

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 11th March 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

6th March 2025

Apologies received:

2024/064 Declarations of Interest.
Councillors to make declarations of interest on matters relating to this agenda.

2024/065 Local Elections
Councillors to confirm receipt of nomination papers, which must be returned to WNC before 2nd April.

2024/066 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.
- Blocked drains report to West Northants Council in October still not attended to.

2024/067 To approve minutes from: 14th January 2025 (available from www.pitsfordvillage.co.uk).

2024/068 Bank Reconciliation & YTD Budget vs Expenditure review.
Council to accept the bank reconciliation and the budget analysis provided with this agenda.

Opening Balance 2024/25	**£26,505**	
YTD Income	£40,129	
YTD Expenditure (inc VAT & pending unity payments)		£32,021
Current Account (Unity 20427472)		£4,404
Reserve Account (Unity 20428196)		£32,472

Balance b/f		£36,877
YTD Closing balance (less pending expenditure)		**£34,613**
2024/25 YTD Unclaimed VAT	£2,928	

2024/069 Accounts for Payment & Receipts. Council to approve the invoices for payment:

Payee	Invoice #	Invoice Date	Amount Due (Inc. VAT)	VAT
White Cobra Productions	10789	22.1.25	£24.00	
Northants ACRE	2025/26 Membership	5.2.25	£42.00	£ 7.00
Paul Thomas	2025/05 Tumulus	27.1.25	£182.50	
Pitsford Village Hall	2024 Electricity	22.1.25	£120.00	
Sharp Business Systems	8073112300	15.1.25	£198.00	£ 33.00
Minuteman Press	17424	28.1.25	£110.00	
Tomato Energy	5552870597	17.2.25	£54.94	£ 2.62
Tomato Energy	5552877175	17.2.25	£106.85	£ 5.09
Tomato Energy	5552878154	17.2.25	£106.85	£ 5.09
(SO) Sarah Stock	February Salary	28.2.25	£415.40	
(DD) Unity Trust Bank	Statement 71	28.2.25	£6.00	
(INCOME) WNC Grant	2024 Mowing	17.1.25	(£253.88)	
(DD) Tomato Energy	5891707328	2.3.25	£96.40	£ 4.59
(DD) Unity Trust Bank	Statement 72	30.3.25	£6.00	
(DD) West Northants Council	GWC-03326966 (CY)	17.3.25	£120.00	
(DD) West Northants Council	GWC-03327064 (VH)	17.3.25	£60.00	
(SO) Sarah Stock	March Salary	28.3.25	£415.40	
HMRC	Periods 10, 11 & 12	17.3.25	£9.60	
Minuteman Press	17570	4.3.25	£135.00	
Sharp Business Systems	8073151000	7.2.25	£1,328.33	£ 221.39
Welford Christmas Trees	20200819	6.11.24	£93.20	£ 15.53

2024/070 High Street Bus Shelter – new bin

Council to approve expenditure for a new bin at the High Street bus shelter:
Hooded Trim line 25 litre bin in black, plus installation: £212.53
Annual service charge for emptying the bin £335.80 All to be supplied and installed by WNC Norse.

2024/071 Parish Path Warden Scheme Relaunch

Council is asked to nominate a Parish Path Warden to liaise with Kier. The role involves regularly checking local paths for any issues such as overgrowth, obstructions, or wear and tear and reporting them to Kier. Training is available. The warden does not have to be a councillor.

2024/072 Village Green Spaces & Maintenance

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

- Wildflower strip, Moulton Rd:
- Millennium Spinney:
- The Green:
- Tumulus: Please refer to email sent to councillors on 17th Jan with photos. Cllr CF proposes appointing Paul Thomas to tidy the area regularly.
- The Island:
- A508 Wildflower bed
- The Square

The village sign on the Moulton Road has become obscured by vegetation from Pitsford School boundary hedge. Pitsford School to cut back. Cllr SP to update council.

Vegetation at Bunkers Hill corner (left side) on Moulton Road is limiting highway visibility. Cllr MH to update council. Quote from Paul Thomas to be reviewed.

Council may wish to consider the options for the wildflower areas

2024/073 Road Sweeping

Council to discuss obtaining a quotation for a quarterly road sweep of the village. Road Sweepers vehicles are available to hire, with operator hourly.

2024/074 Tumulus Fencing

Council to review quotes presented by Cllr CF for fencing around the Tumulus

Quote from JE Matthews & Sons:
For the fabrication, galvanizing, powder coating and fitting of 14.5m of railing. Railing fabricated using 40x8 flat, top and bottom bars. Infilled with 12mm solid round bar hoops. £3846 + vat

Quote from Work & Design on Metal:
The price includes manufacturing, painting in black, supplying and fitting. For powder coating add £700. Railings 4ft high - £3,600 or Railings 5 ft high - £4,400 (Not VAT registered)

2024/075 Celebrations for VE and VJ Day.

Council to discuss arrangements for war remembrance commemoration and allocation of funds in appropriate following retirement of British Legion representative.

2024/076 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: Annual Parish Meeting & Annual Council Meeting 13th May 2025.

PITSFORD

	2024/25 Budget	YTD Expenditure (exc. VAT)	Balance
Allocated Precept			
Clerk's salary (Inc. PAYE & HWA)	£6,000	£5,023	£977
Insurance	£1,000	£643	£357
Audit, Legal & NCALC	£1,000	£997	£3
Office Expenses	£2,750	£538	£2,212
Printer	£2,500	£1,682	£818
Street Lighting	£1,000	£1,136	(£136)
Grass/verge cutting	£4,500	£4,031	£469
Church Mowing & Walls (R&G)	£3,000	£5,856	(£2,856)
Sports Field (Mowing & Insurance)	£4,000	£3,233	£767
General Village Maintenance	£3,000	£2,523	£477
Cemetery Expenditure	£2,500	£1,932	£568
Donations/Grants	£1,000	£2,069	(£1,069)
Chairman's Allowance & S137 (Specify)	£250	£0	£250
Contingency	£1,500	£180	£1,320
Church Yard Shed	£4,000	£0	£4,000
Total precepted budget & expenditure	**£38,000**	**£29,843**	**£8,157**
2024/25 Allocated Reserves			
Legal & Professional	£5,000	£0	£5,000
Permanent Feature Sign	£4,000	£0	£4,000
Parish Liabilities	£11,000	£0	£11,000
Cemetery Income	£0	(£750)	£750
Unallocated Reserves	£6,505	£0	£6,505
Total allocated & unallocated reserves	**£26,505**	**(-£750)**	**£27,255**

Contact: The Clerk, 9 Lower Harlestone, Northamptonshire, NN7 4EW.
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