

Pitsford Parish Council www.pitsfordvillage.co.uk

Notice of Pitsford Parish Council Meeting

To members of the Council: You are hereby summoned to attend a meeting to be held on **Tuesday 9th January 2024,** at 7:30pm, Pitsford Village Hall, Pitsford High Street.

Public and Press are welcome to attend.

Public Participation: In accordance with Standing Order 3 (e & f), members of the public and press are invited to address the Council about any matter relating to the business to be transacted, and any function of the Council. A period not exceeding 15 minutes will be set aside at the start of the meeting for this purpose unless directed by the chairman of the meeting.

Apologies to the Clerk, Sarah Stock; email clerk@pitsfordparishcouncil.org.uk

4th January 2024

Apologies received:

2023/0063 Declarations of Interest.
Councillors are asked to make declarations of interest on matters relating to this agenda.

2023/0064 Public Session
Meeting adjourned for members of the public to address the council on matters related to this agenda. (Duration and content at Chairman's discretion)

Verbal Updates (no decision can be made on items in this part of the agenda)

- Churchyard shed: Council to note planning permission is required before the shed can be erected as there are no permitted development rights for Churches. Cllr KI to update.
- Election Update: Council to note Parish Council elections will take place May 2024.

2023/0065 Minutes.
Council to approve minutes from the meeting held 14th November 2023
(available from www.pitsfordvillage.co.uk).

2023/0066 Bank Reconciliation & YTD Budget vs Expenditure review
Council to accept the bank reconciliation.

Opening Balance 2023/24	**£36,691**	
YTD Income	£48,175	
YTD Expenditure (inc VAT & unauthorised unity payments)		£55,493
Current Account (Unity 20427472)		£7,313

Reserve Account (Unity 20428196)		£22,640
Balance b/f		£29,954
YTD Closing balance (less pending expenditure)		**£29,373**
2023/24 YTD Unclaimed VAT	£1,259	

2023/0067 Accounts for Payment & Receipts

Council to approve the following items for payment:

Payee	Invoice #	Invoice Date	Amount Due (Inc. VAT)	VAT
Sarah Stock	December	28.12.23	£451.20	
Unity Trust Bank (DD)	Statement 54	31.12.23	£18.00	
Barbara Osborne Payroll	7554	31.12.23	£61.50	
Cllr Steve Arnold	Christmas Tree	15.12.23	£97.00	
R&G Grounds Maintenance	120395	30.11.23	£84.00	£ 14.00
SSE Energy Solutions	IV00087715	22.11.23	£70.37	£ 4.44
INCOMR: Cemetery Plot	PPC-2023/ERB007	19.12.23	(£500.00)	
INCOME: Cemetery Plot	PPC-2024/ERB008	2.1.24	(£500.00)	
Northants CALC	INV-3381	24.11.23	£50.40	£ 8.40
White Cobra Productions	10705	29.11.23	£49.00	
Cllr Maureen Holliday	Apr-Nov 23	30.11.23	£802.15	
John Hancock	2023 Christmas Trees	1.12.23	£343.50	
Sarah Stock	January	28.1.24	£402.28	
SSE Energy Solutions	IV00177531	19.12.23	£72.79	£ 4.59
Cllr Chelsey Furniss	Screw Fix: Bin liners	23.12.23	£10.49	
2Communne Ltd	4707	15.12.23	£60.00	£ 10.00
(DD) ICO	2024 Registration	5.1.24	£35.00	

2023/0068 Budget & Precept

Council to set budget (see final page of agenda), increasing expenditure from precepted funds by 5%, from £36,050 to £38,000. Council can anticipate a closing balance of around £20,000. Note councils are advised to hold 6-12months precept in reserve.

Council to set a precept subject to agreement of the budget.

2023/0069 Printer Lease

Council is asked to confirm its intention to discontinue the lease agreement at the end of the minimum term in May 2024. At this time council will outsource printing for the newsletter.

2023/0070 New Cemetery

Council to note items in progress:

- Plaque to acknowledge the Carvel family donation and PC Funding: council to agree wording: "This cemetery was made possible because of the generous donation from the Carvell family and funding from Pitsford Parish Council".
- Council to confirm appointment of Paul Thomas, contracted to clear debris at the cemetery. PT will charge agreed hourly rate. It is estimated the initial clear will take two days,

2023/0071 Highways

2023/0072 Village Green Spaces & Maintenance

Council to note, resolve action and allocate funds as appropriate:

- Wildflower strip, Moulton Rd:
- Tumulus:
- Millennium Spinney:
- The Green:
- The Island:

2023/0073 Biodiversity Policy

Under the 2021 Environment Act, public authorities (including town and parish councils) operating in England must consider what they can do to conserve and enhance biodiversity. Government guidance published on 17 May 2023 clarifies that, as a public authority, town and parish councils must:

• consider what they can do to conserve and enhance biodiversity.
• agree policies and specific objectives based on their consideration.
• act to deliver their policies and achieve their objectives.

Pitsford Parish Council are asked to resolve to adopt the model Biodiversity Policy published January 2024 (available from https://www.northantscalc.com/blog/news-1/model-biodiversity-policy-2023-61) by NCALC and note that they comply with the policy by:

- Continuing a program of tree planting throughout Pitsford
- Establishing wildflower beds along the Moulton Road and A508
- Ensure mowing & maintenance schedules provide a positive balance of promoting biodiversity and maintaining a safe, tidy village.
- Support local organisations to establish greener farming practices and land management strategies.

2023/0074 Planning Applications (Applications can be viewed on the West Northants Council planning portal at https://www.westnorthants.gov.uk/your-council/maps and search "Pitsford"

Applications Received: Council to consider and resolve response to each planning application. Applications received after the publication of this agenda may be included.

Council to note YTD planning list, including determinations. See final pages of agenda.

Correspondence

Date of the next meeting: Future dates: 12th March 2024; 14th May 2024.

PITSFORD

	Proposed 24/25 budget
Allocated Precept	
Clerk's salary (Inc. PAYE & HWA)	£6,000
Insurance	£1,000
Audit, Legal & NCALC	£1,000
Office Expenses	£1,500
Printer	£2,500
Street Lighting	£1,000
Grass/verge cutting	£4,000
Church Mowing & Walls (R&G)	£3,000
Sports Field Grants (Hayeswood)	£2,000
General Village Maintenance	£3,000
Cemetery Expenditure	£2,500
Donations/Grants	£3,000
Chairman's Allowance & S137 (Specify)	£250
Contingency	£5,000
Parish Council Store/Shed	£2,000
Total precepted budget & expenditure	**£38,000**
2023/24 Allocated Reserves	
Legal & Professional	£5,000
Permanent Feature Sign	£4,000
Parish Liabilities	£11,000
Total Expenditure	**£58,000**