

MINUTES OF BANTON & ASHTON ANNUAL PARISH COUNCIL MEETING

on Thursday 8th May 2025 at 7pm in the Reading Room, Banton.

Present: Councillors Mr M Lucas (Vice Chairman), Ms S Lucas (Chairman) and Mr W Gibson.

Clerk; Mrs J Rice

Members of the public, none.

25/01	TO ELECT A CHAIRMAN by taking nominations and voting. Current Chairman to take nominations. Elected Chairman to sign declaration of acceptance of office and chair the meeting. The current Chairman took nominations and there was only one - for Cllr S Lucas who was voted in unanimously, signed the declaration and then chaired the meeting.	
25/02	TO ELECT A VICE CHAIRMAN by taking nominations and voting. Cllr S Lucas took nominations and Cllr Gibson was nominated and voted in unanimously.	
25/03	APOLOGIES FOR ABSENCE To receive and note apologies received by the Clerk. Cllr Taylor sent his apologies and City and Ward Cllr Tighe was at the preceding Parish meeting but not this meeting.	
25/04	DECLARATIONS OF INTEREST To receive all declarations of interest under the Council's Code of Conduct related to business on the agenda. (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 room during the transaction of that item of business). There were no declarations of interest made.	
25/05	PUBLIC PARTICIPATION Arrangements will be made for the public to join the meeting. A maximum of 15 minutes will be permitted for members of the public to address the meeting on any item on the agenda. There were no members of the public present.	
25/06	MINUTES OF THE LAST MEETING (previously circulated) To agree the minutes of the last meetings on 27/3/25 are a true record. Minutes to be signed by the Chairman. The minutes were agreed as a true record and duly signed by the Chairman.	
25/07	GOVERNANCE AND FINANCE	
	7.1	To receive, review and adopt Financial Regulations, Standing Orders and risk assessment/asset register, circulated. To decide if insurance needed for red phone box. Herewith. The documents were agreed and adopted. It was decided to enquire about insuring the phone box. Action Clerk
	7.2	To appoint monthly or quarterly financial internal control Councillor, not a bank signatory if possible. It was resolved to appoint Cllr Gibson to this role.
	7.3	To receive Internal Auditor report and note contents and any actions, herewith. The report was received and noted. The advice note regarding payments made by Councillors and residents and then reclaimed will be followed up. Action Clerk
	7.4	To receive and assert AGAR Annual Governance Statement, section 1, in line with Practitioner's Guide, previously circulated and herewith. The statements were all considered and agreed.
	7.5	To receive, note and approve AGAR Accounting Statements, section 2, herewith and previously circulated. The accounting statement was received, noted and agreed.
	7.6	To receive AGAR Certificate of Exemption, herewith, and resolve to approve. This was received and approved.
	7.7	To arrange signing of the Section 1 and Section 2 and Certificate of Exemption (C of E) after dates set for public inspection of accounts. The dates were agreed and the forms were signed as required. Action Clerk to submit C of E and post all in notice board and website
	7.8	To receive and discuss finance report until end of April 2025, herewith, and resolve any issues. The report was received and noted, and also the end of year 24/25 report. The Clerk summarised the position which was accepted without query or concern. The end of year basic budget was 99% spent and projects only 14% spent with reasons explained. Bank account shows 15.7k with earmarked reserves of 9.4k and 6.3k general reserves an acceptable 50% of precept.
	7.9	To agree any new dates and costs for training required for Councillors. There were no training requests.

Signed by Chairman _____ Date _____

	7.10	To review insurance policy renewal premium (long term agreement until May 2027) see 7.1 and resolve acceptance of expenditure up to a maximum amount. The renewal proposal received was accepted. Further additions will be requested as required later in year, telephone box, play equipment and benches.
	7.11	To receive any co-option application form(s) and appoint according to co-option policy. There were no co-option applications.
	7.12	To receive update from staffing committee on Clerk's appraisal and recommendation and resolve. The Clerk still needs to circulate dates to hold the appraisal meeting. Action Clerk
	7.13	To note ineligibility of general power and resolve way forward. The Clerk explained that the level of elected Councillors has fallen below the criteria for the council to hold the general power of competence however the eligibility continues from the last election to the next election/annual meeting in May 2028.
25/08	REPORT FROM NEW WARD COUNCILLOR, if present. There was no new report – new Ward Cllr from 6/5/25.	
25/09	PARISH PROJECTS	
	9.1	To receive update from Nature Recovery Group and agree action and expenditure from budget. The sudden and sad death of Brian Smith was noted and a card will be sent to his wife on behalf of the Parish Council to give recognition of all the good work Brian had done for the villages. An update had been given at the Parish meeting about the progress with all the growing and improving diversity of flowers in Ashton and Bainton Green Road and the County Wildlife site. It was noted that verges on Bainton Green Road have recently been mowed by the resident and a letter will be sent to ask for a change to this, back to how it was being managed. Action Clerk
	9.2	To receive any new update report from Village Traffic Calming Group, including 20mph installation. It was noted that some legal paperwork is being processed by the City Council with an install date of the new restriction of the end of June. It will be fed back that the 3,2,1 countdown lines are not required at this time due to budget and limited effectiveness. Action Clerk
	9.3	To receive update on Sheepwash renovation project, new signage/new benches costs tba. It was noted that the new fencing is complete with removeable bars and new signage is in hand, also new pond plants and newts are present in the water. It was agreed to order the two new benches, as circulated, from the grant monies. Action Clerk
	9.4	To receive and note minutes/update from multi-agency group meetings on flooding. The latest minutes were received and the update from the Parish meeting. Next meeting date was noted as 21/5/25.
	9.5	To receive feedback on measures to reduce anti-social behaviour at High Field Road. Following two recent site meetings, and discussion at this meeting, it was agreed that the bund idea is not recommended at this time. For now, maintenance of the verges to avoid further damage is the priority and it's agreed that the City Council Environmental Services will install signage and posts in the worst affected areas and solar cameras in two locations. It was agreed that boards explaining the significance of the County Wildlife Site will also be installed and farmers consulted on the posts in the turning areas. Action Clerk/PCC
	9.6	To note red BT phone box is officially adopted and in need of a paint/adaptation – paint supplied – and resolve expenditure/contractor. This was noted and a volunteer was found to repaint the box, before shelves are installed. Action R McNeish/Clerk
	REPORTS FROM REPRESENTATIVES/VILLAGE AND ASSET MAINTENANCE	
25/10	10.1	To receive and note play area refurb project update and resolve any issues. The Clerk updated the council on the progress with the contract agreement nearing completion when new information is submitted. Action Clerk
	10.2	To receive and note defib checks form updated and note details/poster placed in notice boards. It was noted that there are no issues with the defib and the checkers were noted for the next two months. Action Cllr M Lucas (June) and Ian AD (July)
	10.3	To receive information regarding any new maintenance issues and agree action/expenditure, including painting the red phone box. There were none in addition to the Lime Trees mentioned at the Parish meeting and these will be reported to PCC. Action Clerk
25/11	PLANNING To receive details of applications and note or resolve council response.	

