

# Old Stratford Parish Council

## MINUTES - OLD STRATFORD PARISH COUNCIL ANNUAL MEETING TUESDAY 13<sup>th</sup> May 2025 held at the Memorial Hall Commencing 7.30pm

**Present:**

Cllr Mr R Smith (chair), Mr M Fitch, Mrs T Arthur, Mr B Clayton, Mr L Hart, Mrs L Murgatroyd.  
Cllr Ian McCord (WNC Councillor). Members of the Public – one

Item	Subject	Action with	Status
1	<b>Election of Chairman and Vice Chairman</b> Tony Pateman Proposed as chairman by Cllr Arthur and Seconded by Cllr Fitch.  Ray Smith Proposed as vice chairman by Cllr Murgatroyd and Seconded by Cllr Fitch		Unanimously resolved  Unanimously resolved
2	<b>Declarations of Acceptance to be signed</b>  <b>and to resolve to allow declarations before the next meeting from absent Councillors.</b>		Signed  Resolved to defer
3	<b>Apologies for Absence</b> Cllr A Pateman (Away), Cllr N Gibbs (appointment), Cllr C Chambers (away), Cllr Kelk (work)		Accepted
4	<b>Members Declaration of Interest (for items on the agenda)</b> None		
5	<b>Minutes for approval</b> - the ordinary meeting dated Tuesday 8 <sup>th</sup> April 2025	Chair	Resolved and signed
6	<b>To Resolve that the Council meets the Conditions for General Power of Competence</b> Confirmed that at least two-thirds of the council (8 Councillors) hold office having been declared elected (not co-opted) and that the clerk holds a recognised qualification (Certificate in Local Council Administration – CiLCA) enabling GPC to be claimed by the Parish Council.  Proposed by Cllr Smith and Seconded by Cllr Clayton. Unanimous.		Resolved
7	<b>To Review and Resolve to Adopt Council Documents</b> Standing Orders – sections 14 and 18 amended to reflect legal changes  Financial Regs – full update of the Nalc model  Risk Assessment – no updates made  Committee terms – no updates made. Defer to include s106 working group terms of reference  Publication Scheme – no updates made  Code of Conduct – no updates made  Proposed by Cllr Fitch and Seconded by Cllr RS. Unanimous.		Resolved  Resolved Resolved Deferred Resolved
8	<b>Appointment of Committees and Working Parties (no of members)</b> s106 working group to be formed – terms of reference to be added to committee terms doc. Proposed by Cllr Fitch and seconded by Cllr Arthur  Proposal to defer forming committees to next agenda. Proposed by Cllr Clayton and Seconded by Cllr Hart. Unanimous		Resolved  Deferred

Signed as a true record by

<b>9</b>	<b>Clerks Report</b>		
9(a)	Councillor Declaration of interest and Election Expenses return (Due by 29 <sup>th</sup> May) If you wish Clerk to do this please return by 22/05.		
9(b)	WNC Annual Parish Conference – 12 <sup>th</sup> June. Two councillors nominated (POST MEETING NOTE – meeting postponed to Q3)		
9(c)	Playground repairs – only one estimate received but will chase. Approx £250. Proposed to agree cheapest quote		Resolved
9(d)	OSIB – boat repair update and other matters. <ul style="list-style-type: none"> <li>Slate to be bought approx. £250.</li> <li>Compost £8/ bag £170.</li> </ul>		Resolved Resolved
9(e)	Councillor training – to consider councillor training requirements in 2025		
9(f)	Furtho pit updates Lead Local Flood Authority response – “We would advise that the information provided is NOT satisfactory to demonstrate that the proposed surface water drainage scheme for the development will adequately manage flood risk in accordance with Policy BN7 of West Northamptonshire Joint Core Strategy1.”  Advised there is a new EA position – not yet seen, but FDOG advise the EA have withdrawn their objection.		
9(g)	Poppy Wreath Order Proposed to Order Type B (17”) – total including donation £50		Resolved
9(h)	Reminder of casual vacancy – interested parties to apply to Clerk		
<b>10</b>	*Meeting closed <b>Public Speaking Time</b> MoP explaining reasons and background to planning <a href="#">2025/1580/LDE</a>  *Meeting reopened		
<b>11</b>	<b>WNC Councillors Report – Cllr McCord</b> The monthly Parish Council meeting clashes with cabinet meeting. Asking for cabinet to run through rolling week, but may not be able to make all meetings  Leader of the Council being elected.  Met with Parks Trust re land behind Deanshanger Rd. Intention to apply for housing behind Deanshanger Rd. Strengthen wetlands arc, also considering café and car park. Mentioned flooding. Will letter drop adjacent residents.		
<b>12</b>	<b>To consider the following items:</b>		
12(a)	Axiom watering costs for OSIB displays over summer 2025 – to resolve The charges for Summer of 2025 (end of May through to October) will be a total cost of £58.50 per water. Twice weekly- unless it is a very hot period.		Resolved
12(b)	To resolve on next steps for Streetwatch 6-10 people expressing interest Proposal that a Councillor leads and co-ordinate this. Cllr Smith to co-ordinate		Resolved
<b>13</b>	<b>Correspondence received since last meeting</b> None		

