

# FLORE PARISH COUNCIL

Clerk: Mrs Susan Halkett, 16 St Mary's Way, Weedon, Northants, NN7 4QL  
Tel: 01327 341057 Email: florepc@btinternet.com

16<sup>th</sup> January 2025

Dear Councillor

This is your summons to the Parish Council Meeting to be held on **Tuesday 21<sup>st</sup> January at 7.30 pm in the Schoolroom of the United Reformed Church**. If you are not able to attend, please let me know. Members of the Public and Press are invited to attend.

Yours sincerely



S Halkett  
Clerk & Proper Officer to the Council

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## AGENDA

Chair of Council: Mrs Christine Littlewood

### Acceptance of Apologies for absence

**2008.0** To receive declarations of interests under the Council's Code of Conduct regarding business to be discussed at this meeting

**2009.0** **Public Forum** for parishioners and reports by Unitary Councillors

**2010.0** To approve the minutes of the Meeting of the Parish Council held on 12<sup>th</sup> November 2024 and the Extraordinary Meeting of the Parish Council held on the 10<sup>th</sup> December 2024

**2011.0** **To receive any updates on outstanding items** (not covered elsewhere on the agenda)

- Flooding issues – Flood Warden
- To receive an update on the footpath across crossroads at Weedon, dropped kerbs at Bricketts Lane and white lines in other areas of the village
- To receive an update on the tree planting on the bypass

**2012.0** **To deal with general correspondence which may require a decision**

2012.1 To consider an email from a resident asking for help with parking issues

2012.2 To consider the High Street: Phase 2/weight limit (possible matched funding using earmarked reserves)

2012.3 To consider responding consultations:

- a. The Code of Conduct
- b. One West Northamptonshire Plan

**2013.0** **FINANCIAL/ADMIN MATTERS**

2013.1 Finance update, including income received since last meeting

2013.2 Internal control. Report on procedures since last meeting

**2014.0** **ACCOUNTS FOR PAYMENT:** under General Power of Competence

SSE	Street light electricity (Variable Direct Debit)	196.92
	<b>December payments</b>	<b>196.92</b>

**To be considered and agreed at the meeting**

Halkett	Salary £769.70 plus office rent £17	786.70
HMRC	PAYE	220.34
D Brown	Removal branches from closed churchyard £180/Digging culvert installing pipe £300	480.00
S Drinkwater	Repairs to war memorial	144.00
Unity Trust	Changes to charges	6.00
	<b>Total</b>	<b>1637.04</b>

**2015.0 PLANNING**

- 2015.1 To note that application WNC/22/00035/MINFUL - Land off A45 Roundabout (Junc 16) (Extraction of sand and gravel) - has gone to Appeal
- 2015.2 To note that application 2024/4104/OUT – Land adjacent to 20 The Green (Outline application for the erection of 1 Self-build dwelling) – has gone to Appeal
- 2015.3 To note that the Appeal for 1 High Street – single dwelling with garaging, was dismissed.
- 2015.4 To note a brief update on our question about Reserved Matters for the Brington Road application

**2016.0 REPORTS FROM REPRESENTATIVES ON VILLAGE ORGANISATIONS**

- 2016.1 Brodie Lodge Playing Field
- 2016.2 Millennium Hall
- 2016.3 Commonwealth Flags and Disaster Relief Fund
- 2016.4 Charities

**2017.0 CORRESPONDENCE RECEIVED**

- a. WNC Highways update. 2011
- b. WNC Tree planting on bypass. 2011
- c. Resident Parking issues Russell Rise. 2012.2
- d. NCALC Code of conduct consultation. 2012.4
- e. WNC Appeals x 3. 2015.1/2/3

NCALC Updates and Training  
WNC Town & Parish Briefing  
WNC Media Updates  
WNC weekly planning register  
ACRE newsletter

**2018.0 CORRESPONDENCE RECEIVED AFTER AGENDA PUBLISHED**

**Items for inclusion at the next meeting**

Date of next full Council meetings: 11<sup>th</sup> February, 11<sup>th</sup> March, 8<sup>th</sup> April, 13<sup>th</sup> May, 10<sup>th</sup> June, 8<sup>th</sup> July

**FLORE PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN THE**  
**UNITED REFORMED CHURCH SCHOOLROOM ON**  
**21<sup>st</sup> JANUARY 2025 at 7.30 pm**

**PRESENT:** Councillors: Mr Andy Anderson, Miss Freya Davies, Mr Geoff Fellows, Mr Geoff Holden,  
Mr Simon Levell, Mrs Chris Littlewood, Mr John Thomason  
Unitary Cllrs: Mr Phil Bignell, Mr Charles Morton  
Police: PCSO and PC. Both left after public forum  
Public: 4 Members of the public present

Acceptance of Apologies for absence: Councillors: Mrs Kathryn Baines, Mr Tom Higginson,

Chair: Mrs Christine Littlewood

- 2008.0** **Declarations of Interest under the Council's Code of Conduct, regarding business tabled for discussion.** Mr Simon Levell declared an interest in item 2011.0 Flooding
- 2009.0** **Public Forum:** for parishioners and reports by Unitary Councillors
- Resident: Flore Hill flooding, cannot get to shops when flooded. Flood Warden advised that the gully at the bottom had been blocked and was now clear. Manhole cover was a trip hazard, advised that this was also repaired and could traffic calming ideas have priorities the opposite way?
  - Resident: Do we know anything about the house being built at Stowe Hill, opposite the garage on the A5. Yes all in hand with enforcement who are currently being chased, Orders have been served.
  - Resident: Just came to listen to meeting.
  - Resident: Advised that he has sent through photos of the flooding issues caused to properties at John Campbell Close in the November floods. Flood warden advised that the balancing ponds need looking into as one fills and the other doesn't so they don't do their job. The Grips had recently been dug out (assumed by residents). The significant amount of rain that fell that day was just phenomenal and probably would still have caused issues in this area.
  - PCSO: Advised that she has been to look at the parking issues on Spring Lane/Russell Rise and placed advisory parking notices on three vehicles who were parked on the footpath. This issue has been decriminalised and is not in the Police's remit, it now comes under Highways.
  - U/Cllr Bignell. White Paper for regeneration, having areas with mayoral control, has recently gone through West Northants Council. WNC has no partners yet so would need to rely on the Government to allocate counties to join in a larger area. WNC budget has been agreed and it is a 5% rise on Council Tax. Interesting fact that Northamptonshire is in the bottom three counties for pot holes!
  - U/Cllr Morton: Bypass – work is being carried out on the vegetation on the bypass.. The potholes reported on Brington Road should have been completed just after Christmas although he would chase as it doesn't look like this has been carried out.
- 2010.0** **To approve the minutes of the Meeting of the Parish Council held on 12<sup>th</sup> November 2024 and the minutes of the Extraordinary Meeting of the Parish Council held on the 10<sup>th</sup> December 2024.** The minutes were agreed as an accurate record of the meeting.
- 2011.0** **Outstanding items - updates** (not covered elsewhere on the agenda)
- Flood Warden: Cllr Thomason had sent around a report which was noted. He advised that he would put a bit in the Messenger about block paving (if size over 5 metre squared, drainage should be inserted).
  - Highways issues: Footpath at bottom of Flore Hill. Highways confirmed that they would not be able to do anything, the Crossroads are owned by Highways England and it is unlikely they would install a footpath across the carriageway. Dropped kerbs – Bricketts Lane: Highways advised that this would be a scheme they could implement. They would assess it in the new year. White line painting: Has been carried out in Spring Lane and Kings Lane.
  - Tree planting on bypass. Confirmation that Kier has started to cut the grass and remove failed vegetation, replacement planting will happen before the end of March (weather permitting).

**2012.0 GENERAL CORRESPONDENCE**

- 2012.1 Parking Issues Russell Rise: Advisory tickets have been issued re bad parking. If Council wants to take this further ie yellow lines, then we need to get in contact with Highways. Council agreed that they would not particularly like this in the village.
- 2012.2 High Street: Council has previously agreed to 2 further chicanes and the gateway feature on Flore Hill. They would also pursue the HGV amenity weight limit and if match funding available then they previously agreed to have earmarked money for this. In answer to the resident's request for different priorities, Cllr Levell advised that definitely one could be that way, the other could be a possibility or one of the existing chicanes could be changed.
- 2012.3 Consultations  
Code of Conduct. Clerk to complete this on behalf of the Council.  
One West Northamptonshire Plan. No comments.

Clerk

**2013.0 FINANCIAL MATTERS**

- 2013.1 Finance update. It was reported that as at 31<sup>st</sup> December the Council had £52,210 in the bank account. No income received. There were no matters arising. Reserves: approx. £24,000. Figures accepted. Cllr Levell asked which budget the bus shelter was paid in, confirmed as CIL income used.
- 2013.2 Internal Control. Cllr Holden had looked through the paperwork, including bank statements, and confirmed all present and correct.

**2014.0 ACCOUNTS FOR PAYMENT**

Accumulated invoice for year to date – new contract  
SSE Street light electricity (Nov) (December payment) 196.92

**Agreed at meeting**

Halkett	Salary £769.70/office £17	786.70
HMRC	PAYE	220.34
D Brown	Removal branches closed churchyard/Digging culvert	480.00
S Drinkwater	Repairs to war memorial	144.00
Unity Trust	Bank charges	6.00

**Monthly Total 1637.04****2015.0 PLANNING**

- 2015.1 WNC/22/00035/MINFUL – land off A45 roundabout (Junc 16) Extraction of sand and gravel – has gone to Appeal – Noted. Upper Heyford Parish Meeting and Nether Heyford Parish Council emailed the Chair just before the meeting, to ask whether Flore would contribute towards a barrister to act on their behalf. A representative would go to the meeting being held on Monday 27<sup>th</sup> and advise back to Cllrs but unlikely to look to contribute to the estimated £8,000 cost.
- 2015.2 2024/4104/OUT. Land adjacent to 20 The Green, Outline application for the erection of 1 self-build dwelling – has gone to Appeal – Noted
- 2015.3 Appeal for 1 High Street, single dwelling with garaging was dismissed- Noted
- 2015.4 Reserved Matters for Brington Road. This has gone back to Appeal and nothing has been received yet although it if is granted, it is presumed detailed plans will be submitted which should include the 40% affordable housing.

Chair

**2016.0 REPORTS FROM VILLAGE ORGANISATIONS**

- 2016.1 Brodie Lodge. All well
- 2016.2 Millennium Hall. Nothing to report
- 2016.3 Commonwealth Flags and Disaster Relief Fund: Nothing to report
- 2016.4 Charities: Next meeting May.

**2017.0 CORRESPONDENCE RECEIVED**

- a. WNC Highways update. 2011
- b. WNC Tree planting on bypass. 2011
- c. Resident Parking issues Russell Rise. 2012.2
- d. NCALC Code of conduct consultation. 2012.4
- e. WNC Appeals x 3. 2015 1/2/3

NCALC Updates and Training  
WNC Town & Parish Briefing  
WNC Media Updates  
WNC weekly planning register  
ACRE newsletter

**2018.0 CORRESPONDENCE RECEIVED AFTER AGENDA PUBLISHED**

Keir confirmation of bypass work. Noted  
Information and photos of flooding at John Campbell Close. Noted  
Email to Chair about meeting re sand and gravel application. Noted

**Date of next meetings:** 11<sup>th</sup> February, 11<sup>th</sup> March, 8<sup>th</sup> April. 13<sup>th</sup> May, 10<sup>th</sup> June, 8<sup>th</sup> July,  
9 September, 14<sup>th</sup> October, 11<sup>th</sup> November

**Items for inclusion on next meeting's agenda.**

Flood Warden and High Street work updates  
Climate Group (only if something to report)  
Handrail extension on Ram Bank - February if anything received  
Field behind layby enforcement update  
Solar Farm update  
Removal of tree in closed churchyard

The meeting closed at 2020 hrs

# FLORE PARISH COUNCIL

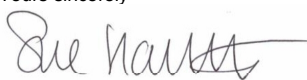
Clerk: Mrs Susan Halkett, 16 St Mary's Way, Weedon, Northants, NN7 4QL  
Tel: 01327 341057 Email: florepc@btinternet.com

6<sup>th</sup> February 2025

Dear Councillor

This is your summons to the Parish Council Meeting to be held on **Tuesday 11<sup>th</sup> February at 7.30 pm in the Schoolroom of the United Reformed Church**. If you are not able to attend, please let me know. Members of the Public and Press are invited to attend.

Yours sincerely



S Halkett  
Clerk & Proper Officer to the Council

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## AGENDA

Chair of Council: Mrs Christine Littlewood

### Acceptance of Apologies for absence

**2019.0** To receive declarations of interest under the Council's Code of Conduct regarding business to be discussed at this meeting

**2020.0 Public Forum** for parishioners and reports by Unitary Councillors

**2021.0** To approve the minutes of the Meeting of the Parish Council held on 21st January 2025

**2022.0 To receive any updates on outstanding items** (not covered elsewhere on the agenda)

- Flooding issues – Flood Warden
- To receive an update on the High Street
- To receive an update on the Land behind Holiday Inn (if received)
- To note a response has been sent to Kier re their Parish Satisfaction Survey
- To receive an update on the Solar Farm

**2023.0 To deal with general correspondence which may require a decision**

2023.1 To consider removal of a tree in the closed churchyard

2023.2 To note that the Kier Parish Path Warden scheme has started again and to confirm the Path Warden registration

2023.3 To consider the work offered by the Justice Team

2023.4 To consider responding to NCALC: Climate & Nature Action Survey

2023.5 To note the vehicle hitting bin on Bricketts Lane and to consider resetting (Company has acknowledged)

2023.6 To consider replacing all the perspex sheets in the bus shelter by the White Hart

2023.7 To consider speakers for the Annual Parish Meeting on Tuesday April 22nd

### 2024.0 FINANCIAL/ADMIN MATTERS

2024.1 Finance update, including income received since last meeting

2024.2 Internal control. Report on procedures since last meeting

**2025.0 ACCOUNTS FOR PAYMENT:** under General Power of Competence

SSE

Street light electricity (Variable Direct Debit)

January VDD payments

203.49

203.49

**To be considered and agreed at the meeting**

Salix	Street light loan repayment DD 1 Feb	1829.42
Halkett	Salary £769.50 plus office rent £17	786.50
HMRC	PAYE	220.54
Design to Print	Messenger	159.00
Weedon Bec PC	Quarterly telephone/broadband, Subscriptions (third share)	185.99
ACRE	Subscriptions	42.00
G Fellows	Zephyr finials for flag staffs	95.88
Unity Trust	Service charge	6.00
	<b>Total</b>	<b>3325.33</b>

**2026.0 PLANNING**

- 2026.1 Application: 2025/0434/TCA The Croft, 23 Kings Lane. Removal of Noway Maple  
2026.2 To receive an update on the recent meeting at Nether Heyford re the sand and gravel extraction application

**2027.0 REPORTS FROM REPRESENTATIVES ON VILLAGE ORGANISATIONS**

- 2027.1 Brodie Lodge Playing Field  
2027.2 Millennium Hall  
2027.3 Commonwealth Flags and Disaster Relief Fund  
2027.4 Charities

**2028.0 CORRESPONDENCE RECEIVED**

- a. WNC High Street match funding. 2022  
b. Kier Parish Satisfaction Survey. 2022  
c. EDF Update on solar farm. 2022  
d. Kier Parish Path Warden scheme. 2023.2  
e. FPCC Justice Team. 2023.3  
f. NCALC Climate & Nature action survey. 2023.4  
g. WNC Application, 2026.1  
h. Roade F Acknowledgement of damaged bin. 2023.5

NCALC Updates and Training  
WNC Town & Parish Briefing  
WNC Media Updates  
WNC weekly planning register  
ACRE newsletter

**2029.0 CORRESPONDENCE RECEIVED AFTER AGENDA PUBLISHED**

**Items for inclusion at the next meeting**

Date of next full Council meetings: 11<sup>th</sup> March, 8<sup>th</sup> April,  
Annual Parish Meeting will be held on the 22<sup>nd</sup> April  
Annual Meeting of the Parish Council 13<sup>th</sup> May,  
10<sup>th</sup> June, 8<sup>th</sup> July

**FLORE PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN THE**  
**UNITED REFORMED CHURCH SCHOOLROOM ON**  
**11<sup>th</sup> FEBRUARY 2025 at 7.30 pm**

**PRESENT:** Councillors: Mr Andy Anderson, Mr Kev Beasley, Miss Freya Davies, Mr Geoff Fellows,  
Mr Tom Higginson, Mr Geoff Holden, Mr Simon Levell, Mrs Chris Littlewood,  
Mr John Thomason  
Unitary Cllrs: Mr Charles Morton  
Public: 0 Members of the public present

Acceptance of Apologies for absence: Councillors: Mrs Kathryn Baines  
Unitary Cllr: Mr Phil Bignell

Chair: Mrs Christine Littlewood

<b>2019.0</b>	<b>Declarations of Interest under the Council's Code of Conduct, regarding business tabled for discussion.</b> Nothing declared	
<b>2020.0</b>	<b>Public Forum:</b> for parishioners and reports by Unitary Councillors <ul style="list-style-type: none"> <li>• U/Cllr Morton advised that he is still chasing Highways about the potholes on Brington Road which were supposed to be filled in at the end of last year.</li> <li>• U/Cllr Bignell had sent through his report on devolution, the budget and Sandy Lane work – all noted</li> </ul>	
<b>2021.0</b>	<b>To approve the minutes of the Meeting of the Parish Council held on 21<sup>st</sup> January 2025.</b> The minutes were agreed as an accurate record of the meeting.	
<b>2022.0</b>	<b>Outstanding items - updates</b> (not covered elsewhere on the agenda) <ul style="list-style-type: none"> <li>• Flood Warden: Cllr Thomason gave a short update. Noted.</li> <li>• High Street: Response sent. Highways unable to commit to match funding at this stage. Council to wait till the new financial year.</li> <li>• Land behind Holiday Inn. Nothing received, U/Cllr Morton advised that he too has not heard anything</li> <li>• Parish Satisfaction Survey – noted response sent.</li> <li>• Solar Farm – noted that this is looking to commence towards the end of 2025</li> </ul>	March
<b>2023.0</b>	<b>GENERAL CORRESPONDENCE</b>	
2023.1	Tree work – Closed Churchyard. Cllr Littlewood to meet with WNC tree officer to look at the conifer. If he agrees that it can be removed (tree keeps dropping large branches), planning approval will be needed and quote sought	March
2023.2	Parish Path Warden Scheme. Noted that this has been started again. Resident Mr Nigel Strang is willing to remain as the path warden. Clerk has submitted paperwork.	
2023.3	Immediate Justice Team: Clerk to ask whether the graffiti on the bridges of the bypass could be included in the scheme. The layby by the Holiday Inn	Clerk
2023.4	Climate & Nature Action Survey: Clerk to complete.	Clerk
2023.5	Litter Bin, Bricketts Lane/Springfield. Was hit by vehicle but bin is ok. Owner has paid for the reinstallation of the bin. (Bin inside is dented a bit but is repairable.	
2023.6	Bus Shelter – window replacement. Polycarbonate sheets to be ordered to replace the current sheets which are in a bad way.	
2023.7	<b>Resolved:</b> To purchase new Polycarbonate sheets and replace all windows. Cllr Fellows will install. Annual Parish Meeting. April 22 <sup>nd</sup> 7pm. Councillor Thompson will do a flood mitigation report and Helen Frost to be asked to speak about her book (Women in the Land Army). <i>Note: Mrs Frost has confirmed that she will speak.</i>	Clerk
<b>2024.0</b>	<b>FINANCIAL MATTERS</b>	
2024.1	Finance update. It was reported that as at 31 <sup>st</sup> January the Council had £50,369.47 in the bank account. No income received. There were no matters arising. Reserves: approx. £23892 (incl 6 months precept). Figures accepted.	
2024.2	Internal Control. Cllr Holden had looked through the paperwork, including bank statements, and confirmed all present and correct.	

