

LAMPORT AND HANGING HOUGHTON PARISH COUNCIL

MINUTES of the ANNUAL GENERAL MEETING of the PARISH COUNCIL
in The Old Laundry, Lamport Hall, Northamptonshire
Wednesday 14 May 2025 at 7.00pm

1 ELECTION OF CHAIR OF PARISH COUNCIL

Cllr Farr took the Chair for the election of a Chairman.

Cllr Colin Harris was unanimously re-elected as Chair of the Parish Council.

Proposed Cllr Farr. Seconded Cllr Barclay. Carried unanimously.

The Chairman thanked his Council and Clerk for their work during the year. He said that he was sorry that Bob Cox had stepped down as a Councillor after many years' service but was pleased to welcome Dr. Fiona Barclay to the team.

2 ATTENDANCE, apologies and Declarations of Interest

Cllrs. F. Barclay, C. Dugmore, J. Farr, R. Flavell-While, C. Harris (in the Chair), P. May, D. Sinnott, WNC Cllr C. Irving Swift, Mrs F. Allbury (Clerk)

No apologies or Declarations of Interest received

3 Appointment and confirmation of Councillors and Office Bearers

Councillors agreed to stand as follows:

Fiona Barclay	Defibrillator
Jonathan Farr	Vice-Chair, Tree Warden, footpaths and verges
Richard Flavell-While	IT Consultant/website
Cathy Dugmore	Social Events and Public Relations
Percy May	Community Link/website
Dominic Sinnott	Highways and speed cameras

The post of Police Liaison Representative and Neighbourhood Watch Co-ordinator remains vacant. Christine Ingram has confirmed that she will remain as Footpath Warden reporting to Cllr Farr.

4 MINUTES to be approved and signed:

The Minutes of the Parish Council Meeting 19 March 2025 were approved and signed by the Chair. Proposed Cllr Farr, seconded Cllr Barclay.

5 MATTERS arising from the Minutes: none

6 HIGHWAYS

6.1 LRSA

A report prepared by Sarah Lee was read out advising that the current advisory 20mph signs are the only ones authorised by Highways. The road between the A14 roundabout/Lamport has been approved for a reduction to 50mph and will have signage soon. Sarah is still in discussion with Highways regarding a possible 'pinch point' at the A14 end of Lamport.

6.2 Speed cameras Lamport High Street

A report prepared by Mark Stocker was read out advising that there had been no significant change in the data collected from the currently installed camera. He thanked Dominic Sinnott for his help in charging the batteries. Still in consultation with Highways to identify a suitable site for the second camera.

6.3 Wall at the bottom of Manor Road leading to railway track.

Cllr Barclay said that she had reported that the wall that had fallen over on the On My Street link. Cllr Sinnott will speak to the Farm Manager asking if he has any further information to offer.

6.4 Seeding along the area adjacent to the corner with the A508

It was agreed that Cllr Barclay would purchase suitable seed the cost of which would be reimbursed under a Section 137 payment. The ground would then need forking before sowing the seed which would be done when rain is imminent.

6.5 Road markings/white lines Manor Road adjacent to A508.

Cllr Barclay reported the faded lines on the On My Street link and repainting the lines has been completed.

6.6 Village grass cutting

The Clerk confirmed that she had contacted the grass cutters advising that a section had been missed during their first April cut. A full grass cut has now taken place including all areas of the village.

6.7 Telephone Box outside The Swan

It had been noted that the box was in a very poor and dirty condition. The Clerk was requested to contact BT who still own and operate the facility asking them to attend to the matter

7 **PLANNING**

WND/2023/0046: Land at Dale Farm, Harborough Road, Maidwell NN6

Still pending – will be going to Planning again soon.

2025/0030/LBC: The Old Rectory, Lamport High Street. Planning granted 1 April 2025.

8 **FINANCE**

8.1 Balances at Bank and Budget/Expenditure for current year

The Clerk said that the accounts for the current year show a true balance of £7,273.07 in Current Account and £2,090.47 in Reserve Account. £203.80 of the balance is allocated for maintenance of the telephone box and defibrillator. Up to date statement circulated with the agenda. The first half of the precept of £4,500 and the VAT reclaim of £635.06 has been received into the account.

8.2 Insurance renewal: Zurich Insurance renewal information has been received quoting the same premium as last year of £264 for one year and Councillors agreed to accept the quotation.

8.3 Items for payment under LGA1972

F. Allbury: salary and travel	£507.86	S.112
HMRC: clerk's PAYE	£123.80	S.112
Community Heartbeat: Phone rental year 8	£72.00	S.112
Zurich: annual insurance	£264.00	S.228
Countrywide Grounds Maintenance: April grass cut	£270.00	S.228
NcALC: annual membership/internal audit fees	£515.86	S.143
ACRE: annual subscription	£42.00	S.112

The Chairman will access the Bank account online to verify that payments have been made in accordance with the minutes. Cllr Farr proposed that the payments should be made, seconded by Cllr Barclay.

8.4 Annual transfer of £100 from current account to reserve account towards new defibrillator
The Clerk will arrange the transfer.

8.5 End of year Accounts: 1 April 2024 – 31 March 2025. The Parish Council closed year end with £6,022.01 against an opening balance of £3,420.25. The increase in reserves was largely due to the increase in precept and the grass cutting grant for village grass cutting up from £605 to £952.37.

8.6 Internal Audit and External audit papers for signature

The internal audit report had been received and circulated by email to all Councillors on 22 April 2025. The Chairman and clerk signed the completed AGAR documents. The Certificate of Exemption will be lodged with PK Littlejohn and all audit documents uploaded onto the Parish Council website together with other necessary paperwork.

8.7 Internal Audit Report: There were no specific points for discussion, except confirmation that the Parish Council now must have a gov.uk website address and that work should continue to bring financial reserves up to a more acceptable level.

9 NEIGHBOURHOOD WATCH/POLICE LIAISON REPRESENTATIVE

Position vacant.

10 POLICY DOCUMENTS

The following policy documents, having been examined, did not require updating:
Equal Opportunities Policy: Financial and Management Risk Assessment: Standing Orders:
Member/Officer Protocol: Training Statement: GDPR Policy documents: Complaints Procedure;
Financial Regulations.

11 LITTER PICK

Cllr Dugmore said that the original date for the spring litter pick had to be changed, and it would now take place on Sunday 1 June 2025 at 10.00 am. Cllr May will confirm the date on the community link website.

12 WEBSITE DOMAIN ADDRESS and WEBSITE UPDATING

Information from NcALC has now advised that it will be a legal requirement to change our domain address before 31 March 2026. Further information received has been passed to Cllr Flavell while so that he can advise the Parish Council on the next step. The Clerk confirmed that following work done on the Website, it is now working very well.

13 CORRESPONDENCE

The Clerk will, once again, write to Mark Herrod expressing thanks for the use of the Old Laundry for meetings during the year. Councillors are appreciative of the fact that the Parish Council has a home and continuity of venue for all its meetings.

14 DATES OF NEXT MEETINGS to be held in the Old Laundry, Lamport Hill

Annual Parish meeting 21 May 2025 at 7.00pm followed by light refreshments.
Parish Council Meeting 16 July 2025 commencing at 7.00pm

There being no further business the meeting closed at 8.05 pm

Signed:

Date:

Chair

