East Farndon Parish Council
Wednesday 22nd July 2026
East Farndon Village Hall 19:15

Email: clerk@eastfarndon-pc.gov.uk
Website: www.eastfarndon.org/

MINUTES

Present:
Bernie Fallon (Chair)
Mervyn Curtis
Sarah Gresly (Clerk)
Manoj Parmar
Alex Austin

Two members of public.

Year Month Item	The following business will be transacted:
2026 07 01	To receive apologies for absence. *RESOLVED: Cllr Beesley sent her apologies which were accepted by Council.*
2026 07 02	Declarations of Interest and Dispensation. *RESOLVED: None.*
2026 07 03	Approval of the Minutes of the Meeting on the 20th May 2026. *RESOLVED: The Minutes were approved by Council and signed by the Chair.*
2026 07 04	Matters Arising. *The following updates were received:*

ACTION	PROGRESS
To organise repairs to the bus shelter. **(BF)**	Some additional repair work has been noticed which will be actioned.
To lead a Spring Renovation Working Group. **(BF)**	Volunteers will be contacted to arrange a date for the work to be completed.
All Councillors to actively encourage villagers to consider the Parish Councillor vacancy. **(ALL)**	Ongoing.
To draft and circulate an IT Policy. **(Clerk)**	Deffered to next meeting.
To update the website with information about the village gateway sign being repaired. **(Clerk)**	The estimated date for the repair to be completed has passed. Clerk to contact the Highways Liaison Officer to chase the repair.
To contact contractors to arrange an inspection of the trees. **(Clerk, MP & SB)**	To be discussed at this meeting.
To draft and circulate a Risk Assessment. **(Clerk)**	A meeting to be arranged with Cllr Fallon, Cllr Parmar and the Clerk.
To prepare a communication to gather residents' views on the need for a bus service. **(MC&MD)**	To be discussed at this meeting.
To publish a news article on the website regarding the 40mph signage. **(BF)**	An article to be produced which combines an update on roads and speeding.
To organise the competition of the Declaration of Acceptance of Office and other joining documents. **(BF)**	Completed.

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<tr><td>To complete bank mandates to reflect new members. (Clerk)</td><td>Completed. Cllr Parmar has been registered onto online banking.</td></tr>
<tr><td>To share details of the Climate and Nature Champion role with Cllr Parmar. (Clerk)</td><td>Completed.</td></tr>
<tr><td>To update the policies/procedures with the reviewed date. (Clerk)</td><td>Completed.</td></tr>
<tr><td>To produce a draft Press and Media Policy for review. (Clerk)</td><td>To be presented at September meeting.</td></tr>
<tr><td>To establish the location for a bin on Marston Lane.</td><td>It was discussed that there may not be sufficient use of a bin on Marston Lane for the cost of the bin and collection to be cost effective. Council decided to wait until the next litter picking event and re-evaluate the need at that point.</td></tr>
<tr><td>To obtain quotes for the supply and installation of a new bin. (Clerk)</td><td>See update above.</td></tr>
<tr><td>To draft a message to the Parochial Church Council outlining the Council’s responsibilities in relation to the burial ground and churchyard. (MD)</td><td>Completed.</td></tr>
<tr><td>To send the completed documents to the external auditor. (Clerk)</td><td>Completed</td></tr>
<tr><td>To publish all documents on the Financial Statutory Documents section of the website. (Clerk)</td><td>Completed</td></tr>
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<tr><td>2026 07 05</td><td>Public Participation.
RESOLVED: Sam Gandy outlined a number of ways in which he could work alongside the Council, drawing on his expertise in nature and environmental matters.
Council discussed the role of Climate and Nature (CAN) Champion and the value of having a dedicated liaison to support and advise on nature-related issues. The potential benefits of formalising such a role were noted.
AP: To send Sam the CAN role description. (Clerk)
AP: To add an item to September’s agenda to discuss the CAN role. (Clerk)</td></tr>
<tr><td>2026 07 06</td><td>Casual Vacancy.
RESOLVED: Cllr Austin was welcomed to his first meeting. It was noted that Cllr Duke had resigned as a Councillor between meetings, and Council wished to express their thanks for her time and contribution.</td></tr>
<tr><td>2026 07 07</td><td>Finance:
• Bank Reconciliation.
RESOLVED: Council were presented with the bank reconciliation. Cllr Austin checked and signed the reconciliation.
• Budget Vs. Actual.
RESOLVED: Council were presented with the year-to-date budget versus actual spending.
It was noted that the reserve allocated for the Village Sign is unlikely to be sufficient to cover the full cost. It was proposed that the Village Hall Committee could be approached to see whether they might be interested in contributing towards the project.
AP: To approach the Village Hall Committee regarding potential contribution to the Village Sign. (SB)
• Payments to be Approved.
RESOLVED: Council approved all payments.
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<tr><th>Payee</th><th>Reason</th><th>Net</th><th>VAT</th><th>Method</th></tr>
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	Lloyds	Bank Charges	£ 4.25		Onlne	
	S Gresly	Clerk Salary (May)	£376.50		SO	
	S Gresly	Clerk Home Working Allowances (May)	£ 18.00		SO	
	Valda	Street Lighting Power	£ 35.62	£ 1.79	DD	
	Andrew Brookes	Burial Ground Hedge cutting	£ 548.00		Online	
	Andrew Brookes	War Memorial Maintenance	£ 125.00		Online	
	Andrew Reeves	Finger Post Painting	£ 50.52		Online	
	J Stamps and Sons	Reimbursing overpayment	£ 50.00		Online	
	NCALC	Planning Training	£ 35.00	£ 7.00	Online	
	ICO	Information Commissioner Officer	£ 47.00		DD	
	Lloyds	Bank Charges	£ 4.25		Online	
	S Gresly	Clerk Salary (June)	£376.50		SO	
	S Gresly	Clerk Home Working Allowances (June)	£ 18.00		SO	
	Marc Simons	Burial Ground Mowing	£ 750.00		Online	
	S Gresly	Weed Killer	£ 40.00	£ 8.00	Online	
	EON	Street Lighting Maintenance	£ 32.00	£ 6.40	Online	
	Valda	Street Lighting Power	£ 35.59	£1.78	DD	