**2025.0 ACCOUNTS FOR PAYMENT**

Accumulated invoice for year to date – new contract  
 SSE Street light electricity (January payment) **203.49**

**Agreed at meeting**

<b>Salix</b>	Street light loan	1829.42
Halkett	Salary £769.50/office £17	786.50
HMRC	PAYE	220.54
Design to Print	Messenger	159.00
Weedon Bec PC	Subscriptions/telephone	185.99
ACRE	Subscriptions	42.00
G Fellows	Finials for flag staffs	95.88
Unity Trust	Bank charges	6.00

**Monthly Total 3325.33****2026.0 PLANNING**

2026.1 Application: 2025/0434/TCA. The Croft, 23 Kings Lane. Removal of Norway Maple.  
 The Council has no objections to this application as the roots are causing issues with the stone wall surrounding the property.

2026.2 Sand & Gravel meeting – update. Noted.

**2027.0 REPORTS FROM VILLAGE ORGANISATIONS**

2027.1 Brodie Lodge. All well, Immediate Justice Team are currently painting the play equipment

2027.2 Millennium Hall. Nothing to report

2027.3 Commonwealth Flags: Finial replaced and one spare received.

2027.4 Charities: Next meeting May.

**2028.0 CORRESPONDENCE RECEIVED**

a. WNC High Street match funding. 2022

b. Kier Parish Satisfaction Survey. 2022

c. EDF Update on solar farm. 2022

d. Kier Parish Path Warden scheme. 2023.2

e. FPCC Justice Team. 2023.3

f. NCALC Climate & Nature action survey. 2023.4

g. WNC Application, 2026.1

h. Roade F Acknowledgement of damaged bin. 2023.5

NCALC Updates and Training  
 WNC Town & Parish Briefing  
 WNC Media Updates  
 WNC weekly planning register  
 ACRE newsletter

**2029.0 CORRESPONDENCE RECEIVED AFTER AGENDA PUBLISHED**

Request for funding from Citizens Advice – March agenda

Cllr Anderson asked if the Clerk can find out whether Stagecoach can put on a double decker bus for the D2 at 0736 (Daventry to Northampton route), as when it gets to Flore it is standing room only. Clerk to email Stagecoach

**Date of next meetings:** 11<sup>th</sup> March, 8<sup>th</sup> April  
 Annual Parish Meeting 22<sup>nd</sup> April  
 Annual Meeting of the Parish Council 13<sup>th</sup> May,  
 10<sup>th</sup> June, 8<sup>th</sup> July, 9 September, 14<sup>th</sup> October, 11<sup>th</sup> November

**Items for inclusion on next meeting's agenda.**

Flood Warden  
 High Street / Climate Group (only if something to report)  
 Handrail extension on Ram Bank - if anything received  
 Field behind layby update  
 Removal of tree in closed churchyard

The meeting closed at 2012 hrs

Chair 11<sup>th</sup> March 2025

# FLORE PARISH COUNCIL

Clerk: Mrs Susan Halkett, 16 St Mary's Way, Weedon, Northants, NN7 4QL  
Tel: 01327 341057 Email: florepc@btinternet.com

6<sup>th</sup> March 2025

Dear Councillor

This is your summons to the Parish Council Meeting to be held on **Tuesday 11<sup>th</sup> March at 7.30 pm in the Schoolroom of the United Reformed Church**. If you are not able to attend, please let me know. Members of the Public and Press are invited to attend.

Yours sincerely



S Halkett  
Clerk & Proper Officer to the Council

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## AGENDA

Chair of Council: Mrs Christine Littlewood

### Acceptance of Apologies for absence

- 2030.0** To receive declarations of interest under the Council's Code of Conduct regarding business to be discussed at this meeting
- 2031.0** **Public Forum** for parishioners and reports by Unitary Councillors
- 2032.0** To approve the minutes of the Meeting of the Parish Council held on 11<sup>th</sup> February 2025
- 2033.0** **To receive any updates on outstanding items** (not covered elsewhere on the agenda)
- Flooding issues – Flood Warden
  - To receive an update on the Land behind Holiday Inn
  - To note response from Injustice Team about clearing graffiti off bridges over bypass.
  - To note that Stagecoach has passed on request for a larger bus for the 7.32 service to Northampton to the local branch and will be back to us soon as possible with answer.
  - To note the status of the Commonwealth Disasters Relief Project
  - To note speakers at the APM will be Flooding – John Thomason – Flooding, and Helen Frost on the Land Army
- 2034.0** **To deal with general correspondence which may require a decision**
- 2034.1 To consider removal of a tree in the closed churchyard if quote received (planning approval needed)
- 2034.2 To consider the closure of the layby, adjacent to the Holiday Inn and note that work has been undertaken since our last meeting
- 2034.3 To consider allowing advertisements from outside the village in the Flore Messenger
- 2034.4 To note that Cllr Fellows will attend the WNC Local Plan briefing on the 3<sup>rd</sup> April
- 2034.5 Elections: To note the information from West Northants Council and to note that Cllr Fellows will be taking in his papers on the 20<sup>th</sup> March, if anyone wants him to take in theirs, please let him know.
- 2034.6 Bypass: To consider what can be done to stop accidents on the bypass and help traffic through the village at the same time
- 2035.0** **FINANCIAL/ADMIN MATTERS**
- 2035.1 Finance update, including income received since last meeting
- 2035.2 Internal control. Report on procedures since last meeting
- 2035.3 To consider a request for financial support for Citizens Advice

**2036.0 ACCOUNTS FOR PAYMENT:** under General Power of Competence

SSE	Street light electricity (Variable Direct Debit)	203.49
The Plastic People	Clear Polycarbonate sheets	925.44
	<b>February payments</b>	<b>1128.93</b>

**To be considered and agreed at the meeting**

Halkett	Salary £769.50 plus office rent £17	786.50
HMRC	PAYE	220.54
Design to Print	Messenger	159.00
Millennium Hall	Library hall rent (three months)	75.00
G Fellows	Cleaner for bus stop	6.99
Information Commissioner	Data protection	52.00
Unity Trust	Service charge	6.00
	<b>Total</b>	<b>1306.03</b>

**2037.0 REPORTS FROM REPRESENTATIVES ON VILLAGE ORGANISATIONS**

- 2037.1 Brodie Lodge Playing Field
- 2037.2 Millennium Hall
- 2037.3 Commonwealth Flags and Disaster Relief Fund
- 2037.4 Charities

**2038.0 CORRESPONDENCE RECEIVED**

- a. WNC Land behind Holiday Inn. 2033
- b. Injustice Team Possible Work. 2033
- c. Stagecoach Request for larger bus. 2033
- d. WNC Layby adj Holiday Inn. 2034.2
- e. NCALC Local Plan briefing. 2034.4
- f. WNC Election info. 2034.5
- g. WNC Copy correspondence re bypass. 2034.6
- h. Citizens Advice Request for funding. 2035.3

NCALC Updates and Training  
WNC Town & Parish Briefing  
WNC Media Updates  
WNC weekly planning register  
ACRE newsletter

**2040.0 CORRESPONDENCE RECEIVED AFTER AGENDA PUBLISHED**

**Items for inclusion at the next meeting**

Date of next full Council meetings: 8<sup>th</sup> April,  
Annual Parish Meeting will be held on the 22<sup>nd</sup> April  
Annual Meeting of the Parish Council 13<sup>th</sup> May,  
10<sup>th</sup> June, 8<sup>th</sup> July

**FLORE PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN THE**  
**UNITED REFORMED CHURCH SCHOOLROOM ON**  
**11<sup>th</sup> MARCH 2025 at 7.30 pm**

**PRESENT:** Councillors: Mr Andy Anderson, Miss Freya Davies, Mr Tom Higginson, Mr Geoff Holden,  
 Mr Simon Levell, Mrs Chris Littlewood, Mr John Thomason  
 Public: 2 Members of the public present  
 Unitary Cllr Mr Phil Bignell from item 2037.

Acceptance of Apologies for absence: Councillors: Mr Kev Beasley, Mrs Kathryn Baines, Mr Geoff Fellows  
 Unitary Cllr: Mr Phil Bignell (for the first part of the meeting)  
 Mr Charles Morton

Chair: Mrs Christine Littlewood

<b>2030.0</b>	<b>Declarations of Interest under the Council's Code of Conduct, regarding business tabled for discussion.</b> Cllr Levell declared a non-pecuniary interest in item 2034.6	
<b>2031.0</b>	<b>Public Forum:</b> for parishioners and reports by Unitary Councillors <ul style="list-style-type: none"> <li>• U/Cllr Bignell had sent through his report on the WNC budget, roads and recycling— all noted. Cllr Bignell joined the meeting later and advised that the gravel extraction application is going to be a 2 day Hearing (date to be confirmed)</li> <li>• Both residents had come to listen to the meeting</li> </ul>	
<b>2032.0</b>	<b>To approve the minutes of the Meeting of the Parish Council held on 11<sup>th</sup> February 2025.</b> The minutes were agreed as an accurate record of the meeting.	
<b>2033.0</b>	<b>Outstanding items - updates</b> (not covered elsewhere on the agenda) <ul style="list-style-type: none"> <li>• Flood Warden: Residents at Brockhall Road had paid for someone to dig the ditches there. Cllr Thomason had reported the drains again. Tree over river at tin bridge has been cleared.</li> <li>• Land behind Holiday Inn. Noted that WNC will be contacting owners re area at the bottom of the field; that planning consent was required for another owner. They are visiting again to check on the progress of clearance - chase May/June</li> <li>• Immediate Justice Team. Noted that they cannot work on the bypass due to speed of vehicles. They have painted the play equipment at Brodie Lodge</li> <li>• Stagecoach service 7.32 am Daventry-Northampton. Noted that they have passed on suggestion to have a larger bus on this route but nothing heard back since.</li> <li>• Commonwealth Disasters Relief Project. This is still ongoing and events are being planned.</li> <li>• Annual Parish Meeting. Flooding issues (John Thomason) and Land Army (Helen Frost) will be the speakers this year.</li> </ul>	May/June
<b>2034.0</b>	<b>GENERAL CORRESPONDENCE</b>	
2034.1	Tree work – Closed Churchyard. Cllr Littlewood will speak again to WNC about whether a conifer which keeps shedding branches can be cut down as an emergency or whether planning consent is required. Two quotes of £680 and £1000 received; to be discussed once confirmation regarding consent is acquired.	Cllr Littlewood
2034.2	Layby by Holiday Inn. Noted that the two caravans have been removed, some litter picking has occurred. Councillors asked whether bins could be reinstated once rest of litter has been removed. Immediate Justice Team may be able to help if WNC doesn't clear the site. <b>Resolved:</b> To not close the layby at present as residents who live adjacent it do not wish it to be closed.	
2034.3	Messenger: Request was to include advertising from outside the village <b>Resolved:</b> Not agreed to include outside company advertising at this stage.	
2034.4	Local Plan briefing. Noted that Cllr Fellows will attend	
2034.5	Elections. Confirmed that the Notice of Election has been received and posted. Nomination papers have been given to those who requested one. Cllr Fellows has an appointment to submit his papers and is willing to take in other people's forms at the same time.	
2034.6	Bypass: Can the Unitary Cllrs instigate a safety audit on this road which needs to be carried out as soon as possible. Cllrs understand the pitfalls of the undulating road and ask that all safety options are looked at. High Street: When bypass is closed traffic does move through the village albeit slowly. The question was asked could the priority change at such times. Cllr Higginson responded that the chicanes were the	Clerk

subject of considerable safety assessments at the time and these dictated the priority traffic flows.

#### 2035.0 FINANCIAL MATTERS

2035.1 Finance update. It was reported that as at 28<sup>th</sup> February the Council had £46,150.21 in the bank account. Messenger adverts received £235.00. There were no matters arising. Reserves: approx. £21000. Figures accepted.

2035.2 Internal Control. Cllr Holden had looked through the paperwork, including bank statements, and confirmed all present and correct.

2035.3 Request for financial support – Citizens Advice

**Resolved:** To give a small grant of £200 towards Citizens Advice. FD/AA

#### 2036.0 ACCOUNTS FOR PAYMENT

Accumulated invoice for year to date – new contract

SSE	Street light electricity (January payment)	203.49
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The Plastic People	Polycarbonate sheets	925.44
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<b>February payments</b>		<b>1128.93</b>
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#### Agreed at meeting

Halkett	Salary £769.50/office £17	786.50
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HMRC	PAYE	220.54
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Design to Print	Messenger	159.00
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Millennium Hall	Library rent	75.00
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G Fellows	Cleaning liquid for bus stop	6.99
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Information Commissioner	Data protection licence	52.00
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Unity Trust	Bank charges	6.00
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S Drinkwater	Repair of bin (donation paid to this)	114.00
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Citizens Advice	Donation (agreed at meeting)	200.00
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<b>Monthly Total</b>		<b>1620.03</b>
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Awaiting SSE Street lighting invoice

#### 2037.0 REPORTS FROM VILLAGE ORGANISATIONS

2037.1 Brodie Lodge. Nothing to report

2037.2 Millennium Hall. Nothing to report, although ticket sales for the play are still available.

2037.3 Commonwealth Flags: A good display of flags was flying for Commonwealth Day

2037.4 Charities: Richard Capell meeting donated money to school and the URC/PCC youth groups.

#### 2038.0 CORRESPONDENCE RECEIVED

a. WNC Land behind Holiday Inn. 2033

b. Injustice Team Possible Work. 2033

c. Stagecoach Request for larger bus. 2033

d. WNC Layby adj Holiday Inn. 2034.2

e. NCALC Local Plan briefing. 2034.4

f. WNC Election info. 2034.5

g. WNC Copy correspondence re bypass. 2034.6

h. Citizens Advice Request for funding. 2035.3

NCALC Updates and Training

WNC Town & Parish Briefing

WNC Media Updates

WNC weekly planning register

ACRE newsletter

#### 2040.0 CORRESPONDENCE RECEIVED AFTER AGENDA PUBLISHED

Cllr Fellows: Advised that the purchased cleaning product has removed the sticky Sellotape from the polycarbonate sheets on the bus shelter at Bricketts Lane and they are looking ok, so don't need replacing at present.

Holiday Inn: Following recent social media and complaint to a Cllr, a discussion took place regarding the residents of the hotel in Flore and the ongoing use of the hotel and support that could be given. Cllr Littlewood had spoken to the contact in charge of refuges. Cllr Higginson advised that he was having a meeting with the partnerships Manager at Serco on the 13<sup>th</sup> March to discuss the ongoing situation and support needed.

**Date of next meetings:** 8<sup>th</sup> April  
Annual Parish Meeting 22<sup>nd</sup> April  
Annual Meeting of the Parish Council 13<sup>th</sup> May,  
10<sup>th</sup> June, 8<sup>th</sup> July, 9 September, 14<sup>th</sup> October, 11<sup>th</sup> November

**Items for inclusion on next meeting's agenda.**

Flood Warden  
High Street / Climate Group (only if something to report)  
Handrail extension on Ram Bank - if anything received  
Removal of tree in closed churchyard  
Layby by Holiday Inn – only if something to report  
Advisory signs on bus shelters  
Land behind Holiday Inn – May/June

The meeting closed at 2010 hrs

# FLORE PARISH COUNCIL

Clerk: Mrs Susan Halkett, 16 St Mary's Way, Weedon, Northants, NN7 4QL  
Tel: 01327 341057 Email: florepc@btinternet.com

3<sup>rd</sup> April 2025

Dear Councillor

This is your summons to the Parish Council Meeting to be held on **Tuesday 8<sup>th</sup> April at 7.30 pm in the Schoolroom of the United Reformed Church**. If you are not able to attend, please let me know. Members of the Public and Press are invited to attend.

Yours sincerely



S Halkett  
Clerk & Proper Officer to the Council

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## AGENDA

Chair of Council: Mrs Christine Littlewood

### Acceptance of Apologies for absence

**2041.0** To receive declarations of interest under the Council's Code of Conduct regarding business to be discussed at this meeting

**2042.0** **Public Forum** for parishioners and reports by Unitary Councillors

**2043.0** To approve the minutes of the Meeting of the Parish Council held on 11<sup>th</sup> March 2025

**2044.0** **To receive any updates on outstanding items** (not covered elsewhere on the agenda)

- Flooding issues – Flood Warden
- To note correspondence regarding the Sand & Gravel extraction application and Flore PC's confirmation that they were willing to support Nether/Upper Heyford.

