

MINUTES OF BAINTON & ASHTON PARISH COUNCIL MEETING

Held on Thursday 15th January 2026 at 7.30pm in the Reading Room, Bainton.

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

Plus Clerk Mrs J Rice and members of the public; one – see below item 60/61.

25/58	APOLOGIES FOR ABSENCE To receive and note apologies received by the Clerk. There were apologies received from Cllr S Taylor and Ward Cllr Kevin Tighe. (Mr C and Mrs J Stanton also sent apologies.)										
25/59	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.										
25/60	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. Cllr S Lucas welcomed and introduced Mr N Smith to the meeting, and he and Cllrs had a chance to discuss the vacant Cllr position and his application.										
25/61	CO-OPTION TO THE PARISH COUNCILLOR VACANCY - To receive and note application for co-option, circulated, and resolve to appoint. If appointed, applicant to sign the declaration of acceptance and join the meeting. The application was received and noted and after item 60 Cllrs voted unanimously to co-opt Mr N Smith, who filled out the declaration of acceptance and joined the meeting, having received all the papers in advance.										
25/62	MINUTES OF THE LAST MEETING (previously circulated) To agree the minutes of the last meeting on 6/11/25 are a true record. Minutes to be signed by the Chairman. The minutes were agreed as a true record and the Chairman duly signed them.										
25/63	GOVERNANCE, FINANCE AND TRAINING <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;">63.1</td> <td>To receive and discuss finance report until end of December 2025, herewith, and resolve any issues. The Clerk's report was received and noted. It was noted that the basic budget is 89% spent at 75% through the year, but some budget lines are all paid early and are quite a high % of the total eg grass cutting, rent and insurance and the maintenance budget is over budget due to additional play area requirements. The bank balance is 13.9k, with 6.2k earmarked and approx. 2k more to end of year, leaving an approx. and adequate 5.7k general reserves. There was a discussion about the so far unspent earmarked project money for measures to tackle ASB on High Field Road and investigations will be carried out into CCTV options/costs to consider next time. Action Cllr Smith and Clerk</td> </tr> <tr> <td>63.2</td> <td>To agree any new dates and costs for training required for (new) Councillors. It was agreed to get dates for Cllr basic training for Cllr Smith and Cllr Gibson. Action Clerk</td> </tr> <tr> <td>63.3</td> <td>To amend standing orders and financial regulations to allow authorisation by Clerk and one other, plus organise a standing order payment for the Clerk's salary and expenses and a direct debit for water bills. It was agreed that a standing order would be set up for the Clerk salary to avoid authorisation issues when Cllrs are away and also that 20hours extra pm is agreed as a maximum in case of no meeting being held to authorise separately. Action Clerk</td> </tr> <tr> <td>63.4</td> <td>To consider a new bank signatory being agreed. It was agreed to set up Cllr Gibson and Cllr Smith as bank signatories for authorisation of payments. Action Clerk and Cllrs</td> </tr> <tr> <td>63.5</td> <td>To receive and note any update from the (Councillor) Poors Charity Trustee on the Charity management. Cllr S Lucas explained the current situation regarding the discussions had by the charity to look at getting money and land for a community green space, for spreading ashes not necessarily burials.</td> </tr> </table>	63.1	To receive and discuss finance report until end of December 2025, herewith, and resolve any issues. The Clerk's report was received and noted. It was noted that the basic budget is 89% spent at 75% through the year, but some budget lines are all paid early and are quite a high % of the total eg grass cutting, rent and insurance and the maintenance budget is over budget due to additional play area requirements. The bank balance is 13.9k, with 6.2k earmarked and approx. 2k more to end of year, leaving an approx. and adequate 5.7k general reserves. There was a discussion about the so far unspent earmarked project money for measures to tackle ASB on High Field Road and investigations will be carried out into CCTV options/costs to consider next time. Action Cllr Smith and Clerk	63.2	To agree any new dates and costs for training required for (new) Councillors. It was agreed to get dates for Cllr basic training for Cllr Smith and Cllr Gibson. Action Clerk	63.3	To amend standing orders and financial regulations to allow authorisation by Clerk and one other, plus organise a standing order payment for the Clerk's salary and expenses and a direct debit for water bills. It was agreed that a standing order would be set up for the Clerk salary to avoid authorisation issues when Cllrs are away and also that 20hours extra pm is agreed as a maximum in case of no meeting being held to authorise separately. Action Clerk	63.4	To consider a new bank signatory being agreed. It was agreed to set up Cllr Gibson and Cllr Smith as bank signatories for authorisation of payments. Action Clerk and Cllrs	63.5	To receive and note any update from the (Councillor) Poors Charity Trustee on the Charity management. Cllr S Lucas explained the current situation regarding the discussions had by the charity to look at getting money and land for a community green space, for spreading ashes not necessarily burials.
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Signed by Chairman _____ Date _____

