

MINUTES OF BAINTON & ASHTON PARISH COUNCIL MEETING

Held on Monday 23rd March 2026 at 8pm in the Reading Room, Bainton.

Present were Councillors Ms S Lucas (Chairman), Mr W Gibson and Mr S Taylor.
Plus, Clerk Mrs J Rice and members of the public; 4

25/73	APOLOGIES FOR ABSENCE To receive and note apologies received by the Clerk. There were apologies received from Cllr M Lucas and Cllr N Smith.	
25/74	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 stated.	
25/75	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. One member of the public raised a concern about changes in the developments in the village, such as styles of gates, drives and street furniture within a conservation area and how it has gradually negatively affected the village in his view. He wanted it to be considered in the future and was asked to send some examples to the Clerk for future reference.	
25/76	MINUTES OF THE LAST MEETING (previously circulated)	
	To agree the minutes of the last meeting on 15/1/26 and the extraordinary meeting on 19/2/26 are a true record and to ratify decisions made remotely. Minutes to be signed by the Chairman. Both sets of minutes were agreed as a true record and duly signed by the Chairman.	
25/77	GOVERNANCE, FINANCE AND TRAINING	
	77.1	To receive and discuss finance report until end of February 2026, herewith, and resolve any issues. The cash book file was received and noted and the Clerk went through the headlines: the basic expenditure vs budget is running at 8% over budget due to some budget lines however some is offset by income such as water bills and grass cutting. It was further noted that the project expenditure for High Field Road measures, traffic calming measures and nature recovery are still unspent and will carry over to earmarked reserves, resulting in the current bank balance of 12.9k having approx. 6k in general reserves at the end of the year.
	77.2	To agree any new dates and costs for training required for (new) Councillors. There were no new requests.
	77.3	To check progress of bank signatories' application and resolve action. The application to add new signatories Cllr Smith and Cllr Gibson is still in progress. Action Cllr Gibson to pass on forms.
	77.4	To note pensions regulator statutory enrolment duties fulfilled. This was noted.
	77.5	To note new Assertion 10 requirements for AGAR and agree MOT from Vision ICT for £145. This will be carried forward as Vision ICT have put the MOTs on hold for now.
	77.6	To agree appointment of auditor from NCALC as previously. This was agreed.
	77.7	To note keys to Reading Room and council post-box moved. This was noted.
25/78	REPORT FROM NEW WARD COUNCILLOR To receive report from K Tighe, Ward Councillor, plus feedback from recent and future Barnack Ward meeting. To note leadership fund all being spent on flytipping. Cllr Tighe was not present but had sent a request for priorities of maintenance issues from each parish. A suggestion for the Bainton village signs and Tallington Road sign was agreed. There were other issues mentioned such as the sewage and flooding problems, flytipping, planning enforcement at Helpston Road site and traffic calming across the ward, however the Clerk re-iterated it was only really maintenance eg of gullies, hedges and paths. Action Clerk	
25/79	PARISH PROJECTS	
	79.1	To receive update from Nature Recovery and Verges Group and agree any action and expenditure from budget.