**2045.0** **To deal with general correspondence which may require a decision**

2045.1 To consider removal of a tree in the closed churchyard if quote received (planning approval needed)

2045.2 To consider putting advisory signs on the bus shelters

2045.3 To consider writing to WNC regarding the funding for the work on the High Street.

2045.4 To consider the Agreement/subscriptions to NCALC

**2046.0** **FINANCIAL/ADMIN MATTERS**

2046.1 Finance update, including income received since last meeting

2046.2 Internal control. Report on procedures since last meeting

2046.3 Audit: To note that Flore has been called for intermediate audit and to consider the Annual Governance Statement

2046.4 To note the new charges to SSE

**2047.0** **ACCOUNTS FOR PAYMENT:** under General Power of Competence

SSE	Street light electricity (Variable Direct Debit)	183.81
G Fellows	Bus shelter cleaning product	6.99
Norse	Bin emptying	402.96
Design to Print	Messenger	159.00

**March payments**

**To be considered and agreed at the meeting**

Halkett	Salary £787.35 at meeting, plus office rent £17	804.35
HMRC	PAYE	281.87
Parish Online	Subscriptions	120.00
LG Hedging	Grass cutting	300.00
NCALC	Membership £626.22/ Audit £352.80/ DPO 14.40	993.42
LC Hedging 2 <sup>nd</sup> invoice	Grass cutting	600.00
Unity Trust	Service charge	6.00
	<b>Total</b>	<b>3105.64</b>

**2048.0 PLANNING**

- 2048.1 Application - To consider: 2025/0880/FULL. 36 Sutton Street. Ground floor extension to rear of property on the side of an existing single storey extension. First floor extension over existing and new ground floor extension. Replace white UPVC windows with new black UPVC windows
- 2048.2 Consultation: Grand Union Canal Transfer project, scoping consultation (new pipeline for the movement of water from Midlands to southeast England (following Grand Union Canal in our area)

**2048.0 REPORTS FROM REPRESENTATIVES ON VILLAGE ORGANISATIONS**

- 2048.1 Brodie Lodge Playing Field
- 2048.2 Millennium Hall
- 2048.3 Commonwealth Flags and Disaster Relief Fund
- 2048.4 Charities

**2049.0 CORRESPONDENCE RECEIVED**

- a. Nether Heyford PC Sand/Gravel extraction support. 2044
- b. WNC Approval to remove tree in churchyard. 2045.1
- c. PKF Audit paperwork/Intermediate Audit. 2046.3
- d. SSE New electrical charges (unmetered supplies). 2046.4
- e. WNC Planning Application. 2048.1
- f. Planning Inspectorate Grans Union Canal Transfer consultation, 2048.1
- g. Police High Street vehicle movement. Noted

NCALC Updates and Training  
WNC Town & Parish Briefing  
WNC Media Updates  
WNC weekly planning register  
ACRE newsletter

**2050.0 CORRESPONDENCE RECEIVED AFTER AGENDA PUBLISHED**

**Items for inclusion at the next meeting**

Date of next full Council meetings: Annual Parish Meeting will be held on the 22<sup>nd</sup> April  
Annual Meeting of the Parish Council 13<sup>th</sup> May,  
Monthly meetings 10<sup>th</sup> June, 8<sup>th</sup> July

**FLORE PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN THE**  
**UNITED REFORMED CHURCH SCHOOLROOM ON**  
**8<sup>th</sup> APRIL 2025 at 7.30 pm**

**PRESENT:** Councillors: Mr Andy Anderson, Mrs Kathryn Baines, Mr Geoff Fellows, Mr Tom Higginson,  
Mr Geoff Holden, Mr Simon Levell, Mrs Chris Littlewood, Mr John Thomason  
Public: 4 Members of the public present  
Unitary Cllr Mr Phil Bignell

Acceptance of Apologies for absence: Councillors: Mr Kev Beasley, Miss Freya Davies  
Unitary Cllrs: Mr Charles Morton

Chair: Mrs Christine Littlewood

- 22041.0** **Declarations of Interest under the Council's Code of Conduct, regarding business tabled for discussion.** Nothing declared
- 2042.0** **Public Forum:** for parishioners and reports by Unitary Councillors
- U/Cllr Bignell advised that the planning Appeal for The Green had been dismissed – Council has received paperwork on this.
  - Three residents came to listen to the flooding report.
  - One resident was the owner the property that was being discussed in 2048.1.
- 2043.0** **To approve the minutes of the Meeting of the Parish Council held on 11<sup>th</sup> March 2025.** The minutes were agreed as an accurate record of the meeting.
- 2044.0** **Outstanding items - updates** (not covered elsewhere on the agenda)
- Flood Warden: Advised of the list of properties that had been affected by the heavy downpour in March, particularly Sutton Street where there was a lot of water ingress. He advised that he would be taking part in a walk around the village with WNC and Environment Agency representatives on the 15<sup>th</sup> April.
  - Sand & Gravel. Noted that Flore has offered support to Upper/Nether Heyford Parish Councils on this issue
- 2045.0** **GENERAL CORRESPONDENCE**
- 2045.1 Tree work – Closed Churchyard. Permission has been received from West Northants Council to remove this tree which is considered dangerous.  
**Resolved:** To accept the price of £680 to remove this tree.
- 2045.2 Advisory Signs in Bus shelters: Council did not agree to undertake this but would keep an eye on the bus shelters.
- 2045.3 High Street funding for future work: Letter to be sent to Highways to see whether there is money available to facilitate the work on the High Street.
- 2045.4 NCAL Subscriptions/Agreement.  
**Resolved:** Councillors happy to continue with the Agreement between NCALC and Flore PC.  
Subscriptions/audit fees to be paid.
- 2046.0** **FINANCIAL MATTERS**
- 2046.1 Finance update. It was reported that as at 31<sup>st</sup> March the Council had £43,787.42 in the bank account. Income: Messenger advert £10.00. There were no matters arising. With the end of year, money earmarked/not spent in 24/25 totals £20,678.24
- 2046.2 Internal Control. Cllr Holden had looked through the paperwork, including bank statements, and confirmed all present and correct.
- 2046.3 Audit. Annual Governance Statement. Questions read out and all agreed by Cllrs. It was also noted that the Council had been called for intermediate audit.
- 2046.4 SSE: Noted the new charges

**2047.0 | ACCOUNTS FOR PAYMENT**

SSE	Street light electricity	203.49
G Fellows	Bus shelter cleaning product	6.99
Norse	Bin emptying	402.96
Design to Print	Messenger	159.00
	<b>March payments</b>	<b>£1128.93</b>

**Agreed at meeting**

Halkett	Salary £787.35, plus office rent £17	804.35
HMRC	PAYE	281.87
Parish Online	Subscriptions	120.00
LG Hedging	Grass cutting	300.00
NCALC	Membership £626.22/ Audit £352.80/ DPO 14.40	993.42
LC Hedging 2 <sup>nd</sup> invoice	Grass cutting	600.00
Unity Trust	Service charge	6.00
M Freeman	Grass cutting playing fields (late invoice agreed at meeting)	264.00
	<b>Monthly Total</b>	<b>3369.64</b>

Awaiting SSE Street lighting invoice

**2048.0 | PLANNING**

- 2048.1 Application - To consider: 2025/0880/FULL. 36 Sutton Street. Ground floor extension to rear of property on the side of an existing single storey extension. First floor extension over existing and new ground floor extension. Replace white UPVC windows with new black UPVC windows  
The proposal is for a two-storey extension to the original building which will be visible from the street in the conservation area. Whilst we can see no reason to object to the principle of an extension to this building as the plot is of more than adequate size, there are a number of areas where we are concerned:
1. The drawings are extremely simple and do not show the level of detail we would have expected in a conservation area, nor enough to clearly establish that the high design standards sought under F5 of the Neighbourhood Plan will be achieved. In view of the complexity of the roof we would also wish to see a roof plan - the triangle of roof which links the new and existing roofs on the north side will be at a much steeper angle than elsewhere.
  2. There is a disparity between the Heritage Statement and the application form in respect of details; the former states that the external finish will be stone to match the walls at the rear of the property whilst the latter states that walls will be red brick. The applicant has informed us that the red brick will only be used on the street facing elevation and other walls will be stone will red brick on external corners and around openings, similar to the existing walls. This will need to be confirmed on the application.
  3. There is some concern about the relatively large physical size and massing of this proposal, including a dominant gable on the north elevation which will have a significant impact on the street scene and the tiny garden behind no.34.
  4. The application includes a proposal to change the existing window frames from white to black. This will not be appropriate in this conservation area where only thatched cottages with white rendered or painted walls have black frames whilst all red brick buildings have white, cream or pale coloured window frames.
  5. The small brick storage building at the front of this site forms a boundary to the highway (old maps show it standing outside of the boundary of the dwelling subject of this application) in a conservation area and as such will require planning permission for demolition. It is an important element in this picturesque part of Sutton Street and has an historical interest as a former store for the butcher's shop which was once part of the listed cottage on the other side of the street. Any application for demolition will be resisted.
  6. Parking is a significant issue on Sutton Street, particularly in this area, with cars often parked fully on the footpath, blocking pedestrian and wheelchair use. Increasing the size of the house will require additional parking and it is important that adequate provision is made on site.
- 2048.2 Consultation: Grand Union Canal Transfer: Council to respond briefly to advise that whilst they are excited to see more on this, they do have concern over flooding in the 17 mile stretch between Whilton Locks and Stoke Bruerne and that this is adequately assessed.

**2049.0 | REPORTS FROM VILLAGE ORGANISATIONS**

- 2049.1 Brodie Lodge. 200 Club going well. Car boot starts 4 May.
- 2049.2 Millennium Hall. Only minor flooding in the March downpour, manageable with mops!
- 2049.3 Commonwealth Flags: Possible request coming in to purchase two new flags. Group can now service their flagpoles themselves, with only spare parts needed.

2049.4 Charities: Nothing to report

**2050.0 CORRESPONDENCE RECEIVED**

- a. Nether Heyford PC Sand/Gravel extraction support. 2044
- b. WNC Approval to remove tree in churchyard. 2045.1
- c. PKF Audit paperwork/Intermediate Audit. 2046.3
- d. SSE New electrical charges (unmetered supplies). 2046.4
- e. WNC Planning Application. 2048.1
- f. Planning Inspectorate Grans Union Canal Transfer consultation, 2048.1
- g. Police High Street vehicle movement. Noted

NCALC Updates and Training  
WNC Town & Parish Briefing  
WNC Media Updates  
WNC weekly planning register  
ACRE newsletter

**20510.0 CORRESPONDENCE RECEIVED AFTER AGENDA PUBLISHED**

WNC - Elections - Statement of Persons Nominated: Andy Anderson, Kathryn Baines, Hayley Cox, Freya Davies, Hayley Davies; Geoff Fellows, Tom Higginson, Nigel Strang, John Thomason. One vacancy.

NCALC – Elections: Advice on how you can fill vacancy.

WNC – Planning application: 2025/1314/FULL. 7 Brockhall Road. Part garage conversion with a warm roof incorporating a roof lantern, removal of timber clad panel to front elevation and render finish & rebuilt porch in rendered masonry. Due to time constraints the Councillors had looked at this before the meeting. The Council has no objections to this application which will enhance the property and s in line with the Neighbourhood Plan.

Planning Inspectorate: Appeal APP/W2845/W/24/3356319. (2024/4104/OUT) Land adjacent to 20 The Green. Dismissed.

Weed spraying: Quote came in after agenda published to spray weeds on footpaths/roadsides in the village centre, twice a year. Quote £180 per spray. Councillors requested that this is carried out asap.

**Date of next meetings:** Annual Parish Meeting 22<sup>nd</sup> April  
Annual Meeting of the Parish Council 13<sup>th</sup> May,  
10<sup>th</sup> June, 8<sup>th</sup> July, 9 September, 14<sup>th</sup> October, 11<sup>th</sup> November

**Items for inclusion on next meeting's agenda.**

Flood Warden  
High Street / Climate Group (only if something to report)  
Handrail extension on Ram Bank - if anything received  
Layby by Holiday Inn – only if something to report  
Land behind Holiday Inn – June

Meeting closed at 8.30 pm

**FLORE**  
**ANNUAL PARISH MEETING**  
**22nd April 2025 at 7.00 pm**  
**To be held in the Millennium Hall**

**AGENDA**

1. Apologies for absence
2. Minutes of the last Parish Meeting – 23<sup>rd</sup> April 2024  
(these were signed off at the main Parish Council meeting on 14<sup>th</sup> May 2024).
3. Any matters arising therefrom (there were no matters arising)
4. Report by the Chairman of the Parish Council
5. Presentations by:
  - Women in the Land Army – Mrs Helen Frost
  - Flore Flood Mitigation Report – Cllr John Thomason
6. Report from, or on behalf of the Police – If no Police present – to be read by Cllr Fellows
7. Report from, or on behalf of Flore’s Unitary Councillors
8. Reports from Village Charities
  - The Flore Charity
  - Richard Capell Charity
9. Financial report for year ending March 2025
10. Issues raised by parishioners and members of the public, from the floor, for consideration by the Parish and Unitary Councils

*Christine Littlewood*

**Parish Council Chairman**

Clerk to the Council: Mrs Susan Halkett, 16 St Mary’s Way, Weedon, Northants, NN7 4QL  
Tel: 01327 341057 Email: [florepc@btinternet.com](mailto:florepc@btinternet.com)

# FLORE PARISH COUNCIL

## ANNUAL PARISH MEETING Held in the Millennium Hall, Flore on Tuesday 22<sup>nd</sup> April 2025 at 7.00pm

### MINUTES

Tea/coffee and biscuits were offered at the start of the meeting.

**Present** Parish Cllrs: Mrs Kathryn Baines, Miss Freya Davies, Mr Geoff Fellows, Mr Tom Higginson, Mr Simon Levell, Mrs Chris Littlewood, Mr John Thomason  
Unitary Cllrs Mr Phil Bignell, Mr Charles Morton  
5 Members of the public

The meeting was chaired by the Chair of the Parish Council, Mrs Christine Littlewood  
The Chair welcomed everyone to the meeting.

- 1. Apologies for absence** had been received from Parish Cllrs Mr Andy Anderson, Mr Kev Beasley
- 2. Minutes of the last Annual Parish Meeting on 23<sup>rd</sup> April 2024.** These minutes were signed and agreed at the Parish Council's AGM in May 2024.
- 3. Any matters arising:** Nothing arising, questions were answered at meeting.

#### **4. Chairman's report – Cllr Littlewood read out her report**

Firstly, thank you to all the councillors who have supported me this year.

John – All aspects of flooding in the village

Geoff - Technology - Police Matters, Flagpoles, Litter picking – with wife Lyndsey, to name a few

Tom – Neighbourhood Plan, Planning issues, High St chicanes.

Andy – Neighbourhood Plan, Planning issues

Freya – PC Messenger pages, Flagpoles

Simon – Highways issues in general, High Street chicanes

Kathryn – Vice Chair and wise owl!

Geoff H – Finance

Kev - Street lights, War Memorial, Social Media

Sue – Clerk, Special thanks; as the clerk who knows everything a chair needs to know.

The bypass has been very good for the village taking away the traffic, but there have been a few bad accidents which we have asked highways to look into. We have been active in ensuring that they replant all the trees/shrubs that died, we will be keeping any eye on this.

Flooding has been a big problem to a lot of properties, over this last year with heavy rainfall. John has been monitoring this and helping people where he could. John, Sue and myself met with the flood risk officers from West Northants Council to look at the problems affecting the village. John will enlarge on this in his report. We also met with West Northants Council to get some kerbs dropped at the top of Bricketts Lane – to make all footpaths in the village, more accessible for wheelchairs users and disability vehicles, they are hopeful that this could happen this year.

The painting of white lines was completed this year, when they fade its dangerous at some junctions, particularly Spring Lane/ Nether Lane area, for the children going to school. We also got the 'Slow' re-painted on Kings Lane, near the Orchard as there was an incident a couple of months ago involving a cyclist and a car. We haven't had much luck in getting the potholes filled in on Brington Road, but we are still working on it, it seems to be an ongoing problem.

The housing development on Brington Rd. goes to re-appeal in May and we hope that there is good news at the end of it! The trees in the memorial garden are growing very well and as the trees get bigger primroses and

bluebells can be introduced. The grass has been contracted out for four cuts in the year, and paths sprayed to keep the weeds down, and around the benches.

We have refugees living at the hotel, we have been told likely for about a year, but that is about all the information we have.

The Council now has a dot gov dot uk website address. Since taking over the Messenger, we have allowed local businesses to advertise. We have replaced the polycarbonate sheets in the bus shelter adjacent to the White Hart and installed a seat in the bus shelter at the top of Bricketts Lane. We replaced a flagstaff with one we had in stock and have carried out minor works throughout the year. A resident kindly donated money towards the re-enamelling on the war memorial, for which we were really grateful. We have responded to 31 planning applications, and helped adjacent villages with contentious applications that could affect us. We look forward to welcoming new Councillors, following the elections this May although this is my last meeting for the Council as I will be standing down after 20 years!!!!  
This concludes my report for this year ending 31<sup>st</sup> March 2025.

#### **Comments (C) Questions (Q) from the floor**

**C:** Thanks were given to Chris for her 20 years as she is retiring from the Council at the elections

**Q: Resident asked about CIL and S106 and mentioned that she was not happy that the S106 money gets returned if not spent in 5 years.** Cllr Higginson advised of the process and that we are involved in these decisions early on. Cllr Bignell also advised that he is working with planning at West Northants Council to get parishes involved at an early stage.

#### **5. Presentation: Women In the Land Army –Helen Frost**

Helen gave computer based presentation with music on the Women in the Land Army during the Great War. Helen advised that this project to get her book published has taken 7 years of work.

**C:** Helen also thanked Chris for her time working for the village and also the people who fly the flags for commemorative days.

**Q: It was mentioned that many women died – how?** There were lots of accidents, women working in new industries building roads, working with hazardous materials and also naturally with illnesses.

**Q: Whereabouts did the women come from?** The first phase was primarily trying to get a new workforce in place, it was not worth taking people who naturally were farmers so they aimed their recruitment at professionals/university students – primarily the middle class

**Helen Frost was thanked for her presentation.**

#### **Presentation: Flore Flood Mitigation Report – Cllr John Thomason**

Cllr Thomason gave a slide presentation showing graphs with the difference in the rain. November and March were exceptions and stood out on the graphics. There was a lot of rain in such a short space of time. He recently met with West Northants Council flood team of 3 who are covering the whole county and having to put many Section 19 reports in place. He asked for a new drain/ditch to be formed on the corner by Mill Barn. John Campbell Close residents had helped by digging channels in the verge of Brockhall Road to take the water that floods in that area, this leads onto the bypass which was then closed on both occasions of floods.

**Q:** Flood report was done before and needs updated in view of the river, is this being done? Yes the Section 19 will be up to date and will advise where issues are although WNC do not do the work they get the relevant agencies to sort.

**Q:** The climate change is becoming increasingly concerning what is being done? It doesn't help with developments further up the Nene in Daventry/Long Buckby get the go ahead as run off gets into the river there increasing the threats to Flore. The planning system needs to be looked at.

**Mr Thomason was thanked for his presentation.**

#### **6. Report by Northants Police.** Cllr Fellows gave a summary of issues around the village.

##### **CRIME IN FLORE PARISH**

Reports and incidents of crime in the village have been very low indeed over the last year. There have been a few thefts from motor vehicles, 2 thefts of motor vehicles and 3 burglaries of various kinds.

##### **TRAFFIC ON THE HIGH STREET.**

Northamptonshire Police carried out their latest survey of traffic on the High Street between the 20th and the 28th March, 2025 at the request of the Parish Council.

**Results of past surveys –**

2017-08-29 for a week (before the bypass opened) - 118,414 vehicles in total – including 8,780 HGVs.

2018-12-14 for a week (after the bypass opened) - 38,278 vehicles in total.

2019-04-09 for a week - 29,939.

2020-02-11 for a week - 30,632.

2022-11-15 for a week (after the chicanes installed June/July, 2022) - 23,523.

**Result of the latest survey –**

2025-03-20 for a week - 30,645 – including 373 HGVs.

