

# The Parish Council of Little Harrowden

Clerk: Sylvia Tilaks  
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15 Main Road  
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## Ordinary Council Meeting - Minutes

**Wednesday 11th June 2025 at 7.30pm at Village Hall, Main Street, Little Harrowden**

Attendees are reminded that, in accordance with the Openness of Local Government Bodies Regulations 2014, this meeting may be recorded.

25.32	<p><b>Public Participation Open Forum</b></p> <p>7 members of the public were present to discuss:</p> <ol style="list-style-type: none"> <li>1. Tree planting – free trees via NNC. They use a Japanese pruning technique to create a forest quickly. Resident confirmed that they would be happy to be part of the planning and planting and will forward the relevant contact within NNC to Clerk.</li> <li>2. Planter maintenance; see item 25.47, iv.</li> <li>3. Overgrown bamboo and brambles. Quotation received; work will commence once bird nesting season has ended approximately September 2025.</li> </ol>	Clerk
25.33	<p><b>North Northamptonshire Councillor Updates</b></p> <p><b>Apologies</b> Cllr Scott Brown. <b>Attending</b> Cllr Vicki Jessop. <b>Update provided:</b></p> <ul style="list-style-type: none"> <li>• 1<sup>st</sup> executive meeting 17.06.25</li> <li>• Highways is now its own designated portfolio with different cabinet members in charge.</li> <li>• Climate Executive role now includes waste.</li> <li>• Efficiency review being carried out. A survey of residents will be sent out to identify how and where Council money should be spent.</li> <li>• Changes to hire licensing policies. Amalgamation of 4 zones to 1 zone with fares aligned across the county.</li> <li>• New housing strategy policy 20,448 new homes. 2,500 new homes annually. Figures may change after the consultation and scrutiny committee agree the Council's Neighbourhood Plan.</li> <li>• Grants available including ward councillor monies. Changes to criteria now mean both councillors must agree on projects.</li> <li>• 2 capital grant schemes of between £5-£25K. Deadline: Monday 23<sup>rd</sup> June. Money must be spent by 31 January 2026. Go to <a href="https://www.northnorthants.gov.uk/news/capital-grants-ps25000-now-available-business-growth">https://www.northnorthants.gov.uk/news/capital-grants-ps25000-now-available-business-growth</a> for more details.</li> </ul>	
25.34	<p><b>To receive any declarations of disclosable pecuniary or non-statutory disclosable interests from Councillors for items on the agenda</b></p> <p>None received from elected members. After co-option Cllr Reynolds noted a pecuniary interest for item 25.39, iv.</p>	
25.35	<p><b>To receive requests for dispensation</b></p> <p>None received.</p>	
25.36	<p><b>To receive and accept apologies and reasons for absence</b></p> <p><b>Resolved – Approved</b> to accept apologies from Cllrs G Cotter, M Arissol and J Woods-Shepherd. <b>In attendance:</b> Cllrs R Davies, D Grout, Y Blood, N MacKay and Clerk/RFO S Tilaks.</p>	