	63.6	To receive and note amended final budget and precept and discuss and agree any changes necessary, herewith. (Budget amended to add in capital recreation ground expenditure that is claimed back from Peterborough City Council.) The amended budget was received and noted, with the additional 2k added in for capital expenditure at the play area as part of the grant claimed from the City Council, which will not affect the overall precept of £13025 to be claimed, plus £5600 recreational ground maintenance.
	63.7	To receive and note donation request from Barnack School for resources and resolve. It was noted that there has been no follow up application, after the initial enquiry for funds.
	63.8	To resolve dates for annual meetings of Parish Council (May) and Village (between March and June). It was resolved that the Annual Village meeting will be held in April this year on Thursday 23/4/26 at 6pm and the Annual Parish Council meeting will be held in May on 7/5/26 at 7.30pm. Action Clerk
25/64	REPORT FROM NEW WARD COUNCILLOR To receive report from K Tighe, Ward Councillor, plus feedback from recent and future Barnack Ward meeting on 18/1/26. To agree any agenda items. To agree Ward Councillor Fund request. The Ward Cllr was not present, and no report was forthcoming, except feedback from the last Ward meeting. It was resolved that there were no new agenda items for the next meeting on 18/2/26 and that the Ward Cllrs will be asked for a grant towards the new Sheepwash information sign. Action Clerk	
25/65	PARISH PROJECTS	
	65.1	To receive update from Nature Recovery Group and agree any action and expenditure from budget. The group had sent an update which was shared with all and will be uploaded to the website. It was resolved to ask for board design ideas from the members, and it was confirmed that the bramble clearance work had been agreed and will be followed up with the contractor. Action Clerk
	65.2	To receive any new update/report from Village Traffic Calming Group, including agreeing new driving carefully sign(s). There was no member of the public on the group present and no new update. It was resolved that Cllr M Lucas will investigate a larger spec for the “Thanks for driving slowly” sign. Action Cllr M Lucas.
	65.3	To receive update on the refurbishment of the Sheepwash, including outstanding signage and agree action. It was noted that this had largely been done and that the Clerk will liaise with the NR group re the information board and chase the bramble work. Action Clerk
	65.4	To receive and note minutes/update from multi-agency group meeting on flood prevention on 19/11/25. It was noted that the next meeting is Weds 21/1/26 and that residents will get a leaflet about flood prevention and a reminder in the Parish News about clearing ditches and culverts. Action Cllr M Lucas, Cllr W Gibson, Clerk
	65.5	To receive update on measures to reduce anti-social behaviour at High Field Road, including new signage. It was noted that new, no parking signage has been installed but that the preference and objective is still to install a grassy bund/mound to be more effective and Ward Cllr K Tighe is working on pushing this through with Highways.
	65.6	To receive and note update final actions of play area refurbishment project; a) Thanks to R McNeish for putting up the arrow signs. Thanks were given for work gratefully undertaken. b) Quotes received for a new fence and decision needed on way forward. The Clerk confirmed quotes are received and when the precept/grant is agreed/paid in April, a contractor will be agreed.
25/66	CLOSURE OF GRAVEYARD AND PROVISION OF NEW	
	66.1	To agree the new questionnaire on resident preferences on burials and to note Barnack are reviewing their policy and pricing, to follow. This was received and noted and it was resolved to put a piece in the Parish News as an update, rather than a perceived unrealistic survey of resident options that cannot be fulfilled without a separate village working group. Action Clerk
23/67	REPORT FROM REPRESENTATIVES AND ASSET MAINTENANCE	
	67.1	To note grass cutting tender finalised and sent out to contractors, circulated. Deadline 27/2/26. This was noted and a contractor will be chosen in March 2026.

Signed by Chairman _____ Date _____

	67.2	To receive and note defib checks and to note new rota for year, circulated. This was noted and Cllr Smith agreed to be added to the rota. Further noted was the new form for completion. Action All
	67.3	To receive information regarding any new maintenance issues and agree action/expenditure, including new Ashton triangle posts x 3, quoted £220 ex vat per post. The maintenance work and costs of 3 new posts was agreed. Action Clerk
	67.4	To note allotment association water bill and leak being investigated. This was noted.
25/68	PLANNING To receive details of applications and note or resolve council response.	
	68.1	25/01265/CTR works to various Lime trees at Tallington Road, Bainton. Support sent. Permitted 12/11/26. This was noted.
	68.2	25/01271/CTR works to trees at church yard, Bainton. Support sent. Permitted 13/11/25. This was noted.
	68.3	To receive and note any new applications arriving after agenda issued to see if can be agreed now. There were none.
25/69	PARISH/COMMUNITY/PCC LIAISON	
	69.1	To note allotment site lease ends on 10/10/2029 and consider options. This was noted to be included in conversations with the Poors charity about land available for the community.
	69.2	To receive feedback from recently attended meetings not covered on agenda. There were none.
25/70	COMMUNICATION AND CORRESPONDENCE	
	70.1	To note offer of community energy workshop free place 3/2/26 5-6pm, Cambs ACRE. This was noted.
25/71	PAYMENTS – to authorise payments to be made or made as follows; The following payments were authorised:	
	71.1	Clerk for mileage £22.05 and home office £26 x 2 for November and December £74.05
	71.2	Clerk ink plan share November and December £3.92 pm £7.84
	71.3	Clerk reimbursement of Microsoft Office subscription £84.99
	71.4	Vision ICT for gov.uk domain £78
	71.5	HMRC PAYE payable by employer/ee December 2025 (paid) and January 2026 £76.20 £76 to be paid
	71.6	Clerk salary for January 2026 £380.25 less tax (Clerk salary December 2025 adjusted for overpayment of back pay.) plus set up of standing order. £304.25 Jan £245.12
	71.7	Reimbursement of batteries for Xmas tree lights needed to C Stanton. £19
	71.8	Tallington Farm Xmas trees £270 paid
	71.9	S Bratley for rent of allotment site £350 paid
RECS	71.10	HMRC receipt of VAT reclaim received 4/12/25 £5464.25
25/72	DATE OF NEXT MEETING It was agreed that the date of the next Parish Council meeting is Thursday 12 th March 2026 at 7:30pm, in the Reading Room, Bainton.	

Signed by Chairman _____ Date _____