So you can see from the above figures that the chicanes initially had an impact on the number of vehicles but between 2022 and now the effect of that has "worn off", so to speak and we are back to the same level of traffic as that experienced after the bypass completion but before the chicanes were installed.

The figures for vehicles in each direction are –

Vehicles travelling from Northampton towards the Daventry direction - 13,937.

Vehicles travelling from Daventry towards Northampton direction - 16,708.

Total vehicles in survey - 13,937 + 16,708 = 30,645.

**POLICE "BEAT BUS" VISITS.**

The Daventry district PCSO "Beat Bus" visited Flore three times during the past year. The next scheduled visit is on the 1<sup>st</sup> May, 2025 at 14:30 hrs.

**UNDOCUMENTED MIGRANTS.**

Some villagers have expressed concerns about the "undocumented migrants" currently housed at the Holiday Inn just outside Flore. I can tell the meeting that there have been no incidents of crime reported in relation to them, either in Flore, Weedon or Northampton, although some residents have reported feelings of disquiet on a few occasions.

**RURAL CRIME.**

There have been quite a number of incidents of field slaughter (mostly of sheep) in the area in the past year.

The Rural Crime policing unit is attempting to address this, but it is really difficult to police because fields are generally insecure by nature and not subject to surveillance or oversight. Please keep your eyes and ears open for suspicious activity. Sheep bleating in the night-time is a real clue!

**Q: Fly-tipping – is this getting worse?** Not as such, seems to go in phases of deposits left. Report these when you see them

**Cllr Fellows was thanked for his presentation**

**7. Report by Unitary Councillors – Unitary Cllr Bignell gave West Northants Council's report**

It has been a pleasure for the three of us to continue working as Ward Councillors for the Long Buckby Ward in the new West Northamptonshire Council. The Council has made significant progress on delivering new road schemes, additional highways repairs worth over £10m, town centre regeneration projects in Northampton and improving Children's Services. We have secured a nine-figure investment from the English Cities Fund in the area to the north of Market Square, and completed the renovation project at the market, as well as at Fish Street. The works to Abington Street are nearly complete.

We continue to take a prudent approach to managing the Council's finance, with over £115m saved across the first four years and the budget balanced. We are starting to realise some of the benefits from the use of information technology, artificial intelligence, and other service transformation projects resulting in cost savings and service improvements.

Plans to invest an extra £1.35 million into services for children and young people with special educational needs and/or disabilities (SEND) and those in need of alternative provision were approved by Cabinet. The investment will help address a significant and ongoing rise in service demand, which in the last three years has seen a 40% increase

An independent review of how our Council is working three years after inception highlighted our strong positive start as a new unitary authority with 'much achieved at pace'. Feedback from the Local Government Association's (LGA) Corporate Peer Challenge also emphasised the 'positive culture' and 'tangible upbeat energy' of staff at WNC, who it said took a 'thoughtful people-centred approach' to engaging with residents. Additional funding of £10m for Highway repairs was approved at Council. It followed on from the £2.8 million investment in new machinery in 2023, which has already increased the efficiency of road maintenance and repairs in our area. We understand that the state of our roads is extremely important to residents and we're

keen to make sure we're doing everything we can to maintain and improve them. This additional investment will allow us to carry out even more much needed resurfacing and repair works and explore innovative new technologies that will improve our service.

Our Council and North Northamptonshire Council partnered with four other authorities in the South Midlands on an expression of interest to Government toward devolution for the region. Unfortunately later in the year some of our neighbours backed out of this expression of interest to pursue an alternative geography.

Recycling centres across West Northants were confirmed to be opening 7 days a week from April 1. It's one of a number of improvements being made as part of a new contract with FCC Waste Services, who have taken over management of our six recycling centres at Sixfields, Ecton Lane (Northampton), Daventry, Towcester, Brixworth and Farthinghoe.

More than 270 people joined us to mark the opening of the first Family Hub in West Northamptonshire. Based at The Forum, the Towcester Family Hub, offers services for children, young people, and their parents from pre-birth to 19 years, and up to 25 years for those with additional needs, providing a variety of bookable and drop-in sessions. Following the successful opening, we will be consulting this May on proposed locations for additional Family Hubs.

It has been a pleasure working with the Parish Council and the residents over the last year, thank you.

**C; Thanks were given for both Phil and Charles Morton who have represented Flore and come to the majority of Flore PC's meeting.**

**Unitary Cllr Phil Bignell was thanked for his presentation.**

#### **8. Reports by Village Charities**

**The Flore Charity.** This Charity is made up of the merged Muscott & Sears Town Close Charity and the Flore Widows (Cartwright & Curtis) Charity.

The Trustees of the Charity administer the money. These are made up of no less than 5 competent persons.

Three are nominative Trustees – one each from the Parish Council (Chris Littlewood), Parochial Church Council (Sue Raven) and the United Reformed Church (Liz Nye), one ex-officio (Revd Stephen Burrow) and 2 co-optative trustees (Wendy Pittman & Paul Minton).

The income for the Charity derives from investments and the leasing of two areas of agricultural land in Flore. In 2023/24 two student grants of £400 each and one relief in need grant of £100 were given out totalling £900.

**Richard Capell Educational Foundation.** The income from this Charity derives from investments made through the Charities Office Investment Fund. The Capital comes from the sale, many years ago, of land and property in the Parish. The grants paid out are limited to improving education and the beneficiaries include the School and the two church youth programmes. For 2023/24 the grants totalled £2,300. The Trustees are – 2 persons are nominated by the Parish Council (Mike Penn and Chris Littlewood), 2 persons are nominated by the Parochial Church Council (Sue Raven & Ann Maud), Ex-officio (The Revd Stephen Burrow) and 1 person nominated by the Local Education Authority (Unitary Councillor Dan Lister).

**9. Financial Report.** The Clerk informed the meeting that the Council had received £49,412 income (£40,870 Precept) and spent £43,281. Money in the bank totalled, at the year end, £43,787.42. Bank Statement was available if anyone wished to view it.

#### **10. Issues raised:**

Q: Resident asked about the solar farm. U/Cllr Morton advised that the company were assessing whether it was a viable option or not, we would hear shortly.

Q: Are WNC U/Cllrs going down to two seats instead of three? Yes, and Flore is moving to the Campion Ward.

Thanks were given to the Council for the continued help with the mowing of the Brodie Lodge playing field.

There being no further business the meeting was closed at 8.25pm.

The Chair thanked all for attending and advised that tea/coffee and biscuits are available.

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Signed: Chair  
13<sup>th</sup> May 2024

# FLORE PARISH COUNCIL

Clerk: Mrs Susan Halkett, 16 St Mary's Way, Weedon, Northants, NN7 4QL  
Tel: 01327 341057 Email: florepc@btinternet.com

8<sup>th</sup> May 2025

Dear Councillor

This is your summons to the **Annual Meeting of the Parish Council** to be held on **Tuesday 13<sup>th</sup> May 2025 at 7.00 pm in the Schoolroom of the United Reformed Church**. If you are not able to attend, please let me know. Members of the Public and Press are invited to attend.

Yours sincerely



S Halkett  
Clerk & Proper Officer to the Council

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## AGENDA

### 2051.0 To consider the election of Chairman for 2025-26.

Signing of Chairman's Declaration of Office

**To welcome all Councillors to the new term of office following the election process**

**Acceptance of Apologies for absence**

### 2052.0 To consider the election of Vice Chairman for 2025-26

**2053.0** To confirm receipt of signed legal paperwork following the election: Declaration of Acceptance to Office, GDPR, Electronic summons authorisation.

**2054.0** To confirm re-adoption of the Code of Conduct and to received Councillor papers on the Undertaking of Compliance with the Code of Conduct. Councillors to let the Clerk have their Registrable Interests Form as soon as possible to update the register for WNC.

**2055.0** To receive declarations of interests under the Council's Code of Conduct regarding business to be discussed at this meeting

### 2056.0 To consider and adopt the following resolution for this Council's term of office:

'Flore Parish Council, having met the criteria (Localism Act 2011 s8) of having a qualified Clerk and a minimum of two thirds of its 10 Councillors elected at the May 2025 elections, adopts The Parish Council's (General Power of Competence)(Prescribed Conditions) Order 2012'

### 2057.0 Allocation of areas of interest for Councillors

#### Finance & Employment Advisory Committee:

Nominated Internal Controller

Pensions Regulator

**Newsletter editor**

**Parish Path Warden**

**Parish Flood Warden**

**Parish Highways Warden**

**Website Administrator**

**Facebook Editor:**

**Town & Parish Council meeting rep**

**Police Liaison Representative**

**To also confirm full contact details for all Councillors**

**2058.0 Nominations to outside bodies:**

2 Trustees for the Brodie Lodge playing field committee  
2 Trustees for the Richard Capell Educational Trust (2 residents)  
1 Trustee & 1 Co-optative Trustee for The Flore Charity (2 residents)  
1 Trustee for the Millennium Hall  
Commonwealth Flags Group  
Any other nominations that are decided at meeting

**2059.0 To consider Council documents:**

**Standing Orders.** To amend S18 Financial Controls & Procurement and S14 Code of Conduct complaints sections

**Financial Regulations.** To amend S5 wording to Procurement section

**Risk Management** to consider overall Risk Management to the Council and / **Risk Assessments**, to nominate Cllrs for asset checks on Council owned items

**GDPR.** To consider the documents relating to GDPR

**Asset register:** To consider the revised asset register

All other policies. Internal Control Policy and Reserves Policy re-written; Expanded IT and Data Protection policies

**2060.0 To confirm bank account/signatories, Direct Debits/Variable Direct Debits and transfer of earmarked funds to reserves**

**2061.0 End of Year Accounts:**

- a To receive the bank account statement, Salix loan statement, Financial Cashbook statement plus regular monthly statement for the year end 24/25.
- b To receive and consider the final account figure submission to audit for 24/25
- c To note the commencement date for the Period of Exercise of Public Rights.
- d To note the CIL return for 24/25
- e To receive the signed AIAR and consider changes following the report from the Internal Auditor

**2062.0 Public Forum** for parishioners and reports by Unitary Councillors

**2063.0** To approve the minutes of the Meeting of the Parish Council held on 8<sup>th</sup> April 2025 and the minutes of the Annual Parish Meeting held on the 22<sup>nd</sup> April 2025.

**2064.0 To receive any updates on outstanding items** (not covered elsewhere on the agenda)

- Flood Warden

**2065.0 To deal with general correspondence which may require a decision**

2065.1 To consider any applications for co-option to the Council

2065.2 To consider paying for work on website to include more details/information and layout if necessary.

2065.3 To consider getting the Village Sign re-painted

2065.4 To confirm the funding for the High Street

**2066.0 FINANCIAL/ADMIN MATTERS**

2066.1 Finance update, including income received since last meeting

2066.2 Internal control. Report on procedures since last meeting

2066.3 To note that WNC has given a new date for the spending of the S106 money and to consider what could be claimed

**2067.0 ACCOUNTS FOR PAYMENT:**

To whom paid	Reason	Total	VAT element
SSE	Street lighting April payment DD	203.49	16.05
<b>To whom paid</b>	<b>Reason</b>	<b>Total</b>	<b>VAT element</b>
Halkett	Salary£787.27/Office rent £17	804.27	0
HMRC	PAYE	281.86	0
David Brown	Mowing memorial garden	72.00	12.00
Design to Print	Messenger	159.00	0
M Freeman	Playing field/church grass cutting	396.00	66.00
NCALC	Aspiring Chair Course x 2	110.40	18.40
Thomas Drinkwater	Strimming trees/benches memorial garden	120.00	0

LC Hedging & Grass	Weed spraying £216/part grass cut x 2 £600/full cut x 1 £300	1116.00	186.00
Weedon Bec PC	Third share telephone/broadband, office costs (6 months)	187.65	0
Unity Trust	Bank charges	6.00	0
<b>Total monthly spend</b>		<b>3253.18</b>	<b>282.40</b>

**2068.0 PLANNING**

- 2068.1 Application: 2025/1474/FULL Pant Glas, 41 Nether Lane. Garage conversion  
 2068.2 Application: 2025/1755/FULL. 2A Kings Lane. New single storey pitched roof extension to form ground floor, bedroom and ensuite bathroom with link to existing house.  
 2068.3 Appeal Hearing: Land to east of Brington Road. Update (result of this not known at date of meeting)

**2069.0 REPORTS FROM REPRESENTATIVES ON VILLAGE ORGANISATIONS**

- 2069.1 Brodie Lodge Playing Field  
 2069.2 Millennium Hall  
 2069.3 Commonwealth Flags and Disaster Relief Fund  
 2069.4 Charities

**2070.0 CORRESPONDENCE RECEIVED**

- a. NCALC Audit report. 2061e  
 b. Residents Co-option x 2 2065.1  
 c. WNC S106 spend. 2066.3  
 d. WNC planning applications x 2  
 e. WNC Planning Appeal details. 2068.3  
 f. Resident Request to get banking cut, advised after 17<sup>th</sup> May

NCALC Updates  
 WNC Town & Parish Briefing  
 NCALC training sessions  
 ACRE Bulletin  
 WNC Flyers

**CORRESPONDENCE RECEIVED AFTER AGENDA PUBLISHED**

Date of next full Council meetings: 10<sup>th</sup> June, 8<sup>th</sup> July, 9<sup>th</sup> September, 14<sup>th</sup> October, 11<sup>th</sup> November

## FLORE PARISH COUNCIL

### MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL HELD IN THE UNITED REFORMED CHURCH SCHOOLROOM ON 13<sup>th</sup> MAY 2025 at 7.00 pm

**PRESENT:** Councillors: Mr Andy Anderson, Mrs Hayley Cox, Miss Freya Davies. Mrs Hayley Davies,  
Mr Tom Higginson, Mr John Thomason  
Ex Cllr Chris Littlewood for the first part of the meeting  
3 Members of the public present  
Unitary Cllr Mr Phil Bignell for the first part of the meeting

**2051.0 Election of Chair for 2025-26.** Cllr Tom Higginson was proposed by Cllr Andy Anderson and seconded by Cllr Freya Davies. All in favour. There were no other nominations. Cllr Higginson was elected Chair for the year and signed the Declaration of Acceptance to Office as Chair.

**The Chair welcomed all councillors to the new term of office following the election process**

**Acceptance of Apologies for absence:** Cllrs Mrs Kathryn Baines, Mr Geoff Fellows, Mr Nigel Strang

**2052.0 Election of Vice-Chair for 2025-26.** Cllr Geoff Fellows was proposed by Cllr Tom Higginson, and seconded by Cllr Hayley Davies. There were no other nominations. Cllr Fellows had let it be known that if he was proposed that he would be willing to stand. Cllr Fellows was elected Vice-Chair for the year.

**2053.0** Clerk confirmed that all Cllrs present and Cllr Fellows who was not present, had returned their legal paperwork: Declaration of Acceptance to Office and GDPR, Electronic summons authorisation

**2054.0** Code of Conduct:  
**Resolved:** The Code of Conduct was re-adopted  
Legal paperwork: All Cllrs present, and Cllr Fellows, had agreed and signed their official papers for the Undertaking of Compliance with the Code of Conduct and their Registerable Interests Form.

**2055.0** **Declarations of Interest under the Council's Code of Conduct, regarding business tabled for discussion.** Nothing declared.

**2056.0** **To consider and adopt the following resolution for this Council's term of office:**  
'Flore Parish Council, having met the criteria (Localism Act 2011 s8) of having a qualified Clerk and a minimum of two thirds of its 10 Councillors elected at the May 2025 elections, adopts The Parish Council's (General Power of Competence)(Prescribed Conditions) Order 2012'  
**Resolved:** To adopt the resolution.

**2057.0** **Allocation of areas of interest for Councillors – current format.**  
**Finance & Employment Advisory Committee:** Cllrs Baines, Fellows. Clerk  
Nominated Internal Controller: Cllr H Davies  
Pensions Regulator: Cllr Fellows  
**Newsletter editor:** Cllr F Davies  
**Parish Path Warden:** Cllr Strang  
**Parish Flood Warden:** Cllr Thomason  
**Parish Highways Warden:** to be confirmed at next meeting  
**Parish Tree Warden:** Mrs Chris Littlewood - resident  
**Website Administrator:** Cllr Fellows  
**Facebook Administrator:** Clerk, Cllr F Davies  
**Town & Parish Council meeting rep:** Cllr G Fellows  
**Police Liaison Representative:** Cllr G Fellows  
**NCALC Representative:** Cllr G Fellows

All Cllrs provide their details for the contact list which is only to be used for Cllrs. The website and notice board would include a photo of the Cllr and their email address

Jun agenda

**2058.0 Nominations to outside bodies**

2 Trustees for the Brodie Lodge playing field committee: Cllrs Freya Davies and Geoff Fellows  
 2 Trustees for the Richard Capell Educational Trust (2 residents): Mrs Christine Littlewood, Mr Mike Penn

2 Trustees for The Flore Charity (two residents): Mrs Christine Littlewood, Mrs Lis Nye

1 Trustee for the Millennium Hall: Cllr Andy Anderson

Commonwealth Flags Project: Cllrs Geoff Fellows, Cllr Freya Davies, Cllr Hayley Davies

Any other nominations that are decided at meeting. Nothing else.

**2059.0 To consider Council documents:**

Standing Orders: To amend S18 Financial Controls & Procurement and S14 Code of Conduct complaints section. Agreed

FY Regulations. To amend S5 wording to procurement section. Agreed.

Risk Management/Assessments incl H&S asset assessment): Risk Management generally, is considered satisfactory. Councillors nominated for quarterly checks on Council assets:

- Closed Churchyard (inc trees, wall, headstones etc) - Resident Mrs Chris Littlewood
- Planters outside Post Office – Resident Mrs Chris Littlewood
- Bus shelters – Cllr F Davies
- Seats – Cllr Fellows
- Notice board – Cllr Higginson
- Bins – Cllr Anderson
- War memorial – Cllrs F Davies, H Davies
- Flore Well – Cllr Thomason
- Flagpoles – Cllrs F Davies, H Davies, G Fellows
- Village Sign/surround, Village Map and Gateways – Cllr Higginson
- Street lights – To be confirmed at next meeting

GDPR. Amendment of Data Protection Policy, other documentation is current

Asset register: Noted new seats in bus shelter and finials for the flag poles. Figure £130,188. Agreed  
 Policies/Risk Assessments. Consideration of the re-written Internal Control and Reserves policies; expanded IT and Data Protection policies were approved.

**2060.0 Bank account signatories/BACS payments**

Signatories: Cllrs Anderson, Baines, F Davies, Fellows, Higginson. To removed Littlewood,  
 BACS: To confirm that the Council will use BACS payments as their preferred choice for this year.

Unity Trust is the Council's bank. Cheques to be used if no option of BACS payments.