25.37	<b>To sign the minutes of the council meeting</b> <b>Resolved - Approved</b> the minutes of the Extraordinary Council meeting held on 28 <sup>th</sup> May 2025 as accurate.	Clerk																																																																																																																													
25.38	<b>Chair's Report</b> Looking forward to discussion a few important issues, namely: <ul style="list-style-type: none"> <li>• Belgrove Park: remediation of the wet pour, quotes to get the grass/hedges cut</li> <li>• Speeding/VAS: data collection and purchase of new signs</li> <li>• Suggestions for spending some of the reserves, e.g. on new play equipment</li> <li>• Neighbourhood Plan update following meeting with Ecton Parish Council</li> </ul> <b>Resolved - Approved</b> to co-opt and welcome a new Councillor, Henry Reynolds.	Clerk																																																																																																																													
25.39	<b>Finances</b>  i. To <b>note May 2025 income:</b> None received.  ii. To <b>approve May 2025 expenditure:</b>  <table border="1" data-bbox="220 590 1360 1451"> <thead> <tr> <th colspan="5">Expenditure up to 31.05.2025</th> </tr> <tr> <th>Date</th> <th>By</th> <th>Payee</th> <th>Reason</th> <th>Cost</th> </tr> </thead> <tbody> <tr><td>06.05.25</td><td>SO</td><td>S Garrett Harvey</td><td>Mowerman May 25 Grass</td><td>£420.64</td></tr> <tr><td>08.05.25</td><td>DD</td><td>YU Energy</td><td>Streetlighting April 25</td><td>£204.56</td></tr> <tr><td>08.05.25</td><td>DD</td><td>YU Energy</td><td>Streetlighting April 25 sensors</td><td>£17.29</td></tr> <tr><td>15.05.25</td><td>BACS</td><td>NCALC</td><td>Training - APM</td><td>£12.00</td></tr> <tr><td>15.05.25</td><td>BACS</td><td>Billy's Garden Services</td><td>Outstanding - hardcore path</td><td>£2,880.00</td></tr> <tr><td>15.05.25</td><td>BACS</td><td>NCALC</td><td>Annual Fee M'ship/DPO/NALC/Audit</td><td>£922.30</td></tr> <tr><td>15.05.25</td><td>BACS</td><td>Clerk</td><td>Wages April 20 hours</td><td>£346.14</td></tr> <tr><td>15.05.25</td><td>BACS</td><td>NCALC</td><td>Report writing training</td><td>£60.00</td></tr> <tr><td>15.05.25</td><td>BACS</td><td>NCALC</td><td>50% CiLCA</td><td>£327.00</td></tr> <tr><td>16.05.25</td><td>DD</td><td>Credit Card</td><td>Fee/NortonAV/20mph&amp;No Dogs signs</td><td>£379.73</td></tr> <tr><td>20.05.25</td><td>BACS</td><td>Beckworth Emporium</td><td>Plants Q 2, 3, 4 (1 x purchase)</td><td>£22.98</td></tr> <tr><td>20.05.25</td><td>BACS</td><td>D Clark</td><td>Planter Maintenance Qs2,3,4 @ £108</td><td>£324.00</td></tr> <tr><td>20.05.25</td><td>BACS</td><td>Amazon EU SarL</td><td>Dog sign fixings</td><td>£47.95</td></tr> <tr><td>20.05.25</td><td>BACS</td><td>Start Traffic Ltd</td><td>20mph sign fixings</td><td>£143.30</td></tr> <tr><td>20.05.25</td><td>BACS</td><td>Finding Fitness</td><td>Climbing Wall</td><td>£8,640.00</td></tr> <tr><td>20.05.25</td><td>BACS</td><td>Northants Fencing</td><td>Post Repairs Belgrove Park</td><td>£504.62</td></tr> <tr><td>22.05.25</td><td>BACS</td><td>Zurich Insurance</td><td>LHPC insurance schedule</td><td>£765.66</td></tr> <tr><td>22.05.25</td><td>BACS</td><td>Davies</td><td>Parish meeting refreshments</td><td>£90.60</td></tr> <tr><td>30.05.25</td><td>DD</td><td>Epson*</td><td>Subscription + overprint</td><td>£21.79</td></tr> <tr><td>31.05.25</td><td>DD</td><td>Unity</td><td>Service Charge</td><td>£6.00</td></tr> <tr> <td colspan="4"><b>Total expenditure 01.03.25 - 31.05.2025</b></td> <td><b>£16,136.56</b></td> </tr> </tbody> </table>  iii. <b>Resolved – Approved</b> Cllrs <b>Blood</b> and <b>Davies</b> appointed as banking authorisers.  iv. <b>Resolved - Approved</b> <b>May 2025 Bank Reconciliation</b> as listed:  <table border="1" data-bbox="228 1566 1341 1761"> <thead> <tr> <th>As @ 31.05.2025</th> <th>Year To Date</th> </tr> </thead> <tbody> <tr> <td>Payments</td> <td>£17,814.61</td> </tr> <tr> <td>Receipts</td> <td>£34,531.45</td> </tr> <tr> <td>A/C on 31.05.25</td> <td>£58,698.26</td> </tr> <tr> <td><b>A/C after 31.05.25</b></td> <td><b>£58,437.26</b></td> </tr> </tbody> </table>  v. <b>Resolved - Approved</b> the increase in <b>printing costs</b> to <b>£21.79</b> for <b>June Epson subscription (overprint surcharge)</b> .  vi. <b>Resolved - Approved</b> new payments due: <b>£225</b> CiLCA qualification payment (50%) and Clerk's travel expenses <b>£36</b> .	