Signed by Chairman _____ Date _____

	11.1	To note latest on planning enforcement case re-started for reporting of cars parked/stored and sheep grazing on land off B1443. Planning Enforcement will re-visit and Trading Standards to visit too. This was noted.
	11.2	24/01633/FUL proposed new agricultural storage building at the Green, Helpston Road. Invalid due to biometric data checks ongoing. This was noted.
	11.3	25/00450/FUL Change of use of land to use as residential caravan site for 4 gypsy/traveller families, each with two caravans including no more than one static caravan/mobile home, together with retention of existing building for use as ancillary dayroom and laying of hardstanding at The Orchard Uffington Road Barnack Stamford PE9 3DU. Decide response. The issues and concerns were noted and it was decided not to send a response from the Parish Council.
	11.4	25/00215/214 demolition of lean to and replacement heritage style orangery at Bainton House, Tallington Road. Response of support sent. This is still awaiting a decision.
	11.5	25/00040/HHFUL proposed erection of S/S pool building at Poplar Farm, Bainton Green Road, permitted 14/4/25. This was noted.
	11.6	To receive feedback from briefing and note draft Peterborough Local Plan consultation is from 11/4/25 to 29/5/25 and agree response. Cllr M Lucas reported back from the briefing and in particular the areas where sites for large developments were a concern ie Helpston 200 houses, Glinton 450 houses, Castor 3000 houses. Bainton's site (where Plants Eggs is now) was noted as put forward in the draft plan for 18 houses and it was agreed this was ok as a site, however traffic may be a concern entering and exiting onto the main road. Action Cllr M Lucas to draft a PC response.
	11.7	To note Sheepwash added to Local List of Heritage Assets. (Reading Room also) This was noted.
	11.8	To receive and note any new applications arriving after agenda issued to see if can be agreed now. None
25/12	PARISH/COMMUNITY/PCC LIAISON	
	12.1	To note feedback from Parish Liaison meeting and note any actions. It was noted that there was going to be a discussion about the Local Plan at this meeting.
	12.2	To receive other feedback from recently attended meetings, including update on amalgamation of PCs. The update was received and noted that the City Council Electoral Services could not process a grouping of councils due to the national government re-organisation of councils is complete.
	12.3	To receive and note update on closure of graveyard and new graveyard for parish burials and agreed date of 5/6/25 to meet with ward parishes to discuss. The update was received and noted that Bainton graveyard is nearly full and will have to close and be taken on by the Parish Council and a new site found if possible and that a Green Burial Site was supported.
25/13	COMMUNICATION AND CORRRESPONDENCE 13.1 From resident re Tallington Road sight lines obscured, plus path. The Clerk advised the resident to report the issue to the PCC. The uneven path outside Beever House will be chased up with Highways. Action Clerk	
25/14	PAYMENTS AND RECEIPTS – to authorise payments to be made or made as follows; The following payments were approved.	
	14.1	Clerk for mileage and home office £26 x 2 Apr/May £112.10
	14.2	Clerk ink plan share March/Apr/May £3.92 pm £11.76
	14.3	HMRC PAYE payable by employer/ee £71.20 April
	14.4	Claire Tilley Renaissance Internal auditor fee £125
	14.5	Clerk salary £356.40 less tax, to be paid 31/5/25 and 30/6/25 £285.20 paid 30/4/25/tbc
	14.6	Clerk overtime hours or carry over Not claimed. C/F
	14.7	Re-imburse Clerk for refreshments for meeting and postage fees £40.91/£4.45
	14.8	SLCC subs share £58.90
	14.9	Wave water bill, reclaimed from the allotment association £55.27
	14.10	Zurich insurance £507.12
	14.8	½ precept payment from Peterborough City Council received £7903.50 income
	14.9	VAT reclaim sent off 28/3/25 received 10/4/25 £277.26
	14.10	From Allotment Assoc for water bill received 14/4/25 £26.24
25/15	DATE OF NEXT MEETING It was agreed that the date of the next Parish Council meeting is Monday 30 th June 2025 at 8pm in the Reading Room, Bainton.	

Signed by Chairman _____ Date _____

Signed by Chairman_____Date_____