Direct Debits: The Council has one fixed - Salix and one variable – SSE

Earmarked budget pots to be identified and transferred at the end of the year, to reserves, if not spent

**2061.0 End of year accounts**

- a To receive the bank account statements, Salix loan statement, Cllrs end of year payments and Financial Cashbook statement for the year end 24/25. Noted all statements and confirmed they are original and correct.
- b To receive and consider the final account figure submission to audit for 24/25.  
**Resolved:** To accept the figures put forward by the RFO for the year ending 31<sup>st</sup> March 2025. These are: from top to bottom: (1) 37655; (2) 40870; (3) 8543; (4) 12084; (5) 3659; (6) 27538; (7) 43787; (8) 43787; (9) 130188 and (10) 1829. (11a/b) nil return. There were no amendments to the proposals. The Chairman signed the statement of declaration, Clerk had already signed before as the figures were sent to internal audit.
- c To note the commencement date for the Period of Exercise of Public Rights. The Council accepted the dates proposed by PKF as commencing on 3rd June and ending on 14th July 2025. Information would be online on the website and on the notice board in the village
- d To note the CIL return for 24/25. No CIL received. Spent £861 on bus shelter seat, remaining £1698.16
- e To receive the report from the Internal Auditor. Auditor advised about the changes to the audit from next year and advised looking at the Practitioners' Guide. He also raised two important issues regarding the website generally and the financial information section. The layout is not easily accessible on smaller devices. This was corrected after the meeting, due to something being switched off. Also reported that some important documentation could not be found. These were there but seemed invisible although was visible on some devices! This was corrected. Documents in some areas need to be tightened up and reordered. Also copies in some folders need to be transferred to others, especially the financial section. To be addressed.

Jun agenda

<b>2062.0</b>	<b>Public Forum:</b> for parishioners and reports by Unitary Councillors																																																					
	<ul style="list-style-type: none"> <li>Unitary Cllr Bignell advised that he was one of two elected Cllrs, the other being a member from Reform. He advised that he had attended the Hearing on Brockhall Road and awaited the decision. Cllr Thomason asked if drainage had been addressed – Both Cllr Bignell and Cllr Higginson confirmed that this had,</li> <li>Resident asked if there could be a first aid course laid on for the parish. Councillor thought this a good idea and would see what evenings are free in the Millennium Hall. Clerk to speak to First Responders to see whether they would run one</li> <li>Resident advised that the gully drain on Flore Hill was broken. Cllr Thomason will take a look</li> <li>Other resident had come along to observe.</li> </ul>	Cllr Anderson Clerk Cllr Thomason																																																				
<b>2063.0</b>	<b>To approve the minutes of the Meeting of the Parish Council held on 8<sup>th</sup> April 2025, the minutes of the Annual Parish Meeting held on the 22<sup>nd</sup> April 2025.</b> All minutes were agreed to be an accurate record of the meetings.																																																					
<b>2064.0</b>	<b>Outstanding items - updates</b> (not covered elsewhere on the agenda)																																																					
	<ul style="list-style-type: none"> <li>Flood Warden. Cllr Thomason gave an update. WNC team had been out to look at issues following the March floods, they are in the process of producing the S19 document. The worst affected areas were Sutton Street and the Hotel.</li> <li>Annual Parish Minutes – Clerk advised there were no matters outstanding following the meeting as all questions were dealt at the time.</li> </ul>																																																					
<b>2065.0</b>	<b>GENERAL CORRESPONDENCE</b>																																																					
2065.1	Co-option. Following elections there was one vacancy to be filled. Two applications were received but as there were only 6 Cllrs present, it was agreed to carry this to the next meeting where more Cllrs would be present.	Jun agenda																																																				
2065.2	Work to website. Following issues raised by the NCALC Auditor, about the layout, and content. This will need to be addressed as a matter of urgency. Some details were done quickly but others will take time to sort. Cost likely to be in the region of £200-£300 to sort this. <b>Resolved:</b> To get this working asap.	Clerk																																																				
2065.3	Village Sign. To try to obtain a quote to undertake the work	Jun agenda																																																				
2065.4	High Street. It was noted that WNC would match fund some of the works proposed. Council agreed to speak about Phase II on the next meeting	Jun agenda																																																				
<b>2066.0</b>	<b>FINANCIAL MATTERS</b>																																																					
2066.1	Finance update. It was reported that as at 31 <sup>st</sup> April the Council had £61,429.29 in the bank account. Income: Precept £21,130 and Messenger adverts £85.00. Earmarked reserves currently £20,678.249 with general reserves being £19,000. CIL spend nil. There were no matters arising. Figures accepted.																																																					
2066.2	Internal Control. No check this month, new internal control councillor nominated at this meeting.																																																					
2066.3	S106 money. WNC has issued a new date for the spending of the S106 money from Land off Brockhall Road (app DA;/2014/0454). Agreed to ask WNC rep to come and speak to the Council about this and if he needs to look at the buildings (particularly the Scout Hut) he would be invited to do so.	Clerk Jun agenda																																																				
<b>2067.0</b>	<b>ACCOUNTS FOR PAYMENT</b>																																																					
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Unity Trust	Bank charges	6.00	0
<b>Total monthly spend</b>		<b>3253.18</b>	<b>282.40</b>
Invoice received after agenda published and agreed at meeting			
P Brown	Removal of tree damaged tree in closed churchyard	680.00	0
Monthly total to date		<b>3933.18</b>	<b>282.40</b>
SSE		<b>TBC</b>	

**2068.0 PLANNING**

- 2068.1 Application: 2025/1474/FULL Pant Glas, 41 Nether Lane. Garage conversion. The Parish Council has no objections to this application which will not adversely affect the street scene and is in line with our Neighbourhood Plan
- 2068.2 Application: 2025/1755/FULL. 2A Kings Lane. New single storey pitched roof extension to form ground floor, bedroom and ensuite bathroom with link to existing house. The Parish Council has no objections to this application which will not adversely affect the street scene and is in line with our Neighbourhood Plan
- 2068.3 Appeal: To note the hearing was recently held, no decision received at date of meeting. Noted
- 2068.4 Application: 2025/1674/LBC. The Hollies, 4 Kings Lane. Loft conversion, addition of a staircase from the first floor to the second and installation of rooflight (Velux). Application was discussed at this meeting due to being received after agenda published and timeframe for responses. The Parish Council noted this was a listed building application and the WNC Conservation Officer would consider this application thoroughly and therefore had no comments to make in respect of the proposals.

**2069.0 REPORTS FROM VILLAGE ORGANISATIONS**

- 2069.1 Brodie Lodge. Last car boot was very successful, next is on the 3<sup>rd</sup> June. Classic car show this summer
- 2069.2 Millennium Hall. Nothing to report
- 2069.3 Commonwealth Flags: Nothing to report
- 2069.4 Charities: Nothing to report.

**2070.0 CORRESPONDENCE RECEIVED**

- NCALC Audit report. 2061e
- Residents Co-option x 2 2065.1
- WNC S106 spend. 2066.3
- WNC planning applications x 2
- WNC Planning Appeal details. 2068.3
- Resident Request to get banking cut, advised after 17<sup>th</sup> May

NCALC Updates  
WNC Town & Parish Briefing  
NCALC training sessions (new Cllrs to look at Off to a Flying Start course)  
ACRE Bulletin  
WNC Media updates

**2071.0 CORRESPONDENCE RECEIVED AFTER AGENDA PUBLISHED**

- WNC: Planning application for The Hollies, 4 Kings Lane. Dealt with under 2068.4:
- Confirmation that Zeta (LED street light supplier) is in voluntary liquidation. Warranties likely to be lost on the LEDs, waiting to see who will take it over

**Date of next meetings:** 10<sup>th</sup> June, 8<sup>th</sup> July, 9<sup>th</sup> September, 14<sup>th</sup> October, 11<sup>th</sup> November

**Items for inclusion on next meeting's agenda.**

Flood Warden, Climate Group, High Street work updates (if anything to report)  
Allocation of interests – Parish Highways Warden  
Risk Assessment quarterly inspections – street lights  
First Aid course  
Co-option to the Council  
Village sign repainting – if quotes received  
Reconsideration of Phase II works on the High Street  
S106 money if meeting can be arranged

**The meeting closed at 2010 hrs**

## PAYMENTS MADE 2025-26

	<b>Annual Budget</b>	<b>April</b>	<b>May</b>	<b>Spend to Yr End</b>
Grass cutting - Playing field	1,700.00	110.00	220.00	330.00
Grass cutting - closed churchyard	950.00	110.00	110.00	220.00
Grass cutting - PCC/URC	770.00			0.00
Grass cutting - highway verges	8,000.00	750.00	750.00	1,500.00
Memorial Garden*	1,000.00		180.00	180.00
Trees/wall/memorial- closed churchyard *	0.00		680.00	680.00
Biodiversity/Climate Group	0.00			0.00
General maintenance repairs	100.00			0.00
Highways maintenance - spraying/verges	500.00		180.00	180.00
Lights - energy	2,200.00	187.44		187.44
Lights - replacement/new*	1,250.00			0.00
Bus shelter - maintenance/materials	0.00			0.00
Seats/bollards/Gateways/Memorial-replace/maint	0.00			0.00
Bins - litter/dog replacements/repairs	750.00			0.00
flagpoles *	750.00			0.00
Cenotaph	500.00			0.00
planters/plants *	50.00			0.00
Clerk's salary (plus HMRC tax/Ni)	12,350.00	984.15	984.07	1,968.22
Employer NI contribution	500.00	85.07	85.06	170.13
Clerk's office rent	210.00	17.00	17.00	34.00
Office costs	400.00		187.65	187.65
Office equipment/ Website running*	150.00			0.00
Chairman's allowance	200.00			0.00
Subs - NALC etc	1,000.00	738.22		738.22
Training *	500.00		92.00	92.00
Insurance	850.00			0.00
Audits	600.00	294.00		294.00
Room hire (Council/Library)	350.00			0.00
Messenger	1,700.00		159.00	159.00
S137 including first aid courses	0.00			0.00
Elections *	500.00			0.00
Grants *	500.00			0.00
Bank Charges	100.00	6.00	6.00	12.00
Salix Street light loan repayment	1,830.00			0.00
Flood projects	0.00			0.00
New Village Hall/land *	1,250.00			0.00
Contingency	750.00			0.00
CIL spend	0.00			0.00
<b>Budget total</b>	<b>42,260.00</b>			
Use of income	0.00			
Use of Reserves	0.00			
<b>Precept</b>	<b>42,260.00</b>			

<b>Monthly expenditure Net</b>		<b>3,281.88</b>	<b>3,650.78</b>	<b>6,932.66</b>
VAT		291.25	282.40	7,272.40
<b>Total Monthly expenditure</b>		<b>3,573.13</b>	<b>3,933.18</b>	<b>10,710.06</b>
<b>Running total</b>				

\* Money earmarked for specific item and put into reserves, if not spent in financial year.

Financial Position as at 30 April

**Receipts**

<i>Precept</i>	21,130.00	
<i>Ede Oliver</i>	35.00	<i>Messenger</i>
<i>Re</i>	50.00	<i>Messenger</i>
<b>Total</b>	<b>21,215.00</b>	
Brought forward	43,787.42	
	<b>65,002.42</b>	
Payments to date	3,573.13	
<b>Balance in hand</b>	<b>61,429.29</b>	

**Reconciliation with banks**

**Unity Trust current account** **61,429.29**

Notes: \*\* The reserve fund contains the following 'ring-fenced' sums

New Village hall/Land	£5,709.00	
Memorial Garden	£225.00	
Street light replacements	£2,000.00	
Election expenses reserve	£1,500.00	
Flood projects	£1,250.00	
Closed Churchyard trees	£3,120.00	£680 removed May 25
Training	£309.00	
Website	£804.40	
Office equipment	£834.00	
biodiversity	£436.68	
Grants	£800.00	
Flagpoles	£0.00	
Seats	£1,112.00	
Cleaning cart - capital spend	£200.00	
CIL - capital spend	£1,698.16	April 2023
<b>total</b>	<b>£19,998.24</b>	

**Sue Halkett**

**Clerk to the Council/RFO**

# FLORE PARISH COUNCIL

Clerk: Mrs Susan Halkett, 16 St Mary's Way, Weedon, Northants, NN7 4QL  
Tel: 01327 341057 Email: clerk@flore-pc.gov.uk website: www.flore-pc.gov.uk

5<sup>th</sup> June 2025

Dear Councillor

This is your summons to the Parish Council Meeting to be held on **Tuesday 10<sup>th</sup> June at 7.30 pm in the Schoolroom of the United Reformed Church**. If you are not able to attend, please let me know. Members of the Public and Press are invited to attend.

Yours sincerely



S Halkett  
Clerk & Proper Officer to the Council

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## AGENDA

Chair of Council: Mr Tom Higginson

### Acceptance of Apologies for absence

To record that Mrs Baines has confirmed that she will not be taking up her position on the Council

- 2072.0** To receive declarations of interest under the Council's Code of Conduct regarding business to be discussed at this meeting
- 2073.0 Public Forum** for parishioners and reports by Unitary Councillors
- 2074.0** To approve the minutes of the Annual Meeting of the Parish Council held on 13<sup>th</sup> May 2025
- 2075.0 To receive any updates on outstanding items** (not covered elsewhere on the agenda)
- Flooding issues – Flood Warden
  - To confirm that Zeta has gone into Voluntary Creditors Liquidation.
- 2076.0 To deal with general correspondence which may require a decision**
- 2076.1 To confirm who will be the Parish Highways Warden, and who will be responsible for the street light/memorial/lightening conductor quarterly inspections.
- 2076.2 Co-option. To consider the vacancy that was not filled in the elections. Now there are two vacancies but only one position can be filled currently, the other would have to be re-advertised and considered in July.
- 2076.3 To consider the re-painting of the Village Sign
- 2076.4 Reconsideration of the High Street Phase II works
- 2076.5 To consider the Urban Highways Grass mowing 2025
- 2076.6 To consider the offer for the free tree packs for the community
- 2077.0 FINANCIAL/ADMIN MATTERS**
- 2077.1 Finance update, including income received since last meeting
- 2077.2 Internal control. Report on procedures since last meeting
- 2078.0 ACCOUNTS FOR PAYMENT:** under General Power of Competence

To whom paid	Reason	Total	VAT
SSE	Street light electricity (Variable Direct Debit)	196.92	15.53
	<b>Additional May payments</b>	<b>196.92</b>	<b>15.53</b>

**To be considered and agreed at the meeting**

To whom paid	Reason	Total	VAT
Halkett	Salary £787.27, office rent £17	804.27	0
HMRC	PAYE	281.86	0
Design to Print	Messenger	195.00	0
LG Hedging x 2 invoices	Grass cutting	900.00	150.00
Millennium Hall	Rent for meetings Apr/May/June + APM	109.38	0
G Fellows	Website upgrading	100.00	0
Unity Trust	Service charge	6.00	0
	<b>Total</b>	<b>2396.51</b>	<b>150.00</b>

Awaiting known invoices  
Freeman/SSE

**2079.0 PLANNING**

- 2079.1 Application - To consider: 2025/1886/LBC. 11 The Green. Renovate rear of thatch and ridge with matching materials. (Due to the response date, the Council submitted the following comment: 'As this application is a primarily repair and maintenance issue, we have no objections and totally support the maintenance of listed buildings'.)
- 2079.2 Application: 2025/0880/FULL. 36 Sutton Street. Ground floor extension to rear of property on the side of an existing single storey extension. First floor extension over existing and new ground floor extension. Replace white UPVC windows with new black UPVC windows.
- 2079.3 Appeal Hearing: WNC/22/00035/MINFUL. Land off A45 Roundabout (June 16) Upper Heyford. Tuesday 17<sup>th</sup> June at Towcester.

**2080.0 REPORTS FROM REPRESENTATIVES ON VILLAGE ORGANISATIONS**

- 2080.1 Brodie Lodge Playing Field
- 2080.2 Millennium Hall
- 2080.3 Commonwealth Flags and Disaster Relief Fund
- 2080.4 Charities

**2081.0 CORRESPONDENCE RECEIVED**

- a. Village Sign Quote for repainting the sign. 2076.3
- b. WNC Urban Highways Grass mowing. 2076.5
- c. Woodland Trust Free tree packages. 2076.6
- d. WNC Planning applications x 2, Planning Appeal x 1. 2079
- e. Northants Police Free Mature Drivers Roadshow. Emailed and on social media

NCALC Updates and Training  
WNC Town & Parish Briefing  
WNC Media Updates  
WNC weekly planning register  
ACRE newsletter

**2082.0 CORRESPONDENCE RECEIVED AFTER AGENDA PUBLISHED****Items for inclusion at the next meeting**

Date of next full Council meetings: 8<sup>th</sup> July, 9<sup>th</sup> September, 14<sup>th</sup> October, 11<sup>th</sup> November

## FLORE PARISH COUNCIL

### MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN THE UNITED REFORMED CHURCH SCHOOLROOM ON 10<sup>th</sup> JUNE 2025 at 7.30 pm

**PRESENT:** Councillors: Mr Andy Anderson, Mrs Hayley Cox, Miss Freya Davies. Mrs Hayley Davies,  
Mr Geoff Fellows, Mr Tom Higginson, Mr Nigel Strang, Mr John Thomason  
1 Members of the public present  
Unitary Cllr Mr Phil Bignell

**Chair: Mr Tom Higginson**

The Chair advised that Mrs Kathryn Baines would not be taking up her place on the Council. As she was an elected Cllr, the papers have been submitted and we will hear whether we can fill the vacancy after the permitted time.

**Acceptance of Apologies for absence:** Unitary Cllr Debra King

**2072.0 Declarations of Interest under the Council's Code of Conduct, regarding business tabled for discussion.** Cllr Strang declared an interest in item 2079.2, sharing a property boundary.

**2073.0** Public Forum.

- Resident asked about first aiders at the car boots and how to identify them. Cllr Fellows advised that he was a qualified first aider and wears a Hi Viz jacket. Other staff members are aware and would be able to find him if necessary
- Cllr Bignell advised that he was not happy about the decision for Brington Road. Chair thanked him for his support at the Hearing.

**2074.0** The minutes of the Annual Meeting of the Parish Council held on the 13<sup>th</sup> May 2025 were confirmed as being accurate and signed by the Chair.

**2075.0** Updates:

- Flooding issues. Flood Warden advised that there was no S19 doc yet. He was concerned about the flooding impact following the Brington Road proposed development. Chair advised that we write to WNC with our concerns once these were all put together.
- It is noted that Zeta has going into Liquidation and that the parish has lost its LED warranties. The Council is working with other Councils to find a contractor that could be called upon, should the need arise

July  
agenda

**2076.0 GENERAL CORRESPONDENCE**

2076.1 Parish Highway Warden representative – Ex Cllr Mr Simon Levell has agreed to be the Parish Highways Warden.

Street lighting/War memorial/ lightning conductor- asset checker - Ex Cllr Kev Beasley advised that he would be happy to continue to monitor these council assets

Memorial Garden asset checker – Ex Cllr Mrs Chris Littlewood would check out this area.