Expenditure up to 31.05.2025					Date	By	Payee	Reason	Cost	06.05.25	SO	S Garrett Harvey	Mowerman May 25 Grass	£420.64	08.05.25	DD	YU Energy	Streetlighting April 25	£204.56	08.05.25	DD	YU Energy	Streetlighting April 25 sensors	£17.29	15.05.25	BACS	NCALC	Training - APM	£12.00	15.05.25	BACS	Billy's Garden Services	Outstanding - hardcore path	£2,880.00	15.05.25	BACS	NCALC	Annual Fee M'ship/DPO/NALC/Audit	£922.30	15.05.25	BACS	Clerk	Wages April 20 hours	£346.14	15.05.25	BACS	NCALC	Report writing training	£60.00	15.05.25	BACS	NCALC	50% CiLCA	£327.00	16.05.25	DD	Credit Card	Fee/NortonAV/20mph&No Dogs signs	£379.73	20.05.25	BACS	Beckworth Emporium	Plants Q 2, 3, 4 (1 x purchase)	£22.98	20.05.25	BACS	D Clark	Planter Maintenance Qs2,3,4 @ £108	£324.00	20.05.25	BACS	Amazon EU SarL	Dog sign fixings	£47.95	20.05.25	BACS	Start Traffic Ltd	20mph sign fixings	£143.30	20.05.25	BACS	Finding Fitness	Climbing Wall	£8,640.00	20.05.25	BACS	Northants Fencing	Post Repairs Belgrove Park	£504.62	22.05.25	BACS	Zurich Insurance	LHPC insurance schedule	£765.66	22.05.25	BACS	Davies	Parish meeting refreshments	£90.60	30.05.25	DD	Epson*	Subscription + overprint	£21.79	31.05.25	DD	Unity	Service Charge	£6.00	<b>Total expenditure 01.03.25 - 31.05.2025</b>				<b>£16,136.56</b>	As @ 31.05.2025	Year To Date	Payments	£17,814.61	Receipts	£34,531.45	A/C on 31.05.25	£58,698.26	<b>A/C after 31.05.25</b>	<b>£58,437.26</b>	Clerk
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	<p>vii. <b>Resolved - Approved</b> to share the subscription printing costs with Grendon PC. LHPC to invoice for 50% of the new monthly costs of <b>£16.99</b> (upgraded to 500 pages pcm) and any initial upgrade fee.</p> <p>viii. The <b>publication</b> of the <b>Internal Audit</b> and <b>Annual Governance and Accountability Return</b> paperwork has been <b>completed</b> and the submission of <b>External Audit</b> information is <b>in progress</b>.</p> <p>ix. <b>Resolved - Approved</b> the cost of £1500.00 per year by Reynolds Farmers Ltd for maintaining <b>meadow dog walking areas and footpaths</b>.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
25.40	<p><b>Policies</b></p> <p><b>Resolved - Approved</b> the updated <b>Asset Register for 2025</b>.</p>	Clerk
25.41	<p><b>Planning</b></p> <p><a href="https://publicaccess.wellingborough.gov.uk/online-applications/search.do?action=monthlyList">https://publicaccess.wellingborough.gov.uk/online-applications/search.do?action=monthlyList</a></p> <p>None received.</p>	
25.42	<p><b>Belgrove Park</b></p> <p>i. <b>June risk assessments received.</b></p> <p>ii. <b>Wet pour remediation;</b> received 2 quotes. Work <b>completed</b> and <b>satisfactory and barriers removed Tue;</b> split under swings also fixed.</p> <p>iii. <b>2 quotes received to source new play equipment:</b></p> <p>a) 20m long zip wire</p> <p>b) Basket/nest swing,</p> <p>c) In ground trampoline.</p> <p>d) <b>Choice of rubberised mulch or wet pour safety surface.</b> Rubberised mulch would be satisfactory as wear not as extensive for these items.</p> <p>iv. <b>Resolved - Approved</b> to use <b>Reids contractor</b> and <b>install zip wire play equipment £15,070 (£9,670 equipment cost, £5k installation, £400 fence)..</b></p> <p>v. <b>Clerk to investigate</b> impact and <b>insurance coverage prior to installation.</b></p>	<p>Clerk</p> <p>Clerk</p>
25.43	<p><b>Village Hall</b></p> <p>i. Current <b>Loop hearing system</b> is being serviced/refurbished through RNID. Floor has been refurbished. This has led to a full inspection of the village hall completed early June and several structural issues were found, eg damp. The Committee will be researching ways to remediate. LHPC requested that the Childline poster is updated to include website. Thursday afternoon café still popular.</p> <p>ii. <b>Military Vehicles Trust</b> are able to attend the <b>village fete on 19.07.25</b>. The Village Hall is no longer delivering any activities. It is just at the church. <b>Resolved – Approved</b> to defer inviting vehicles to a whole village fete in summer 2026.</p> <p>iii. <b>Update on Village Fete</b> See item above, 25.43, ii</p>	Clerk
25.44	<p><b>Police Matters</b></p> <p>i. Update from the <b>PLR/Neighbourhood Watch:</b></p> <p>a) <b>17.06.25</b> PLR conference Cllr Davies will attend the Road Safety breakout room on.</p> <p>b) <b>Neighbourhood Watch update:</b></p> <p>1) June 1-7 was the 40<sup>th</sup> Anniversary of Neighbourhood Watch week.</p> <p>2) May 19-25 was knife crime awareness week.</p> <p>3) The window for nominating a Neighbourhood Watch Champion for an award is currently open, closing on 6 July.</p> <p>ii. <b>May crime report:</b> 2 x public order (arguing with offensive language in public place)</p>	
25.45	<p><b>Highways, Speeding and VAS</b></p> <p>i. Software for the current <b>VAS is now downloaded and recording data again.</b></p> <p>ii. <b>Resolved-Approved</b> to research costs for 1 x ANPR camera and 1 x SAM (smiley activated message) with data collection to be placed on Orlingbury Road and to be moved to face both directions.</p> <p>iii. <b>Update on correspondence</b> with</p>	Clerk