2026 07 08	To consider the principles of Zane's Law and the proposed Clean Land (Human Rights) Bill. *RESOLVED: Council were informed that Kettering Town Council were seeking support for their efforts to progress Zane's Law and the proposed Clean Land (Human Rights) Bill, and for participation in a joint letter addressing the management of historic contaminated land and landfill sites. Council agreed that it would like to pledge its support and be included in the joint letter.* **AP: To write to Kettering Town Council to express support for Zane's Law and the Clean Land (Human Rights) Bill. (Clerk)**
2026 07 09	To receive the Burial Ground Committee report. *RESOLVED: Council received the report, which confirmed that the burial ground is in good order. It was noted that weedkiller has been applied to the path and will be re-applied later this month.*
2026 07 10	To review the asset register audit. *RESOLVED: Council were presented with the asset register audit. It was noted that the audit had identified some parcels of land for which the Council claims ownership but does not hold the deeds, and which are not currently recorded as registered with the Land Registry. Council were informed that the Land Registry intends to digitise all processes, and that Councils are advised to ensure a sufficient paper trail to evidence ownership. Council agreed to investigate this further.* **AP: To review the ownership of the parcels of land that Council claims ownership of. (Clerk & MC, BF)**
2026 07 11	To review the IT policy. *Council agreed to defer this item to the next meeting.*
2026 07 12	To approve a debit card for the Clerk. *RESOLVED: Council approved the issue of a debit card for the Clerk. The Clerk and Cllr Fallon signed the necessary forms.*
2026 07 13	To discuss the maintenance of the trees in the burial ground. *RESOLVED: Council were informed that, following the last meeting, a letter had been sent to Reverend James Watson advising that due to budget*