2076.2 Co-option – One vacancy can be filled following elections: Two good applications had been received, **Resolved:** After discussion it was agreed to co-opt Joy Rippon. The other vacancy has been submitted to West Northants Council and once approval received, will be re-advertised.

July  
agenda

2076.3 Village Sign. The quote to undertake this work was £2,019. As there is no money in the budget for this, it was agreed to budget for it for next year.

2076.4 Reconsideration of High Street Phase II works. Brief discussion ensued the Chair wants all new Cllrs to be aware of what was proposed by the previous Council and advised them to look at the plans.

July  
agenda  
Clerk

2076.5 Urban Highways Grass Cutting 2025. It was noted that WNC could not offer any further money than the figure of £1348.33 quoted. Council happy to accept this and Clerk signed the Agreement.

2076.6 Free tree packs. Flore Parish Council has no need, info will be put in Messenger to see if any groups want to take some trees.

Cllr F  
Davies

**2077.0 FINANCIAL/ADMIN**

2077.1 Finance update: Monthly figures submitted to the Councillors show payments for last few months including current (at time of agenda published).

Income received during May: WNC litter picking £ 454.27 and payments Messenger adverts £345.00  
Income total for month: £799.27.

VAT spent in month: £150

Current reserves £21,000 (est six months Precept) plus £4,000 general reserves

2077.2 Internal control: Cllr H Davies confirmed that she has seen the Cashbook, monthly figures submitted to the Council and the current bank statements and all is above board.

## 2078.0 ACCOUNTS FOR PAYMENT

To whom paid	Reason	Total	VAT
SSE (May)	Street light electricity (Variable Direct Debit)	<b>196.92</b>	<b>15.53</b>

To whom paid	Reason	Total	VAT
Halkett	Salary £787.27, office rent £17	804.27	0
HMRC	PAYE	281.86	0
Design to Print	Messenger	195.00	0
LG Hedging x 2 invoices	Grass cutting	900.00	150.00
Millennium Hall	Rent for meetings Apr/May/Jun + APM	109.38	0
G Fellows	Website upgrading	100.00	0
Unity Trust	Service charge	6.00	0
<b>Agenda published total</b>		<b>2396.51</b>	<b>150.00</b>

Invoices received after agenda published and agreed to be paid at meeting

To whom paid	Reason	Total	VAT
M Freeman	Playing field/closed C/yard grass cutting	396.00	66.00
Thos Drinkwater	Memorial garden strimming	120.00	0
D Brown	Memorial garden mowing	72.00	12.00
Bliss Lane Nursery	Tree stakes/ties for memorial garden	80.97	0
<b>Additional payments</b>		<b>668.97</b>	<b>78.00</b>
<b>Monthly to date</b>		<b>3065.48</b>	<b>228.00</b>

Awaiting SSE Street light electricity (DD) TBC TBC

## 2079.0 PLANNING

2079.1 Application - To consider: 2025/1886/LBC. 11 The Green. Renovate rear of thatch and ridge with matching materials. Due to the response date, the Council submitted the following comment: 'As this application is a primarily repair and maintenance issue, we have no objections and totally support the maintenance of listed buildings.'

2079.2 Application: 2025/0880/FULL. 36 Sutton Street. Ground floor extension to rear of property on the side of an existing single storey extension. First floor extension over existing and new ground floor extension. Replace white UPVC windows with new black UPVC windows.  
The Council's original comments remain. They do welcome the change (point 4 to our comments) back to white windows however the level of detail for the scale of the building in a conservation area is inadequate.

2079.3 Appeal Hearing: WNC/22/00035/MINFUL. Land off A45 Roundabout (June 16) Upper Heyford. Tuesday 17<sup>th</sup> June at Towcester. Noted

## 2080.0 REPORTS FROM VILLAGE ORGANISATIONS

2080.1 Brodie Lodge Playing Field. Well attended car boot, next one 6<sup>th</sup> July. Cllr F Davies advised that there were Brodie Lodge key rings for sale.

2080.2 Millennium Hall. Nothing to report

2080.3 Commonwealth Flags. There is a possibility of a request for a few flags, likely July meeting if received in time

2080.4 Charities: The Flore Charity held its AGM. Chris Littlewood was elected Chair.

## 2081.1 CORRESPONDENCE RECEIVED

- |                     |   |
|---------------------|---|
| a. Village Sign     | Quote for repainting the sign. 2076.3                     |
| b. WNC              | Urban Highways Grass mowing. 2076.5                       |
| c. Woodland Trust   | Free tree packages. 2076.6                                |
| d. WNC              | Planning applications x 2, Planning Appeal x 1. 2079      |
| e. Northants Police | Free Mature Drivers Roadshow. Emailed and on social media |

NCALC Updates and Training  
WNC Town & Parish Briefing  
WNC Media Updates  
WNC weekly planning register

ACRE newsletter

**2082.0 CORRESPONDENCE RECEIVED AFTER AGENDA PUBLISHED**

- a. Planning Inspectorate. Land East of Brington Road Appeal Decision. The Appeal was allowed. Noted. Cllrs are concerned about flooding issues in the village and will consider writing to WNC about drainage issues.
- b. Consultations: Services for children, young people and families, alternative education provision and doorstep clothing collections – Cllr H Davies to look at
- c. Planning application 2025/1837/TCA. The Old Vicarage, The Avenue. Removal of Leylandii in Conservation Area. The Council has no objections to this application which does not affect the street scene.

**Items for inclusion on next agenda**

Flood Warden report  
 Brington Road flooding issues  
 Risk Assessment - Village Asset Check  
 Reconsideration of High Street work  
 Consideration of the purchase of some flags – if information received.  
 First Aid Course if information received  
 Co-option to the Council if applications received  
 S106 money allocation if information received

**The meeting closed at 2010 hrs**

**Date of next meetings**, 8<sup>th</sup> July, 9<sup>th</sup> September, 14<sup>th</sup> October, 11<sup>th</sup> November

## PAYMENTS MADE 2025-26

	Annual Budget	April	May	June	Spend to Yr End
Grass cutting - Playing field	1,700.00	110.00	220.00	220.00	550.00
Grass cutting - closed churchyard	950.00	110.00	110.00	110.00	330.00
Grass cutting - PCC/URC	770.00				0.00
Grass cutting - highway verges	8,000.00	750.00	750.00	750.00	2,250.00
Memorial Garden*	1,000.00		180.00	260.97	440.97
Trees/wall/memorial- closed churchyard *	0.00		680.00		680.00
Biodiversity/Climate Group	0.00				0.00
General maintenance repairs	100.00				0.00
Highways maintenance - spraying/verges	500.00		180.00		180.00
Lights - energy	2,200.00	187.44	181.39		368.83
Lights - replacement/new*	1,250.00				0.00
Bus shelter - maintenance/materials	0.00				0.00
Seats/bollards/Gateways/Memorial-replace/maint	0.00				0.00
Bins - litter/dog replacements/repairs	750.00				0.00
flagpoles *	750.00				0.00
Cenotaph	500.00				0.00
planters/plants *	50.00				0.00
Clerk's salary (plus HMRC tax/Ni)	12,350.00	984.15	984.07	984.07	2,952.29
Employer NI contribution	500.00	85.07	85.06	85.06	255.19
Clerk's office rent	210.00	17.00	17.00	17.00	51.00
Office costs	400.00		187.65		187.65
Office equipment/ Website running*	150.00			100.00	100.00
Chairman's allowance	200.00				0.00
Subs - NALC etc	1,000.00	738.22			738.22

Training *	500.00		92.00		92.00
Insurance	850.00				0.00
Audits	600.00	294.00			294.00
Room hire (Council/Library)	350.00			109.38	109.38
Messenger	1,700.00		159.00	195.00	354.00
S137 including first aid courses	0.00				0.00
Elections *	500.00				0.00
Grants *	500.00				0.00
Bank Charges	100.00	6.00	6.00	6.00	18.00
Salix Street light loan repayment	1,830.00				0.00
Flood projects	0.00				0.00
New Village Hall/land *	1,250.00				0.00
Contingency	750.00				0.00
CIL spend	0.00				0.00
<b>Budget total</b>	<b>42,260.00</b>				
Use of income	0.00				
Use of Reserves	0.00				
<b>Precept</b>	<b>42,260.00</b>				
<b>Monthly expenditure Net</b>		<b>3,281.88</b>	<b>3,832.17</b>	<b>2,837.48</b>	<b>9,951.53</b>
VAT		291.25	297.93	228.00	817.18
<b>Total Monthly expenditure</b>		<b>3,573.13</b>	<b>4,130.10</b>	<b>3,065.48</b>	<b>10,768.71</b>
<b>Running total</b>		<b>3,573.13</b>	<b>7,703.23</b>	<b>10,768.71</b>	

\* Money earmarked for specific item and put into reserves, if not spent in financial year.

#### Financial Position as at 31st May 2025

##### Receipts

Precept	21,130.00
Messenger (Oliver/RE)	85.00
WNC litter picking	454.27
Messenger (Cloverlea/Rathore/Landlord/PO)	345.00

<b>Total</b>	<b>22,014.27</b>
Brought forward	43,787.42
	<b>65,801.69</b>
Payments to date	7,703.23
<b>Balance in hand</b>	<b>58,098.46</b>

##### Reconciliation with banks

<b>Unity Trust current account</b>	<b>58,098.46</b>
Notes: The reserve fund contains the following 'ring-fenced' sums	
New Village hall/Land	£5,709.00
Memorial Garden	£225.00
Street light replacements	£2,000.00
Election expenses reserve	£1,500.00

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Flood projects	£1,250.00
Closed Churchyard trees	£3,120.00
Training	£309.00
Website	£804.40
Office equipment	£834.00
biodiversity	£436.68
Grants	£800.00
Flagpoles	£0.00
Seats	£1,112.00
Cleaning cart - capital spend	£200.00
CIL - capital spend	£1,698.16
<b>sub total</b>	<b><u>£19,998.24</u></b>

# FLORE PARISH COUNCIL

Clerk: Mrs Susan Halkett, 16 St Mary's Way, Weedon, Northants, NN7 4QL  
Tel: 01327 341057 Email: clerk@flore-pc.gov.uk website: www.flore-pc.gov.uk

3<sup>rd</sup> July 2025

Dear Councillor

This is your summons to the Parish Council Meeting to be held on **Tuesday 8<sup>th</sup> July at 7.30 pm in the Schoolroom of the United Reformed Church**. If you are not able to attend, please let me know. Members of the Public and Press are invited to attend.

Yours sincerely



S Halkett  
Clerk & Proper Officer to the Council

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## AGENDA

Chair of Council: Mr Tom Higginson

### Acceptance of Apologies for absence

**2083.0** To receive declarations of interest under the Council's Code of Conduct regarding business to be discussed at this meeting

**2084.0 Public Forum** for parishioners and reports by Unitary Councillors

**2085.0** To approve the minutes of the Meeting of the Parish Council held on 10<sup>th</sup> June 2025

### 2086.0 UPDATES

- To receive an update from the Climate Change Group
- To receive an update regarding Rights of Way footpath
- To note that Cllr Strang will attend the Local Transport Plan Supporting Strategies Workshop
- To note that Cllr Fellows will attend the WNC Annual Parish Council conference on 23<sup>rd</sup> October
- To receive an update regarding the First Aid course
- To receive an update on the recent meeting with WNC regarding S106

### 2087.0 GENERAL

2087.1 Co-option. To confirm that permission has been received to fill the vacancy created by the resignation of Mrs Baines, to note that this has been advertised. To consider any applications received

2087.2 Health & Safety Risk Assessment check on assets

2087.3 Flooding issues – update and concerns relating to potential flooding from the Brington Road development

2087.4 Reconsideration of the High Street Phase II works

2087.5 Consultations: To consider responding to:

- Grand Union & Oxford Canal Conservation Area Appraisal and Management Plan
- How people are involved in local planning
- Draft Statement of Community Involvement (SCI) for West Northamptonshire Council's Planning Service.

2087.6 To consider the purchase of flags for the Commonwealth Flag Project

### 2088.0 FINANCE

2088.1 Finance update incl Income received, VAT spend and current reserves

2088.2 Internal control. Report on procedures since last meeting

**2089.0 ACCOUNTS FOR PAYMENT:** under General Power of Competence

To whom paid	Reason	Total	VAT
SSE	Street light electricity (Variable Direct Debit)	203.49	16.05
	<b>Late June payments</b>	<b>203.49</b>	<b>16.05</b>

**To be considered and agreed at the meeting**

To whom paid	Reason	Total	VAT
Halkett	Salary £787.27, office rent £17	804.27	0
HMRC	PAYE	281.86	0
Design to Print	Messenger	195.00	0
LG Hedging x 2 invoices	Grass cutting	900.00	150.00
G Fellows	Website annual fee	129.60	0
Unity Trust	Service charge	6.00	0
	<b>Total</b>	<b>2316.73</b>	<b>150.00</b>
Awaiting known invoices Freeman/SSE			

**2090.0 PLANNING**

**2091.0 REPORTS FROM REPRESENTATIVES ON VILLAGE ORGANISATIONS**

- 2091.1 Brodie Lodge Playing Field
- 2091.2 Millennium Hall
- 2091.3 Commonwealth Flags
- 2091.4 Charities

**2092.0 CORRESPONDENCE RECEIVED**

- a. WNC Rights of Way. 2086
- b. WNC Local Transport Plan Workshop. 2086
- c. WNC Annual Parish Council conference. 2086
- d. EMA First Aid Course. 2086
- e. WNC Permission to fill vacancy. 2087.1
- f. Resident Application for co-options. 2087.1
- g. WNC Consultations. 2087.5
- h. Flag Committee Replacement flags. 2087.6

NCALC Updates and Training  
WNC Town & Parish Briefing  
WNC Media Updates  
WNC weekly planning register  
ACRE newsletter

**2093.0 CORRESPONDENCE RECEIVED AFTER AGENDA PUBLISHED**

**Items for inclusion at the next meeting**

Date of next full Council meetings: 9<sup>th</sup> September, 14<sup>th</sup> October, 11<sup>th</sup> November

## FLORE PARISH COUNCIL

### MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN THE UNITED REFORMED CHURCH SCHOOLROOM ON 8th JULY 2025 at 7.30 pm

**PRESENT:** Councillors: Mrs Hayley Cox, Miss Freya Davies. Mrs Hayley Davies, Mr Geoff Fellows,  
Mr Tom Higginson, Mr Nigel Strang, Mr John Thomason  
1 Members of the public present  
Unitary Cllr Mr Phil Bignell

**Chair: Mr Tom Higginson**

Chair welcomed Cllr Joy Rippon to the Council.

**Acceptance of Apologies for absence:** Cllrs Andy Anderson, Nigel Strang. U/Cllr Debra King

**2083.0** Declarations of Interest under the Council's Code of Conduct, regarding business tabled for discussion. Nothing declared

**2084.0** Public Forum.

- Resident asked whether work would be carried out on the footpath down Flore Hill. Advised that we don't know at present but assume once the Coroner and Police reports were available that WNC would act on the recommendations. Hedge has been cut back by farmer.
- Resident advised that he was thinking about putting in a planning application for properties on Hillside Road – Advised to work with the Neighbourhood Plan and seek advice from West Northants Council planners.
- Resident asked whether the verge, as you turn into Hillside Road, could be cut back again. Clerk to see whose responsibility this is. *(Note: It was WNC who cut back the trees last time- will be reported on Fixmystreet)*
- U/Cllr Bignell advised that no date has been set to open the 'road to nowhere' (off A45 near Kissingbury). WNC has released that it does have a 5 year land supply.

**2085.0** The minutes of the Meeting of the Parish Council held on the 10<sup>th</sup> June 2025 was confirmed as being accurate and signed by the Chair.

**2086.0** Updates:

- Climate Change Group. Noted that they have a meeting on 29<sup>th</sup> August
- Rights of Way footpath EU7 – updated noted
- Local Transport Plan Supporting Strategies Workshop – Cllr Strang to attend.
- WNC Annual Parish Council Conference, 23<sup>rd</sup> October – Cllr Fellows to attend
- First Aid Course – EMS happy to run the course, just waiting for confirmation of date
- S106 meeting – Noted. Cllr H Davies advised that the Scouts are progressing the application for funding to decorate and change the heating in the Scout Hut. She is also working on an application for the School to claim some of the funding for indoor sports, however some work to the School needs to be undertaken before this can proceed.

**2087.0 GENERAL CORRESPONDENCE**

2087.1 Co-option – The vacancy has been approved to be filled. One application received and discussed,  
**Resolved:** To co-opt Mrs Patricia Currant the Council.

2087.2 Health & Safety checks:

Closed Churchyard/Planters/Memorial Garden – all ok – Mrs Littlewood  
Bus shelters- All ok – Cllr F Davies  
Seats – All ok – Cllr Fellows  
Notice boards – All ok – Cllr Higginson  
Bins – to be checked with Cllr Anderson  
Street lights – All ok – Mr Beasley  
War Memorial/lightening conductor – all ok – Mr Beasley  
Flore Well – All ok – Cllr Thomason  
Flagpoles – All ok – Cllrs F Davies, H Davies, Fellows  
Village Sign, Map, Gateways – All ok – Cllr Higginson

Cllr  
Anderson

- 2087.3 Flooding issues. Brington Road. Cllr Thomason advised that he was meeting with the Flood team from WNC who were coming to look at two locations in the village. He would speak to them about potential issues with Brington Road development's link to the main in the High Street.
- 2087.4 Reconsideration of High Street Phase II work. Cllr Higginson gave an update to new Councillors about the proposed work, agreed by the previous Council. New Councillors to consider issues and this item would be on the agenda for the next meeting following a discussion with Highways about options. September  
Agenda
- 2087.5 Consultations:
- Grand Union & Oxford Canal Conservation Area Appraisal and Management Plan. Cllr Fellows would look at this consultation and response if necessary.
  - How people are involved in local planning – linked to the below consultation.
  - Draft Statement of Community Involvement (SCI for West Northants Council's planning service. Cllr Higginson would look at this and, where appropriate, comment about Council concerns regarding potential issues with the Brington Road development's link to the main underground system.
- 2087.6 Purchase of flags for Commonwealth Flag Project. Clerk  
**Resolved:** Council agreed to purchase three flags for the group.

**2088.0 FINANCIAL/ADMIN**

- 2088.1 Finance update: Monthly figures submitted to the Councillors show payments for last few months including current (at time of agenda published).  
 Income received during June: WNC grass cutting for 2025 season £1348.33 and Messenger adverts £25.00  
 Income total for month: £1373.33.  
 VAT spent in month: £150.00  
 Current reserves £20,000 (plus six months Precept) plus £5,000 general reserves
- 2088.2 Internal control: Cllr H Davies confirmed that she has seen the Cashbook, monthly figures submitted to the Council and the current bank statements and all is above board. Chair also has copy of bank statement.

