

# Glaphorn Parish Council

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## MINUTES

### Ordinary Parish Council Meeting on Wednesday March 19<sup>th</sup>, 2025, at 7.30 p.m. at Glaphorn Village Hall..

**Present:** David Cashmore (DCa, Chair), Nathan Bland (NB, Vice-Chair), Malcolm Moss (MM), Raimonda Navickaite (RN), & Jonathan Ward-Langman (Clerk, JBW-L).

- 0325.1 Public Open Time:** No members of the public attended
- 0325.2 Apologies for absence** David Chapple (DCh), Nick Knowles (NK), Richard Stark (RS).
- 0325.3 Declarations of Disclosable Pecuniary or Other Interests:** none
- 0325.4 Minutes of the Ordinary Parish Council Meeting held on Wednesday February 19<sup>th</sup>, 2025:** approved as a true record.
- 0325.5 Matters Arising:** The Council thanked RN for her work organising the annual litter pick, which had been very successful
- 0325.6 Finance**
- a. Account balance update.**
- The balance of the Barclays Community Account on February 1<sup>st</sup>, 2025, was £13,028.68
  - The balance of the Barclays Community Account on February 28<sup>th</sup>, 2025, was £13,028.68
  - The balance of the Barclays Community second Account (60382205) on February 28<sup>th</sup>, 2025, was £100.00.
  - A full set of accounts for February including Income and Expenditure for the Year to date and forecast for 2024/25 is included at Annex A.
  - N.B. the payments made to the Clerk (salary) and HMRC PAYE differed from those approved at the February meeting by £0.04 due to rounding by HMRC software.
  - Payment of the insurance excess from the damage to the barrier at the playing fields car park (£125.00) has now been received and will be shown in the March accounts.
  - Cold Ashby Parish Council approved a contribution of £60 towards three training sessions undertaken by the Clerk during 2024-25 (Data Protection, Responding to planning applications and Planning Nuts and Bolts), and funded by Glaphorn Parish Council. To be paid to Glaphorn Parish Council. To be shown in the March accounts.
  - The accounts were approved, subject to amendment, (see below). It was agreed unanimously to open an interest-bearing account with Barclays Bank as soon as possible and to deposit a sum of £5,000 (proposed DCa, seconded NB). **Action Clerk**

- b. **The following payments:** approved, (proposed RN, seconded NB) N.B. purchase of 'portaloo' to be postponed. **Action Clerk**

<b>Payee</b>	<b>Service Provided</b>	<b>Net Cost (£)</b>	<b>VAT (£)</b>	<b>Total Cost (£)</b>	<b>Power</b>
Jonathan Ward-Langman	Parish Clerk Salary (March)	253.60	0	253.60	
HMRC	Income tax (March)	63.20	0	63.20	
Build Link	Car park repairs (reset Kerb edging)	101.00	0	182.25	
Build Link	Playing field toilet (Concrete base for Mondo Portable Toilet)	315.00	0	315.00	
NACRE	Subscription 2025-26	35.00	7.00	42.00	

### 0325.7 Planning:

- No applications to be considered.
- A meeting of members to discuss review of the Glapthorn Neighbourhood Plan will be held at 7.00p.m. on April 3<sup>rd</sup>, 2025, at the Chairman's home. Two residents have expressed interest in working on the review.

### 0325.8 Playing Field. MM reported:

- he is in discussions with the consultant and contractor regarding use of a linear decompaction machine (see Minute 0924.8) (Shockwave) which cuts narrow slits and could help mitigate, he suggested, the clay shrinkage in the summer months. The Shockwave machine and tractor for one day comes to less than the verti-drainer at £560 plus VAT and he will hopefully be making arrangements for its use at a suitable time in the next few weeks.
- Agreed to purchase the fertiliser (8no. 25kg. bags at £429.50 gross, £357.92 net) and be remunerated for the net amount by the PFA. (proposed MM, seconded RN, unanimous).
- MM to review costs of top-dressing and seed and report back.

**Action MM**

- 0325.09 Grass cutting:** Clerk reported. Turneys have been offered the contract at the reduced rate quoted. NNC grant now as paid in 2024.
- 0325.10 VAS Benefield road analysis:** Chair reported. Grant underspent; DCa has reported to OFPCC and repayment expected on presentation of a receipt. Chair liaising with OFPCC and NNC re findings. **(Action Chair)**.
- 0325.11 Police Liaison Representative:** Discussed. No volunteers. To be publicised amongst wider community. **(Action Chair)**.
- 0325.12 Elections:** Clerk reported; please see emails.
- 0225.13 Assets Register and Risk Register:** Clerk reported; DCa and MM to review Assets Register. NB and RS to review Risk Register **(Action Chair, MM, RS, NB, Clerk)**.
- 0325.14 ICT upgrade:** Clerk reported.
- 0325.15 Matters for future consideration and matters from Councillors:**
- Emptying of dog waste bins; Clerk advised reporting through 'Fix My Street'.
  - Preparations for Annual Parish Meeting. Clerk to issue invitations. **(Action Clerk)**
- 0325.16 Date of next meeting: Wednesday April 16<sup>th</sup>, 2025, at 8.00p.m. To be preceded by Annual Parish Meeting at 7.00p.m. on April 16<sup>th</sup>, 2025,**
- Parish Council Annual General Meeting (first meeting of the new Council) on Wednesday May 21<sup>st</sup>, 2025, at 7.00p.m.**
- Meetings then every 3<sup>rd</sup> Wednesday of each month through 2025-26.**