<b>14</b>	<b>Planning</b>		
14(a)	Applications received <ul style="list-style-type: none"> <li>• <a href="#">2025/1703/FULL</a> Erection of Oak framed Dwelling, The Coach House Passenham No observations.</li> <li>• <a href="#">2025/1580/LDE</a> Lawful development certificate (existing) to regularise condition 5 of planning reference S/1997/0521/P to sell and display motor vehicles, 1 Cosgrove Road No observations</li> </ul>		
14(b)	Decision Notices		
14(c)	Enforcement / Appeals		
14(d)	Press Notices		
<b>15</b>	<b>Finance</b>		
15(a)	The Council to approve budgetary control to date (see 15(b))		
15(b)	To Approve Current State of Finance Current State of Finance at 1 <sup>st</sup> May 2025 Bank Accounts               £79,875.12 Earmarked Reserves: £60,033.60 <b>Available Capital:     £64,841.52</b> (includes £45000 unpaid precept)  Proposed by Cllr Murgatroyd and Seconded by Cllr Fitch. Unanimous.		Resolved
15(c)	To Approve Accounts for Payment (list below – totalling £3668.37) Proposed by Cllr Murgatroyd and Seconded by Cllr Clayton.		Resolved
15(d)	Resolve to approve the adoption of the year end accounts. Proposed by Cllr Fitch and Seconded by Cllr Arthur. Unanimous.		Resolved
15(e)	Resolve to note and action internal auditor's report and comments Actions highlighted from 2024/25 all closed out with no new actions raised. Proposed by Cllr Arthur and Seconded by Cllr Murgatroyd. Unanimous.		Resolved
15(f)	Resolve to approve completion and submission of section 1 of Annual Governance and Accountability Return (AGAR) 2024/25. Proposed by Cllr Smith and Seconded by Cllr Fitch. Unanimous.		Resolved and signed
15(g)	Resolve to approve completion and submission of Section 2 of AGAR 2024/25. Chair to sign. Proposed by Cllr Fitch and Seconded by Cllr Murgatroyd. Unanimous.		Resolved and signed
<b>16</b>	<b>Streetlighting</b> None		
<b>17</b>	<b>Highways</b> OSIB – fix my street submitted for highways vegetation by the roundabout. Also vegetation by the Travelodge overgrown  Speeding – can we request 30mph signs along Deanshanger Rd. Lorry traffic - Weight restrictions on bridge. Pedestrians and cyclists  Yellow line application consultation anticipated in June	Clerk	Email WNC highways
<b>18</b>	<b>Proposed Future Meeting Dates for 2025/26</b> 10/06/25               Full Council               (all) 08/07/25               Full Council               (all) 12/08/25               Full Council               (all) 09/09/25               Full Council               (all) TBC/09/25 – Finance Committee (Mid year review) (cttee only) 14/10/25               Full Council               (all) 11/11/25               Full Council               (all) TBC/11/25 – Finance Committee (Budget proposals) (cttee only) 09/12/25               Full Council               (all) 13/01/26               Full Council               (all) 10/02/26               Full Council               (all)		

	10/03/26 Full Council (all) 14/04/26 Full Council (all) 28/04/26 – Annual Parish Assembly Meeting (Public meeting) 12/05/26 – Annual Meeting of the Parish Council (all) Staffing committee dates TBC		
<b>19</b>	<b>Councillor Updates</b> Community Hall is organising a Summer fete. Volunteers required to set up and run stalls  Stickers from vapes on bin outside shop. Mention to street cleansing team	Clerk	Email
<b>20</b>	<b>Items for Next Agenda</b> As per deferred items		

#### Payments Made since last meeting

	Payee	Detail	Value
DD	Yu Energy	Public lamps - unmetered supply 2000190121	656.24
DD	Yu Energy	Public lamps - unmetered supply 2000190122	40.42
DD	Yu Energy	Memorial Hall Gas 2000190113	51.50
DD	Yu Energy	Memorial Hall Electricity 2000190112	96.03

#### Accounts for Payment

Payee	Detail	Value
Nest	Clerks Pension	89.72
N Laurence	Clerks Salary & expenses	1018.63
L Peach	Memorial Hall Cleaning	180.00
HMRC	PAYE	394.39
NJ Blackwell Garden Services	Mowing and OS Maintenance	1213.92
Shield Maintenance Ltd	Dog Bin emptying	208.00
Netwise Training Ltd	Gov.uk hosting fees	187.20
Society of Local Council Clerks	Clerks Membership fee	190.00
Maureen Holloway	OSIB boat repairs (minute 5c - 08/04/25)	186.51

Date of Next Meeting: Tuesday 10<sup>th</sup> June 2025 commencing 7:30pm  
Meeting ended at 9:08pm

Nicky Laurence, Clerk  
07767 854983 [Clerk@oldstratfordparishcouncil.gov.uk](mailto:Clerk@oldstratfordparishcouncil.gov.uk)  
Old Stratford website [www.oldstratfordparishcouncil.gov.uk](http://www.oldstratfordparishcouncil.gov.uk)

Signed as a true record by