**2089.0 ACCOUNTS FOR PAYMENT**

To whom paid	Reason	Total	VAT
SSE (June)	Street light electricity (Variable Direct Debit)	<b>203.49</b>	<b>16.05</b>
<b>To whom paid</b>	<b>Reason</b>	<b>Total</b>	<b>VAT</b>
Halkett	Salary £787.27, office rent £17	804.27	0
HMRC	PAYE	281.86	0
Design to Print	Messenger	159.00	0
LG Hedging x 2 invoices	Grass cutting	900.00	150.00
G Fellows	Website annual fee	129.60	0
Unity Trust	Service charge	6.00	0
	<b>Agenda published total</b>	<b>2280.73</b>	<b>150.00</b>
Awaiting SSE	Street light electricity (DD)	TBC	TBC

**2090.0 PLANNING – nothing received****2091.0 REPORTS FROM VILLAGE ORGANISATIONS**

- 2091.1 Brodie Lodge Playing Field. Car boot successful even with downpour. The Charity needs new Trustees
- 2091.2 Millennium Hall. Nothing to report
- 2091.3 Commonwealth Flags. Dealt with under 2087.6
- 2091.4 Charities: No meetings held

**2092.1 CORRESPONDENCE RECEIVED**

- a. WNC Rights of Way. 2086
- b. WNC Local Transport Plan Workshop. 2086
- c. WNC Annual Parish Council conference. 2086
- d. EMA First Aid Course. 2086
- e. WNC Permission to fill vacancy. 2087.1
- f. Resident Application for co-options. 2087.1

- g. WNC Consultations. 2087.5  
 h. Flag Committee Replacement flags. 2087.6

NCALC Updates and Training  
 WNC Town & Parish Briefing  
 WNC Media Updates  
 WNC weekly planning register  
 ACRE newsletter

#### 2093.0 CORRESPONDENCE RECEIVED AFTER AGENDA PUBLISHED

- a. MP Nominate Local Pubs – noted  
 b. NCALC Climate and Nature Champion Scheme (CAN). Cllr Thomason to ask Climate Group to nominate someone to take on this role.  
 c. MP Nominate your favourite pub. Noted.

#### Items for inclusion on next agenda

Flood Warden report  
 First Aid Course if information received

#### The meeting closed at 2050 hrs

Date of next meetings: 9<sup>th</sup> September, 14<sup>th</sup> October, 11<sup>th</sup> November

#### PAYMENTS MADE 2025-26

	Annual Budget	June	July	Spend to Yr End
Grass cutting - Playing field	1,700.00	220.00		550.00
Grass cutting - closed churchyard	950.00	110.00		330.00
Grass cutting - PCC/URC	770.00			0.00
Grass cutting - highway verges	8,000.00	750.00	750.00	3,000.00
Memorial Garden*	1,000.00	260.97		440.97
Trees/wall/memorial- closed churchyard *	0.00			680.00
Biodiversity/Climate Group	0.00			0.00
General maintenance repairs	100.00			0.00
Highways maintenance - spraying/verges	500.00			180.00
Lights - energy	2,200.00	187.44		556.27
Lights - replacement/new*	1,250.00			0.00
Bus shelter - maintenance/materials	0.00			0.00
Seats/bollards/Gateways/Memorial-replace/maint	0.00			0.00
Bins - litter/dog replacements/repairs	750.00			0.00
flagpoles *	750.00			0.00
Cenotaph	500.00			0.00
planters/plants *	50.00			0.00
Clerk's salary (plus HMRC tax/Ni)	12,350.00	984.07	984.07	3,936.36
Employer NI contribution	500.00	85.06	85.06	340.25
Clerk's office rent	210.00	17.00	17.00	68.00
Office costs	400.00			187.65
Office equipment/ Website running*	150.00	100.00	129.60	229.60
Chairman's allowance	200.00			0.00
Subs - NALC etc	1,000.00			738.22
Training *	500.00			92.00

Insurance	850.00			0.00
Audits	600.00			294.00
Room hire (Council/Library)	350.00	109.38		109.38
Messenger	1,700.00	195.00	159.00	513.00
S137 including first aid courses	0.00			0.00
Elections *	500.00			0.00
Grants *	500.00			0.00
Bank Charges	100.00	6.00	6.00	24.00
Salix Street light loan repayment	1,830.00			0.00
Flood projects	0.00			0.00
New Village Hall/land *	1,250.00			0.00
Contingency	750.00			0.00
CIL spend	0.00			0.00
<b>Budget total</b>	<b>42,260.00</b>			
Use of income	0.00			
Use of Reserves	0.00			
<b>Precept</b>	<b>42,260.00</b>			
<b>Monthly expenditure Net</b>		<b>3,024.92</b>	<b>2,130.73</b>	<b>12,269.70</b>
VAT		244.05	150.00	983.23
<b>Total Monthly expenditure</b>		<b>3,268.97</b>	<b>2,280.73</b>	<b>13,252.93</b>
<b>Running total</b>		<b>10,972.20</b>	<b>13,252.93</b>	

\* Money earmarked for specific item and put into reserves, if not spent in financial year.

#### Financial Position as at 30th June 2025

##### Receipts

Precept	21,130.00
Messenger (Oliver/RE)	85.00
WNC litter picking	454.27
Messenger (Cloverlea/Rathore/Landlord/PO)	345.00
WNC grass cutting 2025 season	1,348.33
Messenger (WI)	25.00
<b>Total</b>	<b>23,387.60</b>
Brought forward	43,787.42
	<b>67,175.02</b>
Payments to date	10,972.20
<b>Balance in hand</b>	<b>56,202.82</b>
<b>Reconciliation with banks</b>	
<b>Unity Trust current account</b>	<b>56,202.82</b>

Notes: \*\* The reserve fund contains the following 'ring-fenced' sums

New Village hall/Land	£5,709.00
Memorial Garden	£225.00
Street light replacements	£2,000.00
Election expenses reserve	£1,500.00

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Flood projects	£1,250.00
Closed Churchyard trees	£3,120.00
Training	£309.00
Website	£804.40
Office equipment	£834.00
biodiversity	£436.68
Grants	£800.00
Flagpoles	£0.00
Seats	£1,112.00
Cleaning cart - capital spend	£200.00
CIL - capital spend	£1,698.16
<b>sub total</b>	<b><u>£19,998.24</u></b>

**Sue Halkett**  
**Clerk to the Council/RFO**

# FLORE PARISH COUNCIL

Clerk: Mrs Susan Halkett, 16 St Mary's Way, Weedon, Northants, NN7 4QL  
Tel: 01327 341057 Email: clerk@flore-pc.gov.uk website: www.flore-pc.gov.uk

4<sup>th</sup> September 2025

Dear Councillor

This is your summons to the Parish Council Meeting to be held on **Tuesday 9<sup>th</sup> September at 7.30 pm in the Schoolroom of the United Reformed Church**. If you are not able to attend, please let me know. Members of the Public and Press are invited to attend.

Yours sincerely



S Halkett  
Clerk & Proper Officer to the Council

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## AGENDA

Chair of Council: Mr Tom Higginson

### Acceptance of Apologies for absence

**2094.0** To receive declarations of interest under the Council's Code of Conduct regarding business to be discussed at this meeting

**2095.0 Public Forum** for parishioners and reports by Unitary Councillors

**2096.0** To approve the minutes of the Meeting of the Parish Council held on 8<sup>th</sup> July 2025

### 2097.0 UPDATES

- To receive an update from the Flood Warden
- To note the date and information for the Defib/First Aid training course
- To receive and update on the Solar Farm
- To note an update on the land behind the Holiday Inn
- To note that Flore won a free training place in NCALC's monthly draw. Cllr Rippon has used it being first to undertake a training course following win.
- To note that Cllr Strang will attend the Agricultural Forum on 17<sup>th</sup> October

### 2098.0 GENERAL

2099.1 To receive an update from Climate Group, to nominate a Climate & Nature Champion and to confirm the purchase of some wildflower seeds @ £50.

2099.2 To consider the purchase of a Vanuatu flag for the Commonwealth Flag Project

2099.3 To consider attendance at the NCALC AGM on 4<sup>th</sup> October (Cllr Thompson to confirm)

2099.4 Consultations: To consider responding to:

- Draft Northampton Cycling/Walking Infrastructure Plan
- Planning Application Requirements
- Emergencies: How prepared are you?

2099.5 To consider a resident recognition award

### 2100.0 FINANCE

2100.1 Finance update incl Income received, VAT and current reserves

2100.2 Internal control. Report on procedures since last meeting

2100.3 To consider adding more signatories for the Unity online banking

2100.4 To consider official gov.uk email addresses for all Cllrs.

2100.5 To consider the annual insurance premium (three year contract – last year of contract)

2100.6 To note that the Salix loan agreement has now been completed, final payment was August

2100.7 To note the conclusion of audit, paperwork received from PKF. Result: Clear audit.

**2101.0 ACCOUNTS FOR PAYMENT:** under General Power of Competence

To whom paid	Reason	Total	VAT
SSE	Street light electricity (Variable Direct Debit)	196.92	15.53
	<b>Late July payments</b>	<b>196.92</b>	<b>15.53</b>
	<b>Total July payments</b>	<b>2477.65</b>	<b>165.53</b>

**August payments**

To whom paid	Reason	Total	VAT
Salix	Street light loan repayment	1829.42	0
Halkett	Salary £905.84 (incl pay rise/backpay, office rent £17	922.84	0
HMRC	PAYE	344.36	0
J Amos	Flags	274.64	0
NCALC	Course – H Davies	63.60	10.60
M Freeman	Playing field grass cutting	528.00	88.00
LG Hedging x 3 invoices	Highways Grass cutting	1200.00	200.00
Unity Trust	Service charge	6.00	0
	<b>Total</b>	<b>5168.86</b>	<b>298.60</b>
Awaiting known invoices			
SSE	Street light electricity DD	203.490	16.05
	<b>Total August payments</b>	<b>5372.35</b>	<b>314.65</b>

**To be considered and agreed at the meeting**

To whom paid	Reason	Total	VAT
Halkett	Salary £812.36, office rent £17	829.36	0
HMRC	PAYE	292.98	0
Design to Print	Messenger	195.00	0
Zurich	Council annual insurance	825.12	0
Millennium Hall	Rent for library/first aid course	106.25	0
Weedon Bec PC	Office costs	101.66	0
Bliss Lane Nursery	Pruning memorial garden trees/wildflower seeds £50	118.99	0
Cuttlefish	Website domain renewal and email account gov.uk	132.00	22.00
PKF Littlejohn	External Audit	252.00	42.00
LG Hedging & Grass Maint	Grass cutting	600.00	100.00
Unity Trust	Service charge	.00	0
	<b>Total</b>	<b>3453.36</b>	<b>164.00</b>

Awaiting known invoices  
Freeman/SSE

**2102.0 PLANNING**

2102.1 **Application: 2025/0880/FULL. 36 Sutton Street.** Ground floor extension to rear of property on the side of an existing single storey extension. First floor extension over existing and new ground floor extension. Replace white UPVC windows. Responded due to deadline of application date.

**Application: 2025/3166/TCA. Nene View, Kings Lane** Removal of populous Nigra trees to alleviate concerns of damage to properties. Responded due to deadline of application date

2102.2 **Appeal:** To note the response from the Planning Inspectorate regarding APP/W2845/W/24/3354897: Land off M1- A45 Roundabout Junction 16,

**2103.0 REPORTS FROM REPRESENTATIVES ON VILLAGE ORGANISATIONS**

- 2103.1 Brodie Lodge Playing Field
- 2103.2 Millennium Hall
- 2103.3 Commonwealth Flags
- 2103.4 Charities

**2104.0 CORRESPONDENCE RECEIVED**

- a. EDF Solar Farm update. 2097
- b. WNC Brief update on land behind Holiday Inn. 2097
- c. NCALC Draw for free training course. 2097
- d. MP Invite to Agricultural Forum. 2097
- e. Resident Request for Vanuatu flag. 2098.2
- f. WNC 3 x consultations. 2099.4
- g. WNC 2 x planning applications. 2102
- h. NCALC Pre-Application developer interactions guide
- i. Resident Request for resident recognition award. 2099.5
- j. PKF Audit completion paperwork.2100.7
- k. WNC Appeal decision on land off M1. 2102.2

NCALC Updates and Training  
WNC Town & Parish Briefing  
WNC Media Updates  
WNC weekly planning register  
ACRE newsletter

**2093.0 CORRESPONDENCE RECEIVED AFTER AGENDA PUBLISHED**

**Items for inclusion at the next meeting**

Date of next full Council meetings: 14<sup>th</sup> October, 11<sup>th</sup> November

## FLORE PARISH COUNCIL

### MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN THE UNITED REFORMED CHURCH SCHOOLROOM ON 9th SEPTEMBER 2025 at 7.30 pm

**PRESENT:** Councillors: Mrs Pat Curran, Mrs Hayley Cox, Miss Freya Davies, Mrs Hayley Davies, Mr Geoff Fellows, Mr Tom Higginson, Mrs Joy Rippon, Mr Nigel Strang,  
1 Member of the public present  
Unitary Cllrs Mr Phil Bignell & Mrs Deborah King

**Chair:** Mr Tom Higginson

Chair welcomed Cllr Pat Curran to the Council.

**Acceptance of Apologies for absence:** Cllrs Andy Anderson, John Thomason

**2094.0** Declarations of Interest under the Council's Code of Conduct, regarding business tabled for discussion. Nothing declared

**2095.0** Public Forum.

- Resident came to listen
- U/Cllr King advised that WNC are fighting the hotel issues at no costs to parishes. She also mentioned that M&S were moving to DIRFT and the closure of the Flore Hill with the bus diversions. Chair advised that Stagecoach were copied in but no responses to date.
- U/Cllr Bignall asked if there was any feedback on the new lining at the Bypass – nothing received to the Council although comments were on social media.

**2096.0** The minutes of the Meeting of the Parish Council held on the 8<sup>th</sup> July 2025 was confirmed as being accurate and signed by the Chair. There was one amendment to a name.

**2097.0** Updates:

- Flood Warden: Read by clerk: Still no S19 doc received. Keir has installed six grips on Brington Road, these concreted outlets will hopefully reduce water flowing down the road and reduce flooding into the gardens of Champions Field. They have also installed a new drain at the bottom of Sutton Street although it is full of mud!
- First Aid Course – Tuesday 23<sup>rd</sup> September in the Millennium Hall, from 7.00 pm.
- Solar Farm update – noted
- Land behind Holiday Inn update – noted
- NCALC training course – Free course won in ballot, Cllr Rippon undertaking Off to a Flying Start
- Agricultural Forum – Cllr Strang to attend

**2099.0 GENERAL CORRESPONDENCE**

2099.1 Climate Group: The group held its recent annual meeting and flooding was on the agenda. A request for another flood warden was mentioned. Clerk to speak to Cllr Thomason and if he would like support, a request will go into the Messenger. Also a request for a store for sand bags was mentioned. John to look at and come back to meeting. Noted the wildflower area on the High Street. Cllr Strang volunteered to be the CAN for Flore Parish. Cllr Thomason

**Resolved:** To purchase some wildflower seeds

2099.2 Purchase of flag for Commonwealth Flag Project - Vanuatu flag request:

**Resolved:** To purchase a new flag £88.32 plus carriage and VAT

2099.3 NCALC AGM. Unfortunately, no one can attend his year.

2099.4 Consultations:

- Draft Northampton Cycling/Walking Infrastructure Plan. No comments from Flore PC
- Planning Application Requirements: Cllr Higginson has responded
- Emergencies: How prepared are you? Cllrs to look at.

2099.5 Resident's recognition award. Cllr Curran to look at this and come back to the Council at a later date.

**2100.0 FINANCIAL/ADMIN**

2100.1 Finance update: Monthly figures submitted to the Councillors show payments for last few months including current (at time of agenda published).

Income received during July/August: Messenger adverts £275.00

Income total for 2 months: £275.

VAT spent: July £165.53/Aug £314.65

Current ring-fenced reserves £20,000 plus £6,800 general reserves

- 2100.2 Internal control: Cllr H Davies confirmed that she has seen the Cashbook, monthly figures submitted to the Council and the current bank statements and all is above board. Chair also has copy of bank statement.
- 2100.3 Bank Account Signatories: Currently Cllrs Anderson, F Davies, Fellows & Higginson.  
**Resolved:** To add Cllrs Rippon and H Davies.
- 2100.4 Gov.uk email addresses for Cllrs. After discussion it was agreed to not progress this at this time.
- 2100.5 Insurance: Third year term with Zurich: Premium £825.12  
**Resolved:** To pay insurance premium
- 2100.6 Salix loan Agreement: Noted that this has now come to an end with the last payment being August.
- 2100.7 Audit: The audit return has been received from PKF – Flore has a clear audit.

## 2101.0 ACCOUNTS FOR PAYMENT

To whom paid	Reason	Total	VAT
SSE	Street light electricity (Variable Direct Debit)	196.92	15.53
	<b>Late July payments</b>	<b>196.92</b>	<b>15.53</b>
	<b>Total July payments</b>	<b>2477.65</b>	<b>165.53</b>
To whom paid	Reason	Total	VAT
Salix	Street light loan repayment	1829.42	0
Halkett	Salary £905.84 (incl pay rise/backpay, office rent £17)	922.84	0
HMRC	PAYE	344.36	0
J Amos	Flags	274.64	0
NCALC	Course – H Davies	63.60	10.60
M Freeman	Playing field grass cutting	528.00	88.00
LG Hedging x 3 invoices	Highways Grass cutting	1200.00	200.00
Unity Trust	Service charge	6.00	0
	<b>Total</b>	<b>5168.86</b>	<b>298.60</b>
Awaiting known invoices			
SSE	Street light electricity DD	203.490	16.05
	<b>Total August payments</b>	<b>5372.35</b>	<b>314.65</b>
To whom paid	Reason	Total	VAT
Halkett	Salary £812.36, office rent £17	829.36	0
HMRC	PAYE	292.98	0
Design to Print	Messenger	195.00	0
Zurich	Council annual insurance	825.12	0
Millennium Hall	Rent for library/first aid course	106.25	0
Weedon Bec PC	Office costs	101.66	0
Bliss Lane Nursery	Pruning memorial garden trees/wildflower seeds £50	118.99	0
Cuttlefish	Website domain renewal and email account gov.uk	132.00	22.00
PKF Littlejohn	External Audit	252.00	42.00
LG Hedging & Grass Maint	Grass cutting	600.00	100.00
Unity Trust	Service charge	.00	0
	<b>Total to date</b>	<b>3453.36</b>	<b>164.00</b>
Awaiting known invoices/ late invoices			
LG Hedging & Grass Maint	Grass cutting war memorial	300.00	50.00
	<b>Monthly total to date</b>	<b>3753.36</b>	<b>214.00</b>
Awaiting invoices from M Freeman and SSE			
Cllrs Higginson / Fellows signed off payments on Unity			

## 2102.0 PLANNING

- 2102.1 **Application: 2025/0880/FULL. 36 Sutton Street.** Ground floor extension to rear of property on the side of an existing single storey extension. First floor extension over existing and new ground floor extension. Replace white UPVC windows. Responded due to deadline of application date. Whilst the Council is pleased to see the additional detail now applied to the drawings for this proposal, the fundamental elements of the project remain to all intents and purposes unchanged. In

consequence the remaining points of concern expressed in our previous responses remain almost in their entirety.