<b>GLAPTHORN PARISH COUNCIL - FINANCIAL FORECAST P: 11 (February) (NB: Net of VAT)</b>					
-	<b>Actual to P11 incl. (Feb. 2025)</b>	<b>Full year forecast</b>	<b>Budget 2024-25</b>	<b>Variance (budget vs forecast)</b>	<b>Notes</b>
<b>OPENING BALANCE</b>	£9,638.88	£9,638.88			
<b>RECEIPTS</b>					
<b>Precept</b>	£16,028.00	£16,028.00	£16,028.00	£0.00	
<b>PCC Grant (VAS)</b>	£4,680.00	£4,680.00	£0.00	£4,680.00	
<b>S136 Grasscutting (NNC)</b>	£309.28	£309.28	£309.28	£0.00	
<b>Other grants and payments</b>	£2,556.61	£2,700.00	£0.00	£2,700.00	Insurance payment, NNC member empowerment grant
<b>TOTAL</b>	<b>£23,573.89</b>	<b>£23,717.28</b>	<b>£16,337.28</b>	<b>£7,380.00</b>	
<b>PAYMENTS</b>					
Clerk's salary & PAYE	£3,382.00	£3,750.00	£3,300.00	£450.00	
Additional training hours	£96.00	£96.00	£275.00	£179.00	
Office costs	£0.00	£0.00	£150.00	£150.00	
Stationery	£0.00	£20.00	£200.00	£180.00	
Insurance	£577.11	£577.11	£500.00	£77.11	
NCALC	£270.93	£271.00	£614.00	£343.00	
Internal Audit	£280.00	£280.00	£369.00	£89.00	
ACRE	£35.00	£35.00	£50.00	£15.00	
ICO	£35.00	£35.00	£35.00	£0.00	
External Audit	£0.00	£0.00	£0.00	£0.00	
Training	£394.00	£420.00	£200.00	£220.00	
Website & email accounts	£655.00	£750.00	£705.00	£45.00	
DPO fee	£12.00	£12.00	£10.00	£2.00	
Scribe licence and training	£154.80	£155.00	£300.00	£145.00	
IT support and training	£0.00	£0.00	£250.00	£250.00	
Energy - Street Lighting	£597.80	£500.00	£378.00	£219.80	
Maintenance - Street Lighting	£0.00	£104.00	£104.00	£0.00	
Water-playing field irrigation	£102.98	£100.00	£100.00	£2.98	
Playing Field - maintenance	£3,160.63	£3,200.00	£0.00	£3,200.00	Hire of spreader/tractor, seed, soil & replacement barrier
Car Park	£185.00	£185.00	£0.00	£185.00	
Playground inspection	£272.00	£272.00	£0.00	£272.00	
Windy Spire	£0.00	£0.00	£200.00	£200.00	
NVN Delivery	£0.00	£300.00	£300.00	£0.00	

Salt/Grit	£0.00	£40.00	£40.00	£0.00	
Dog litter-bins	£0.00	£65.00	£65.00	£0.00	
Grass maintenance - verges	£2,791.97	£2,800.00	£3,000.00	£200.00	
Playing Field	£722.33	£800.00	£0.00	-£800.00	Padel Court Project
SALIX loan	£0.00	£0.00	£0.00	£0.00	
General maintenance	£0.00	£500.00	£500.00	£0.00	
Village Hall hire	£500.00	£500.00	£500.00	£0.00	
GPFA grant	£0.00	£0.00	£500.00	£500.00	
Contested election	£0.00	£150.00	£150.00	£0.00	
2024 PWLB (TBC)	£0.00	£0.00	£669.00	£669.00	
Existing PWLB loans	£3,022.62	£3,023.00	£3,023.00	£0.00	
VAS installation	£4,405.66	£4,406.00	£0.00	-£4,406.00	Not included in budget.
<b>TOTAL PAYMENTS</b>	<b>£21,652.83</b>	<b>£23,346.11</b>	<b>£16,487.00</b>	<b>-£6,859.11</b>	<b>Does not include £100 internal transfer</b>
<b>TOTAL (Surplus/overspend)</b>	<b>£1,921.06</b>	<b>£371.17</b>	<b>-£149.72</b>	<b>£520.89</b>	
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<b>F'CAST CLOSING BALANCE</b>		<b>£10,010.05</b>	<b>£9,489.16</b>	<b>£520.89</b>	
<b>No.2 CURRENT ACC.</b>	<b>£100.00</b>	<b>£100.00</b>			
<b>PLAYING FIELD RESERVE ACC.</b>	<b>£0.00</b>	<b>£3,000.00</b>			