	<p>a. <b>Sarah Barnwell NNC Highways</b></p> <ol style="list-style-type: none"> <li>1. Highways will not support a reduction of speed limit to 40mph because national guidelines state that the data shows that only 15% are speeding.</li> <li>2. However, the speeding data provided is over 150m inside the 30mph zone around a corner, so the analysis conducted by Highways is flawed.</li> <li>3. Making the turning circle no parking on the way to Hilltop is also still outstanding.</li> <li>4. School sign outstanding</li> <li>5. Cllr Davies to respond with the support of Cllr Jessop reinforcing the fact that there is a problem locally that is not being addressed.</li> </ol> <p>b. <b>Joint site visit with MP Rt Hon Stuart Andrew.</b> No dates provided as yet but Stuart is supportive of traffic calming measures. Problems to be escalated directly to him. Ward Councillors have confirmed dates with Rt Hon Stuart Andrew for on site visit.</p>	Cllr Davies
25.46	<p><b>Neighbourhood Plan</b></p> <p>i. <b>Neighbourhood Plan (NP) update:</b></p> <ol style="list-style-type: none"> <li>a. Informative discussion with Ecton PC.</li> <li>b. Detailed guidelines of the requirements to design and implement the NP now in place.</li> <li>c. Next meeting will detail the key issues and initial objectives: <ol style="list-style-type: none"> <li>1 Launch date/publicity.</li> <li>2 Surveys – housing needs and additional needs.</li> <li>3 Consultant involvement.</li> <li>4 Costs.</li> <li>5 Timeframe.</li> <li>6 Other items, eg allocation of jobs, grant funding.</li> </ol> </li> </ol> <p>ii. The date of the <b>next meeting 17.06.25.</b></p>	
25.47	<p><b>Clerk's Report</b></p> <ol style="list-style-type: none"> <li>i. <b>Resolved - Approved Clerk Annual Leave</b> request 4<sup>th</sup> – 15<sup>th</sup> August 2025.</li> <li>ii. <b>Parking places for parents and staff of Little Harrowden Primary School</b> have been offered by <b>Little Harrowden Working Men's club</b> and promoted on <b>Facebook</b> and <b>LHPC</b> website in addition to emails being sent out by school.</li> <li>iii. <b>Resolved - Approved</b> to add <b>assessment reports</b> for <b>Defib</b> and <b>Belgrove Park</b> as <b>standing items.</b></li> <li>iv. <b>Resolved - Approved resident in attendance</b> to <b>maintain planters. Clerk to arrange meeting with resident and Cllr Davies to agree a maintenance plan.</b></li> </ol>	Clerk Clerk
25.48	<p><b>Correspondence and Village Updates</b></p> <ol style="list-style-type: none"> <li>i. <b>Primary School Sports Day</b> date and time <b>shared</b> on LHPC website and Facebook.</li> <li>ii. <b>Resolved - Approved</b> to defer the <b>removal of brambles and bamboo</b> in the park until the end of bird nesting season at the end of September 2025. Confirmation of costs to: <ul style="list-style-type: none"> <li>• remove: £330</li> <li>• flail the grass alongside the neighbouring properties: . £390 with no additional cost to monthly mowing charges afterwards.</li> </ul> </li> <li>iii. <b>Request</b> received to <b>reinstate Village Shop.</b> To be <b>added</b> to the <b>Neighbourhood Plan</b> surveys to gauge village support and identify if there is a need.</li> <li>iv. <b>Resolved - Approved not to purchase</b> and retain a <b>spare set of defibrillator pads.</b></li> <li>v. Suggestions for spending of reserves: <ul style="list-style-type: none"> <li>• Planters at the entrances to the village, suggestion of two. Resident has volunteered to maintain/plant.</li> <li>• Developing play area to increase social use: eg tables and chairs.</li> <li>• Memorial needs attention: paint is peeling.</li> <li>• Phone box is going to be finished by Sunday.</li> </ul> </li> </ol>	Clerk Clerk Clerk
25.49	<p><b>Date of Next Meeting:</b></p> <p>Neighbourhood Planning Meeting: 17<sup>th</sup> June 2025 Ordinary Council Meeting: 23<sup>rd</sup> July 2025.</p>	
<b>Meeting closed: 9.25pm</b>		

Signed \_\_\_\_\_

Chairman

Date \_\_\_\_\_

Signed copy held on file