

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 14th January 2025,** 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

9th January 2025

Apologies received:

2024/054 Declarations of Interest.
Councillors to make declarations of interest on matters relating to this agenda.

2024/055 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: Cllrs MH/KI to progressing planning application.
- Village Hall Registration: Awaiting confirmation of completion.
- Printer collected 3rd January. Village Hall committee have request that the PC hold one set of keys.
- Blocked drains report to West Northants Council in October still not attended to.

2024/056 To approve minutes from: 12th November 2024 (available from www.pitsfordvillage.co.uk).

2024/057 Bank Reconciliation & YTD Budget vs Expenditure review.
Council to accept the bank reconciliation

Opening Balance 2024/25	**£26,505**	
YTD Income	£40,129	
YTD Expenditure (inc VAT & pending unity payments)		£29,736
YTD Closing balance (less pending expenditure)		**£37,259**
2024/25 YTD Unclaimed VAT	£2,604	

2024/058 Accounts for Payment & Receipts. Council to approve the following items for payment:

Payee	Invoice #	Invoice Date	Amount Due (Inc. VAT)	VAT
(DD) Unity Trust Bank	Statement 68	30.12.24	£6.00	
(DD) SSE Energy Solutions	IV01959659	17.11.24	£212.16	£ 10.10
N'ton & Lamport Railway	2024 Grant	10.11.24	£500.00	
(SO) Sarah Stock	November Salary	28.11.24	£505.64	
White & Joyce Limited	U0555 (Deposit)	18.11.24	£420.76	£ 70.13
White Cobra Productions	10777	30.11.24	£32.00	
Parish Council Websites	INV-3188	22.11.24	£273.60	£ 45.60
MW Palmer	Entrance alternation	30.11.24	£650.00	
Pitsford Primary School	Sensory Garden	17.11.24	£500.00	
The Handy Log Man	4874	30.11.24	£120.00	£ 20.00
(DD) SSE Energy Solutions	IV02010048	17.12.24	£34.25	£ 1.63
HMRC	120PB00464145 24/8	17.12.24	£25.80	
Cllr M Holliday	MinuteMan Press	2.12.24	£62.00	
HMRC	120PB00464145 24/0	17.12.24	£3.20	
MW Palmer	Bollards	15.12.24	£510.00	
R&G Grounds Maintenance	121389 (verge)	30.11.24	£90.00	£ 15.00
Barbara Osborne	7877	31.12.24	£63.00	
(SO) Sarah Stock	December Salary	28.12.24	£415.40	
(DD) Unity Trust Bank	Statement 69	30.12.24	£6.00	
(INCOME) Interest	INTEREST - IA Account	30.12.24	(£253.08)	
(DD) Information Comm Office	ZA154346	5.1.25	£35.00	
HMRC	120PB00464145 24/10	17.1.25	£3.20	
(SO) Sarah Stock	January Salary	28.1.25	£415.40	
Royal British Legion	2024 Donation	27.11.25	£100.00	
Cllr Maureen Holiday	Bollards	3.12.24	£668.04	£ 111.34
White Cobra Productions	10783	24.12.24	£32.00	
Pits Sports Field Committee	2023 & 2024 Insurance	5.9.24	£1,092.80	
(DD) Unity Trust Bank	Statement 70	31.1.25	£6.00	

2024/059 2025/26 Budget & Precept

Council to review proposed budget (see final page of agenda), increasing expenditure from precepted funds by 3.3%, from £38,000 to £39,250. Council can anticipate a closing balance of around £31.,000.

Subject to agreement of the budget, council will set a precept for the financial year 2025/26.

2024/060 Grant Applications & Donations

Council to consider a grant application from Pitsford Sports Field Committee for £1,092.80 to cover insurance premiums for 2023 (£564.85) and 2024 (£527.95). Full application has been circulated to councillors by email and was accompanied by the PSF accounts.

Council to approve the annual donation of £100 made to the Royal British Legion Brixworth Division.

2024/061 Village Green Spaces & Maintenance

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

- Wildflower strip, Moulton Rd:
- Tumulus:
- Millennium Spinney:
- The Square:
- The Green:
- The Island:
- A508 Wildflower bed:

The village sign at on the Moulton Road has become obscured by vegetation from Pitsford School boundary hedge. Council to note clerk will write to Pitsford School to request the hedges are cut back.

Vegetation at Bunkers Hill corner (left side) on Moulton Road is limiting highway visibility. Council to note clerk will write to WNC to request the hedges are cut back.

Council may wish to consider the options for the wildflower areas

Council to note R&G are contracted to mow the Church Yard. R&G have responded to comments made about care around the walls and gravestones, requesting that more time needs allocating to the job. This would increase costs to £180 per cut. Council is asked to accept the increase.

2024/062 New Cemetery and Church Yard Works

Council to formally accept quotes from Martin Palmer for the following work:

- Repairs to the Church Yard monument £TBC
- Installation of the bollards £510 (bollards supplied separately at a cost of £556.70)
- Modification to the cemetery wall £650
- Church Yard wall repair £TBC

Council is grateful to Mr Palmer for his advice and expertise regarding the above works.

2024/063 Planning Applications. Council to consider and resolve responses.

Applications received after the publication of this agenda may be included.

No applications received for consideration.

Date of future meetings: March 11th. Annual Parish Meeting & Annual Council Meeting 13th May 2025.

Pitsford draft budget. Proposed uplift of 3.3%

PITSFORD	2024 25 YE ESTIMATE	BUDGET 2025/26
Opening Balance	£26,505	£30,791
Audit, Legal & NCALC	£846	£1,000
Cemetery Expenditure	£1,500	£2,500
Cemetery Income	£750	£0
Church Mowing & Walls (R&G)	£5,000	£3,000
Clerk's salary (Inc. PAYE & HWA)	£6,731	£7,000
Contingency	£180	£7,500
Donations/Grants	£1,782	£2,000
Election Costs	£0	£1,500
General Village Maintenance	£2,609	£3,000
Grass/Verge Cutting	£4,200	£4,500
Insurance	£643	£1,000
Office Expenses	£1,000	£1,500
Printer	£500	£0
Sports Field (Mowing & Insurance)	£2,340	£2,500
Street Lighting	£971	£1,000
Wildflower meadows	£610	£1,000
Church Yard Shed & Ground Works	£3,000	£0
Chairman's Allowance & S137 (Specify)	£0	£250
TOTAL EXPENDITURE	**£31,162**	**£39,250**
VAT 126 Reclaim (Est)	£4,655	
PRECEPT	-£38,000	
YTD Income	-£2,103	
Closing Balance	£30,791	
Allocation of closing balance		
Legal & Professional		£5,000
Permanent Feature Sign		£4,000
Parish Liabilities		£11,000