Village communications and updates</b>  It was <b>proposed</b> and <b>resolved</b> to keep the leaflet focussed on growing the email circulation list and increase the council's Facebook following. The clerk is to create a leaflet containing a QR code for those wishing to be added to the circulation list and a link to the Council Facebook page. Allotment advertising to be added to the December Grendon Times.</p> <p><b>v. Council meeting remote attendance update.</b>  It was <b>proposed</b> and <b>resolved</b> to share the consultation on remote meetings to residents. It was noted that the mobile signal in the Village Hall may not be adequate for streaming live video. The council resolved to address this at a later date.</p> <p><b>vi. Overgrown hedge, Main Road, adjacent to the playing field</b>  The hedge has been cut back as of 13.11.24.</p> <p><b>vii. Website</b>  Application completed. Free web domain and clerk email for 2 years. Domain and email forwarding to continue for the duration of the renewal of the .org.uk domain. Next renewal 21.10.2026. It was <b>proposed</b> and <b>resolved</b> not to use .gov.uk emails for councillors.</p> <p><b>viii. Clerk holiday</b>  The clerk's Christmas holiday (23.12.24 to 06.01.25) was <b>approved</b> and it was <b>resolved</b> to move the January meeting date to Monday 20th January.</p>	<p>Clerk</p> <p>Clerk</p> <p>ALL</p> <p>Clerk Cllr Nimmo</p> <p>Clerk</p> <p>Clerk</p>
128.24	<p><b>Correspondence</b>  <b>Joint letter to Highways</b>  It was confirmed that the Grendon and Earls Barton clerks would meet to collate Council responses and agree joint actions for a subsequent draft letter. It was <b>proposed</b> and <b>resolved</b> to:</p> <ul style="list-style-type: none"> <li>● Redraw attention to the original requests and not the ancillary work the letter referred to.</li> <li>● Request a clearly defined plan of action.</li> <li>● Push for a specific timeline for each work item, ie. analysis/assessment and resurfacing.</li> <li>● Request an answer to the original request for a survey of structural soundness this time with particular reference to the increased traffic which will be incurred if the solar farm is approved.</li> </ul>	<p>Clerk</p>
129.24	<p><b>Planning</b>  <b>Applications Received</b>  <a href="https://publicaccess.wellingborough.gov.uk/online-applications/">https://publicaccess.wellingborough.gov.uk/online-applications/</a></p> <p><b>i. NW/23/00360/FUL BESS Development at Grendon Lakes</b>  Noise report has been received with no objections from Environmental Health. It was <b>proposed</b> and <b>resolved</b> to submit the council's report after the full planning application is received.</p> <p><b>ii. NW/24/00511/FUL; 25 Main Road Grendon Northampton NN7 1JW</b>  It was <b>proposed</b> and <b>resolved</b> to respond with no objections.</p> <p><b>iii. Greenhill Solar Farm Statutory Consultation - Stage 2 under the Planning Act 2008</b>  It was <b>proposed</b> and <b>resolved</b> that councillors will provide:</p> <ul style="list-style-type: none"> <li>● individual responses by Friday 15th November for the clerk to collate.</li> <li>● for review and resolution at the December meeting for submission by 19.12.24.</li> </ul> <p>It was <b>proposed</b> and <b>resolved</b> that the Clerk will post the consultation letter on the:</p> <ul style="list-style-type: none"> <li>● council website,</li> <li>● council Facebook page and</li> </ul>	<p>Clerk</p> <p>Clerk</p> <p>ALL</p>

	<ul style="list-style-type: none"> <li>• Grendon community noticeboard.</li> <li>• To ensure impartiality and objectivity the clerk will post the Stop Greenhill documents.</li> </ul>	Clerk
130.24	<p><b>Playing Field update.</b></p> <p>i. Risk assessment received. No new risks identified.</p> <p>ii. It was <b>proposed</b> and <b>resolved</b> that the discussion on actions to counteract the wet pour gap be deferred until the December meeting.</p> <p>iii. The replacement of the landing pad is due to take place week commencing 09.12.2024.</p>	Clerk
131.24	<p><b>Pocket Park update – including risk assessments</b></p> <p>i. Current risk assessment received.</p> <p>ii. It was <b>agreed</b> that, because GPC is a riparian owner, riparian owners documentation would be sourced and any amendments to the current risk assessments made, if required, after reference to that information and the flood risk for planning map .</p> <p>iii. GPC would like to thank Arborescence Tree Care for offering to remove the dead tree in the pocket park free of charge, date of removal to be confirmed.</p>	<p>CLlr Dow</p> <p>CLlr Lister</p>
132.24	<p><b>Allotments update</b></p> <p>i. GCK has not yet completed the hedge maintenance. It was <b>proposed</b> and <b>resolved</b> to give GCK one more month to complete the job. The council thanked all those who volunteered to help on the allotment clear up day. The last of the removed vegetation was disposed of this week.</p> <p>ii. It was <b>proposed</b> and <b>resolved</b> that 12 months notice would be given to all current and new tenants of a price increase to £50: £35 rental plus £15 annual water charge.</p> <p>iii. It was <b>proposed</b> and <b>resolved</b> to address the resizing of the remaining plots at the December meeting.</p> <p>iv. It was <b>proposed</b> and <b>resolved</b> to adjust the tenancy agreement for plot 5 to clarify that the concrete foundation is classed as a permanent feature of that plot and, should the tenant wish to have it removed, they would only be allowed to do so at their own expense. It was <b>proposed</b> and <b>resolved</b> that all new and renewed tenancy contracts will include a clause confirming that no permanent structure is to be installed on any plot. Should a tenant wish for a permanent structure to be installed then the Council reserves the right to issue an insurance deposit to the value of the total cost for the subsequent removal of the installation.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
133.24	<p><b>Councillor ideas</b></p> <p>It was <b>proposed</b> and <b>resolved</b> to defer this item to the December meeting.</p>	ALL
134.24	<p><b>Items for information or next agenda</b></p> <p>Please provide any items for addition to the next agenda by 28.11.2024.</p>	ALL
135.24	<p><b>The date of next meeting</b></p> <p>9<sup>th</sup> December 2024</p>	

Meeting ended: 21.44pm

Chair's Signature: .....

Date: .....