Signed by Chairman _____ Date _____

		A member of the group gave an update from the meeting on 25/2/26 and she had circulated a report today confirming that CWS cuts will happen in June and September 2026 by PCC, the High Field Road analysis of cutting regime is working well and that a maintenance plan for the Sheepwash is needed. Action JS to send plan and Clerk to follow up with contractor again to clear the cuttings.
	79.2	To receive any new update/report from Village Traffic Calming Group and get update on bespoke village sign - thank you for driving slowly. A member of the group asked if Highways could be invited to visit again to advise on other traffic calming measures to change the visuals of the approach roads as it is thought the affect of the reduced speed limit will wane over time, even though it is reducing speeds now, a combination of measures is needed. MVAS data will be looked at again soon. Action Clerk and traffic group.
	79.3	To receive update on the refurbishment of the Sheepwash, including signage design and agree action. See 79.1 and also the draft sign design was very well received and supported. It was agreed to ask for quotes from Acorn when the remainder of the text is filled in and maybe a group can look at the etched village sign near the church so it can also be renovated at the same time. Action JS/Cllrs
	79.4	To receive and note latest minutes/update from multi-agency group (MAG) meeting (next on 15/4/26) on flood prevention and note resident issues raised via Anglian Water and local MP re sewage and resolve action. To discuss issue of Railway Co not dredging ditch and creating a flooding risk. It was noted that there are changes with the Anglian Water contacts in the MAG and the next meeting is delayed to 8/7/26 as a result. Any issues are to be flagged up still and Cllr M Lucas will raise the surface water issue that occurs. Action Cllr M Lucas/Clerk
	79.5	To receive update on bund measures and CCTV to reduce anti-social behaviour at High Field Road. An update was given in that it was thought that fewer cars appear to be stopping lately, maybe due to no parking signs, and it was agreed to follow up the CCTV permission with Highways. Action Clerk
25/80	CLERK AND RFO REPLACEMENT	
	80.1	To note feedback from recruitment process and interviews and recommendation to appoint and resolve. To agree handover and dates. The feedback from the process was received and noted. There were two candidates and it was agreed to appoint the one with recent Clerk experience, although both would have been suitable. The payscale was agreed as proposed and arrangements were made to contact them and put a handover in place. Action Cllr S Lucas and Clerk
23/81	REPOR	T FROM REPRESENTATIVES AND ASSET MAINTENANCE
	81.1	To note grass cutting tender received and resolve to appoint contractor. Despite a few enquiries, there was only one tender submitted and this quote was accepted as it is more specialised work now. It was further agreed that Cliff and Julie Stanton will kindly prepare the plans as before and liaise with the Clerk and contractor over the schedules. Action Clerk to confirm.
	81.2	To note if defib checks are being done. It was noted C Stanton had done March and Cllr S Lucas is for April. Action Cllr S Lucas
	81.3	To receive information regarding any new maintenance issues and agree action/expenditure. It was raised that a NHW sign is in need of putting back up and cable ties are needed. Action Cllr Gibson
25/82	PLANNING To receive details of applications and note or resolve council response.	
	82.1	26/002017/TRE Walnut reduce 2-3m, Sycamore reduce by 3m at Badinton Lane. Deadline 25/3/26. It was agreed to send support. Action Clerk
	82.2	26/002028/CTR Silverbirch remove, at Langham Cottage. Deadline 31/3/26 It was agreed to send support. Action Clerk
	82.3	26/00012/011/LBC/HFUL removal of existing enclosure and gates, erection of new utility room and boot room connecting barn with annex, conversion of existing store rooms into living spaces and new detached garage, at Swallows Rest, Ufford Rod, deadline 19/2/26. No objections raised. This was noted.
	82.4	26/00095/CTR Holly tree and Crabapple/Acer reduce. Deadline 16/2/26 – support sent under delegated powers. This was noted.
	82.5	To receive and note any new applications arriving after agenda issued to see if can be agreed now. There were none, however a communication regarding Local Government Re-organisation was sent for comments from CAPALC, deadline is 26/3/26 but email system not working so not received.

Signed by Chairman _____ Date _____

		Action Clerk to circulate.	
25/83	PARISH/COMMUNITY/PCC LIAISON		
	83.1	To note letter of support sent to PECT for Heritage fund application. This was noted.	
	83.2	To receive feedback from recently attended meetings not covered on agenda. There were none.	
	83.3	To discuss Primrose Festival and PC involvement and resolve action. The details were noted – the Bishop is attending, The Nature Recovery Group will have a display, Cllr Lucas and J Stanton will be in attendance, and also the article about the primroses in the Guardian noted with appreciation.	
	83.4	To note communication from Good Neighbours Scheme re fees, circulated. This was noted and outcome re grant awaited as notified. It was further noted that S Lucas has resigned as Trustee.	
25/84	COMMUNICATION AND CORRESPONDENCE		
	84.1	To agree communication for Parish News. It was agreed that the new Clerk would be announced.	
25/85	PAYMENTS – to authorise payments to be made or made as follows; payments were agreed as follows:		
	85.1	Clerk for mileage £15.30 and home office £26 x 2 for January and February	£67.30
	85.2	Clerk ink plan share Jan and Feb £3.92 pm	£7.84
	85.4	Reading Room hire costs for year	£166.50
	85.5	HMRC PAYE payable by employer/ee Feb 2026 and Mar 2026	£76.00 p £76
	85.6	Clerk salary for Feb and March 2026 £380.25 less tax	£304.25x 2
	85.7	Vision ICT for new email for Cllr	16.00
	85.8	Wave water bill for allotments paid by direct debit	£37.10
	85.9	J Dunkling for posts on Ashton triangle	£660 plus vat paid
	85.10	Expenses for recruitment day, re-imburse Clerk	£53.70
Recpt	85.11	From allotment association for water	£37.10
25/86	DATE OF NEXT MEETING It was noted that the date of the Annual Parish (residents) meeting is Thursday 23/4/26 at 7pm and the next Parish Council meeting is the Annual Meeting of the Parish Council on 7/5/26, 7.30pm in the Reading Room, Bainton.		

Signed by Chairman _____ Date _____