	priorities the Council would not be able to be responsible for maintaining the trees on the basis of the aesthetics of the church grounds. *Council were also informed that advice had been given for a tree survey to be completed.* *Council again discussed the extent of its responsibilities regarding tree maintenance, and a range of views were shared, leading to wider discussion.* *Council agreed to address each tree on a case-by-case basis, with safety considerations as the priority, and confirmed that where a safety issue is raised or suspected, only essential work would be undertaken.* *Council were also informed that Judy Hodgetts has expressed her intention to resign from the role of Tree Warden at the Council's next annual meeting, or earlier should a replacement be found.* **AP: To investigate the role of Tree Warden and consider advertising for a replacement. (Clerk)**
2026 07 14	To review the contract for bin collections. *RESOLVED: Council were informed that only one alternative option for bin collections had been identified, offering a single central collection point rather than multiple pick-ups. Council agreed that this arrangement would not meet the needs of the village.* *Council were also informed that one bin is currently being emptied by a volunteer. Council agreed that this bin should be added to the weekly collection at an annual cost of £363.16.* **AP: To confirm with Norse the additional bin collection. (Clerk)**
2026 07 15	To review the results from the bus service consultation. *RESOLVED: Council received the results of the consultation regarding a potential bus service for the village. There were 19 responses from approximately 158 households. Of these, 14 respondents indicated they would use the service either occasionally or regularly, and 5 responded No or Unsure. Preferred usage times varied, though a pattern of mid-morning and mid-afternoon emerged. Most respondents cited shopping, social activities, medical appointments and rail connections as likely uses, and many indicated that access to a bus service would reduce their car usage.* *One respondent commented that they would use the service if it operated along Marston Lane, while two respondents expressed strong opposition on the grounds of traffic concerns and the belief that public money could be better used elsewhere.* *Council agreed that there was not sufficient appetite for the service at present and to notify Bruce Bellm, Chair of the Welland Valley Neighbourhood Forum, of the results.* **AP: To notify Bruce Bellm the results of the bus survey. (Clerk/BF)**
2026 07 16	To confirm the response given for the following planning application: 2026/2032/FULL The Cedars Main Street East Farndon LE16 9SH Partial demolition of existing rear extension and erection of new, part single and part two storey rear extension. *RESOLVED: Council noted that it had agreed to inform West Northamptonshire Council's Planning Department that it had no objections to the application. However, Council requested that construction vehicles refrain from parking on Back Lane or on the bend of Main Street. If parking on Main Street is unavoidable, Council requested that contractors ensure that sufficient space is left for vehicles to pull in and pass safely.*
2026 07 17	To confirm the response given for the following planning application: 2026/1983/FULL Farndon Grange, Marston Lane, East Farndon LE16 9SL

	Conversion of Garage/workshop to create new 1 bedroom dwelling with 2 parking spaces *RESOLVED: Council noted that it had agreed to inform West Northamptonshire Council's Planning Department that it had no objections to the application.*
2026 07 18	Any Other Business *RESOLVED: No other business.*
2026 07 19	Correspondence. • *The Tree Warden reported that a dead tree located at the corner of Farndon Road and Oxendon Road had been submitted via FixMyStreet, but the report was closed as the tree is not owned by Highways. Council agreed to contact the landowner to notify them of the concerns.* **AP: To contact the landowner regarding the dead tree to advise them of the concerns. (Clerk)** • *The Footpath Warden advised that he would provide a full update for the September meeting but reported that there had been positive improvements across the footpath network in the last couple of weeks.*
2026 07 20	Closure of meeting. *RESOLVED: The meeting was closed at 21:23.*

Signed that the Minutes are a true and accurate record:

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Chair

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Date

	Total in Bank Balance 31st March 2025	**£20,437.61**														
	Current	£8,487.00														
	Savings	£11,950.61														
Income			**Apr-26**	**May-26**	**Jun-26**	**Jul-26**	**Aug-26**	**Sep-26**	**Oct-26**	**Nov-26**	**Dec-26**	**Jan-27**	**Feb-27**	**Mar-27**	**YTD**	
	Precept	£15,205.00	£7,602.50												£7,602.50	
	Interest		£5.07	£5.24	£4.75	£4.92									£19.98	
	Misc														£0.00	
	VAT Reclaim														£0.00	
	Grants														£0.00	
Reserves	Renovation of Village Spring														£0.00	
	Burial Ground/Churchyard Maintenance		£250.00												£250.00	
	War Memorial Maintenance														£0.00	
	Fixed Asset Spending														£0.00	
	Village Sign Development														£0.00	
	Total Income		£7,857.57	£5.24	£4.75	£4.92	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		
Expenses															**YTD Expenditure**	**Total Remaining**
Staffing	Clerk Gross Salary	£4,743.90	£376.50	£376.50	£376.50										£1,129.50	£3,614.40
	Clerk Home Working Allowance	£216.00	£18.00	£18.00	£18.00										£54.00	£162.00
	Clerk Expenses	£35.00	£74.25												£74.25	-£39.25
	Training	£648.00		£345.00	£42.00										£387.00	£261.00
Finance/Admin	Bank Charges	£51.00	£4.25	£4.25	£4.25										£12.75	£38.25
Services	Insurance	£700.00		£875.37											£875.37	-£175.37
	Streetlighting Power	£907.28		£21.87	£37.41	£37.37									£96.65	£810.63
	Streetlighting Maintenance	£128.00	£32.00			£38.40									£70.40	£57.60
	Website	£240.00													£0.00	£240.00
Subscriptions	Subscription NCALC	£310.00	£256.00												£256.00	£54.00
	NALC Subscription	£0.00	£22.02												£22.02	-£22.02
	Parish Online Subscription	£53.00													£0.00	£53.00
	Data Protection Officer	£12.00	£12.00												£12.00	£0.00
	ICO Subscription	£52.00			£47.00										£47.00	£5.00
	SLCC Subscription	£80.00													£0.00	£80.00
	Microsoft 365 Subscription	£140.00													£0.00	£140.00
	Antivirus Subscription	£0.00													£0.00	£0.00
Burial Grounds	Grass Cutting & Shrubbery	£2,050.00	£250.00			£750.00									£1,000.00	£1,050.00
	Hedgecutting	£1,148.00			£ 548.00										£548.00	£600.00
	Contingency (could be met with Churchyard	£500.00													£0.00	£500.00
	Garden Waste Collection	£0.00													£0.00	£0.00
Maintenance	Planter Costs	£100.00		£77.20											£77.20	£22.80
	Bin Collection	£740.00													£0.00	£740.00
	Defibrillator Expenses	£200.00													£0.00	£200.00
	Other Maintenance/Contingency	£400.00	£144.11		£50.52										£194.63	£205.37
S137 Spending	S137 Spending - Parish Events	£250.00		£40.15											£40.15	£209.85
	Other														£0.00	£0.00
	Total	**£13,704.18**	**£1,189.13**	**£1,758.34**	**£1,123.68**	**£825.77**										
	VAT (included in amounts above)		£38.07	£72.31	£8.79	£16.18										
	RESERVES															
	Renovation of Village Spring	£1,500.00													£0.00	£1,500.00
	Burial Ground/Churchyard Maintenance	£3,500.00		£47.88	£50.00	£48.00									£145.88	£3,354.12
	War Memorial Maintenance	£2,305.28			£125.00										£125.00	£2,180.28
	Fixed Asset Spending	£894.10													£0.00	£894.10
	Village Sign Development	£400.00													£0.00	£400.00
	Election Expenses	£150.00													£0.00	£150.00
	Total		**£0.00**	**£47.88**	**£175.00**	**£48.00**										
	VAT															
	Total Including Reserves		**£1,227.20**	**£1,806.22**	**£1,298.68**	**£873.77**										
	Current Account Bank Balance		£15,112.30	£13,306.08	£12,007.40	£11,133.63										
	Savings Account Bank Balance		£11,955.68	£11,960.92	£11,965.67	£11,970.59										
	Total Bank Balance		**£27,067.98**	**£25,267.00**	**£23,973.07**	**£23,104.22**										

Balance Reconciliation as at 14th July 2026

Balance as at 18th May 2026

Current account		£13,704.83
Deposit account		£11,960.92
Total		**£25,665.75**

Income

Interest		£9.67
	Total	**£9.67**

Expenses

Llloyds	Bank Charges	£ 4.25
S Gresly	Clerk Salary (May)	£ 376.50
S Gresly	Clerk Home Working Allowances (May)	£ 18.00
Valda	Street Lighting Power	£ 37.41
Andrew Brookes	Burial Ground Hedgecutting	£ 548.00
Andrew Brookes	War Memorial Maintenance	£ 125.00
Andrew Reeves	Finger Post Painting	£ 50.52
J Stamps and Sons	Reimbursing overpayment	£ 50.00
NCALC	Planning Training	£ 42.00
ICO	Information Commissioner Officer	£ 47.00
Llloyds	Bank Charges	£ 4.25
S Gresly	Clerk Salary (June)	£ 376.50
S Gresly	Clerk Home Working Allowances (June)	£ 18.00
Marc Simons	Burial Ground Mowing	£ 750.00
S Gresly	Weed Killer	£ 48.00
EON	Street Lighting Maintenance	£ 38.40
Valda	Street Lighting Power	£ 37.37
	Total	**£2,571.20**

Balance as at 14th July 2026

Current account	£11,133.63
Deposit account	£11,970.59
Total	**£23,104.22**