The now fully resolved roof layout retains the blank north wall capped by an incongruously shallow pitched roof (a 30° minimum pitch is the norm for slate roofs in the area) and the visual bulk of the building is unchanged so that it still dominates the existing building.

The full height glazed panels either side of the entrance door are incongruous in an otherwise traditionally inspired design and the window configuration to the front of the existing dwelling would probably have been vertical sliding sash windows. However, the proposed side-hung casements are an improvement on the existing fenestration.

**Application: 2025/3166/TCA. Nene View, Kings Lane** Removal of populous Nigra trees to alleviate concerns of damage to properties. Responded due to deadline of application date. The Parish Council is happy to support the removal of these trees with a recommendation of replacing with more appropriately sized trees.

2102.2 **Appeal:** To note the response from the Planning Inspectorate regarding APP/W2845/W/24/3354897: Clerk Land off M1- A45 Roundabout Junction 16. Noted. The Climate Group has asked to see the ecological report. Clerk to locate

**2103.0 REPORTS FROM VILLAGE ORGANISATIONS**

2103.1 Brodie Lodge Playing Field. Good car boot, approx. £7,000 profit this year so Trustees looking and what can be done to enhance the field. Possibly there will be two new Trustees joining.

2103.2 Millennium Hall. Nothing to report

2103.3 Commonwealth Flags. Nothing to report

2103.4 Charities: Nothing to report

**2104.1 CORRESPONDENCE RECEIVED**

- a. EDF Solar Farm update. 2097
- b. WNC Brief update on land behind Holiday Inn. 2097
- c. NCALC Draw for free training course. 2097
- d. MP Invite to Agricultural Forum. 2097
- e. Resident Request for Vanuatu flag. 2098.2
- f. WNC 3 x consultations. 2099.4
- g. WNC 2 x planning applications. 2102
- h. NCALC Pre-Application developer interactions guide
- i. Resident Request for resident recognition award. 2099.5
- j. PKF Audit completion paperwork. 2100.7
- k. WNC Appeal decision on land off M1. 2102.2

NCALC Updates and Training  
 WNC Town & Parish Briefing  
 WNC Media Updates  
 WNC weekly planning register  
 ACRE newsletter

**2105.0 CORRESPONDENCE RECEIVED AFTER AGENDA PUBLISHED**

- a. WNC Advised of invoice for costs in uncontested election. Noted
- b. ACRE Rural Housing Roadshow. Cllr Strang to attend

**Items for inclusion on next agenda**

Flood Warden report

The meeting closed at 2040 hrs

**Date of next meetings:** 14<sup>th</sup> October, 11<sup>th</sup> November

**FLORE PARISH COUNCIL  
 PAYMENTS MADE 2025-26**

	<b>Annual Budget</b>	<b>Aug</b>	<b>Sep</b>	<b>Spend to Yr End</b>
Grass cutting - Playing field	<b>1,700.00</b>	440.00		990.00
Grass cutting - closed churchyard	<b>950.00</b>			330.00

Grass cutting - PCC/URC	770.00			0.00
Grass cutting - highway verges	8,000.00	1,000.00	750.00	4,750.00
Memorial Garden*	1,000.00		70.00	510.97
Trees/wall/memorial- closed churchyard *	0.00			680.00
Biodiversity/Climate Group	0.00		48.99	48.99
General maintenance repairs	100.00			0.00
Highways maintenance - spraying/verges	500.00			180.00
Lights - energy	2,200.00	187.44		925.10
Lights - replacement/new*	1,250.00			0.00
Bus shelter - maintenance/materials	0.00			0.00
Seats/bollards/Gateways/Memorial-replace/maint	0.00			0.00
Bins - litter/dog replacements/repairs	750.00			0.00
flagpoles *	750.00	274.64		274.64
Cenotaph	500.00			0.00
planters/plants *	50.00			0.00
Clerk's salary (plus HMRC tax/Ni)	12,350.00	1,141.52	1,015.56	6,093.44
Employer NI contribution	500.00	108.68	89.78	538.71
Clerk's office rent	210.00	17.00	17.00	102.00
Office costs	400.00		101.66	289.31
Office equipment/ Website running*	150.00		110.00	339.60
Chairman's allowance	200.00			0.00
Subs - NALC etc	1,000.00	53.00		791.22
Training *	500.00			92.00
Insurance	850.00		825.12	825.12
Audits	600.00		210.00	504.00
Room hire (Council/Library)	350.00		106.25	215.63
Messenger	1,700.00		195.00	708.00
S137 including first aid courses	0.00			0.00
Elections *	500.00			0.00
Grants *	500.00			0.00
Bank Charges	100.00	6.00		30.00
Salix Street light loan repayment	1,830.00	1,829.42		1,829.42
Flood projects	0.00			0.00
New Village Hall/land *	1,250.00			0.00
Contingency	750.00			0.00
CIL spend	0.00			0.00
<b>Budget total</b>	<b>42,260.00</b>			
Use of income	0.00			
Use of Reserves	0.00			
<b>Precept</b>	<b>42,260.00</b>			
<b>Monthly expenditure Net</b>		<b>5,057.70</b>	<b>3,539.36</b>	<b>21,048.15</b>
VAT		314.65	214.00	1,527.41
<b>Total Monthly expenditure</b>		<b>5,372.35</b>	<b>3,753.36</b>	<b>22,575.56</b>
<b>Running total</b>		<b>18,822.20</b>	<b>22,575.56</b>	

\* Money earmarked for specific item and put into reserves, if not spent in financial year.

### FLORE PARISH COUNCIL

Financial Position as at 31st August 2025

#### Receipts

Precept	21,130.00	Apr
Messenger (Oliver/RE)	85.00	Apr
WNC litter picking	454.27	May
Messenger (Cloverlea/Rathore/Landlord/PO)	345.00	May
WNC grass cutting 2025 season	1,348.33	June
Messenger (WI)	25.00	June
Messenger (Irons-kettles/W F R/FloreHouse)	275.00	August
<b>Total</b>	<b>23,662.60</b>	
Brought forward	43,787.42	
	<b>67,450.02</b>	
Payments to date	18,822.20	
<b>Balance in hand</b>	<b>48,627.82</b>	

#### Reconciliation with banks

**Unity Trust current account** **48,627.82**

Notes: \*\* The reserve fund contains the following 'ring-fenced' sums

New Village hall/Land	£5,709.00
Memorial Garden	£225.00
Street light replacements	£2,000.00
Election expenses reserve	£1,500.00
Flood projects	£1,250.00
Closed Churchyard trees	£3,120.00
Training	£309.00
Website	£804.40
Office equipment	£834.00
biodiversity	£436.68
Grants	£800.00
Flagpoles	£0.00
Seats	£1,112.00
Cleaning cart - capital spend	£200.00
CL - capital spend	£1,698.16
<b>sub total</b>	<b>£19,998.24</b>

**Sue Halkett**

**Clerk to the Council/RFO**

# FLORE PARISH COUNCIL

Clerk: Mrs Susan Halkett, 16 St Mary's Way, Weedon, Northants, NN7 4QL  
Tel: 01327 341057 Email: clerk@flore-pc.gov.uk

25<sup>th</sup> September 2025

Dear Councillor

This is your summons to the Extraordinary Meeting of the Parish Council to be held on **Tuesday 30<sup>th</sup> September 2025 at 7.00 pm in the United Reformed Church Schoolroom**. If you are not able to attend, please let me know. Members of the Public and Press are invited to attend.

Yours sincerely



S Halkett  
Clerk & Proper Officer to the Council

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## AGENDA

### Acceptance of Apologies for absence

**2094.0** To receive declarations of interests under the Council's Code of Conduct regarding business to be discussed at this meeting

**2095.0 Public Forum** for parishioners and reports by Unitary Councillors

### 2096.0 PLANNING

- 2096.1 **Application:** 2025/3619/FULL. Orchard House, 70 High Street.  
Proposed single storey garden outbuilding to create annexe and home office.
- 2096.2 **Application:** 2025/3631/FULL. 6 The Crescent  
Rear Extensions and remodelling
- 2096.3 **Application:** 2025/3815/TCA. Grey Leys, 43 Nether Lane.  
Work to tree within a conservation area (1 x crab apple)

Date of next full Council meetings: October 14<sup>th</sup>, November 11<sup>th</sup>

**FLORE PARISH COUNCIL**  
**MINUTES OF THE EXTRAORDINARY MEETING OF THE PARISH COUNCIL HELD IN THE**  
**UNITED REFORMED CHURCH SCHOOLROOM ON**  
**30<sup>TH</sup> SEPTEMBER 2025 at 7.00 pm**

**PRESENT:** Councillors: Mr Andy Anderson, Mrs Patricia Curran, Miss Freya Davies, Mrs Hayley Davies, Mr Tom Higginson, Mr Nigel Strang, Mr John Thomason

Acceptance of Apologies for absence: Councillors: Mrs Hayley Cox, Mr Geoff Fellows, Mrs Joy Rippon  
Chair: Mr Tom Higginson

**2094.0** **Declarations of Interest under the Council's Code of Conduct, regarding business tabled for discussion.** No interested declared.

**2095.0** **Public Forum:** for parishioners and reports by Unitary Councillors: No one present

**2096.0** **PLANNING**

2096.1 **Application:** 2025/3619/FULL. Orchard House, 70 High Street. Proposed single storey garden outbuilding to create annexe and home office. The Parish Council has no objections to this application which complies with the neighbourhood plan and is not visible from the street.

2096.2 **Application:** 2025/3631/FULL. 6 The Crescent. Rear extensions and remodelling  
The Council has the following comments to make on this proposal:  
1. The application should be precise on the finish to be employed for external walls. It is not enough to say "cladding to client's choice". Cladding materials have a significant impact on the visual impact of a building's surroundings.  
2. We have considerable concern over the size of the proposal which seems disproportionately large in relation to its immediate surroundings. The walls have a minimum height approaching 3m effectively on the boundaries and, as a whole, the structure will have an overbearing impact on adjacent buildings.  
3. Building operations will need to be carefully considered to take account of the tight manoeuvring space in the cul-de-sac

2096.3 **Application:** 2025/3815/TCA. Grey Leys, 43 Nether Lane. Work to tree within a conservation area (1x crab apple). The Parish Council has no objections to the work on the tree which would not unduly affect the street scene.

**Date of next meeting: October 14<sup>th</sup>, November 11<sup>th</sup>**

The meeting closed at 1925 hrs

# FLORE PARISH COUNCIL

Clerk: Mrs Susan Halkett, 16 St Mary's Way, Weedon, Northants, NN7 4QL  
Tel: 01327 341057 Email: clerk@flore-pc.gov.uk website: www.flore-pc.gov.uk

9<sup>th</sup> October 2025

Dear Councillor

This is your summons to the Parish Council Meeting to be held on **Tuesday 14<sup>th</sup> October at 7.30 pm in the Schoolroom of the United Reformed Church**. If you are not able to attend, please let me know. Members of the Public and Press are invited to attend.

Yours sincerely



S Halkett  
Clerk & Proper Officer to the Council

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## AGENDA

Chair of Council: Mr Tom Higginson

### Acceptance of Apologies for absence

**2097.0** To receive declarations of interest under the Council's Code of Conduct regarding business to be discussed at this meeting

**2098.0 Public Forum** for parishioners and reports by Unitary Councillors

**2099.0** To approve the minutes of the Meeting of the Parish Council held on 9<sup>th</sup> September 2025 and the Extraordinary Meeting of the Parish Council held on the 30<sup>th</sup> September 2025

### 3000.0 UPDATES

- To note the price increases for Millennium Hall

### 3001.0 GENERAL

3001.1 To consider supporting Bugbrooke Parish Council re the Gayton Road Bridge

3001.2 To consider small working group and ongoing plan for flooding

3001.3 To consider repairs to streetlights that are not working.

3001.4 To receive an update on the High Street proposals

### 3002.0 FINANCE

3002.1 Finance update incl Income received, VAT and current reserves

3002.2 Internal control. Report on procedures since last meeting

3002.3 To consider purchasing a wreath for Remembrance Day

### 3003.0 ACCOUNTS FOR PAYMENT: under General Power of Competence

To whom paid	Reason	Total	VAT
SSE (September DD)	Street light electricity	203.49	16.05

**October payments**

<b>To whom paid</b>	<b>Reason</b>	<b>Total</b>	<b>VAT</b>
Zephyr	Finial (not charged previously -retrospective)	95.88	15.98
Mr Flag	Vanuatu flag	94.32	15.72
Halkett	Salary £812.36, office rent £17	829.36	0
HMRC	PAYE	292.98	0
Design to Print	Messenger	195.00	0
LG Hedging & Grass Maint	Grass cutting	900.00	150.00
M Freeman	Grass cutting playing fields	528.00	88.00
Norse	Annual charge bin emptying	423.11	70.52
Unity Trust	Service charge	6.00	0
	<b>Total</b>	<b>3364.65</b>	<b>340.22</b>

Awaiting known invoices  
SSE

**3004.0 REPORTS FROM REPRESENTATIVES ON VILLAGE ORGANISATIONS**

- 3004.1 Brodie Lodge Playing Field
- 3004.2 Millennium Hall
- 3004.3 Commonwealth Flags
- 3004.4 Charities

**3005.0 CORRESPONDENCE RECEIVED**

- a. Millennium Hall Price increase. 3000
- b. Bugbrooke PC Support for Gayton Road Bridge/ 3001.1
- c. Cuttlefish Changing from one email provider to another. Note

NCALC Updates and Training  
WNC Town & Parish Briefing  
WNC Media Updates  
WNC weekly planning register  
ACRE newsletter

**3006.0 CORRESPONDENCE RECEIVED AFTER AGENDA PUBLISHED****Items for inclusion at the next meeting**

Date of next full Council meetings: 14<sup>th</sup> October, 11<sup>th</sup> November

## FLORE PARISH COUNCIL

### MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN THE UNITED REFORMED CHURCH SCHOOLROOM ON 14th OCTOBER 2025 at 7.30 pm

**PRESENT:** Councillors: Mr Andy Anderson, Mrs Pat Curran, Mrs Hayley Cox, Miss Freya Davies.  
Mrs Hayley Davies, Mr Geoff Fellows, Mrs Joy Rippon, Mr John Thomason  
0 Members of the public present  
Unitary Cllr Mr Phil Bignell

**Meeting Chair: Vice-Chair Mr Geoff Fellows**

**Acceptance of Apologies for absence:** Cllr Mr Tom Higginson, Mr Nigel Strang

**2097.0** Declarations of Interest under the Council's Code of Conduct, regarding business tabled for discussion. Nothing declared

**2098.0** Public Forum.

- U/Cllr Bignell advised that new road signs had been erected on new road to Duston/Kingsthorpe.

**2099.0** The minutes of the Meeting of the Parish Council held on the 9<sup>th</sup> September 2025 and the minutes of the Extraordinary Meeting of the Parish Council held on the 30<sup>th</sup> September 2025. Both were confirmed as being accurate and signed by the Vice-Chair.

**3000.0** Updates:

- Millennium Hall: Noted price increases from 1<sup>st</sup> November
- Flashing signs in village, one continuously flashing- all dirty - reported

**3001.0 GENERAL CORRESPONDENCE**

3001.1 Gayton Road Bridge: Council agreed to support Bugbrooke Council on this initiative.

3001.2 Flooding issues in the village. Cllr Thomason advised that he will set up a flood group to try to tackle flooding issues in the village. To go into the Messenger to see if any residents would join. November agenda to consider monetary help from the Council Nov  
Agenda

3001.3 Streetlights. Councillors to let Clerk know of any lights not working in village. If list received, to report to contractor. All

3001.4 High Street proposals. Noted that WNC are undergoing a consultation on this with the possibility of using speed-humps or speed tables which are more economical. WNC likely to offer a meeting on the High Street shortly. Cllrs Cox and Rippon agreed to join this group.

**3002.0 FINANCIAL/ADMIN**

3002.1 Finance update: Monthly figures submitted to the Councillors show payments for last few months including current (at time of agenda published).

Income received during September:	Precept	£21,130	
	Messenger adverts	£ 435	
	Income total:	£21,565	

VAT spent: September £230.05

Current ring-fenced reserves £20,000 plus £19,800 general reserves

3002.2 Internal control: Cllr H Davies confirmed that she has seen the Cashbook, monthly figures submitted to the Council and the current bank statements, and all is above board. Chair also has copy of bank statement.

3002.3 Wreath.

**Resolved:** Council agreed to purchase a wreath from the RBL, cost £50. Clerk

**3003.0 ACCOUNTS FOR PAYMENT**

To whom paid	Reason	Total	VAT
SSE	Street light electricity (Variable Direct Debit)	203.49	16.05
	<b>Late September payments</b>	<b>203.49</b>	<b>16.05</b>
	<b>Total September payments</b>	<b>3962.85</b>	<b>230.05</b>

To whom paid	Reason	Total	VAT
Zephyr	Finial (not charged previously -retrospective)	95.88	15.98
Mr Flag	Vanuatu flag	94.32	15.72
Halkett	Salary £812.36, office rent £17	829.36	0
HMRC	PAYE	292.98	0
Design to Print	Messenger	195.00	0
LG Hedging & Grass Maint	Grass cutting	900.00	150.00
M Freeman	Grass cutting playing fields	528.00	88.00
Norse	Annual charge bin emptying	423.11	70.52
Unity Trust	Service charge	6.00	0
	<b>Total</b>	<b>3364.65</b>	<b>340.22</b>
Agreed at meeting			
RBL	Poppy Wreath	<b>50.00</b>	<b>8.33</b>
	<b>Monthly total</b>	<b>3414.65</b>	<b>348.55</b>
Awaiting known invoices			
SSE			

**3004.0 REPORTS FROM VILLAGE ORGANISATIONS**

- 3004.1 Brodie Lodge Playing Field. Trustees looking at replacing the skateboard ramp. Decision shortly  
 3004.2 Millennium Hall. Nothing to report  
 3004.3 Commonwealth Flags. Nothing to report  
 3004.4 Charities: Nothing to report

**3005.1 CORRESPONDENCE RECEIVED**

- a. Millennium Hall Price increase. 3000  
 b. Bugbrooke PC Support for Gayton Road Bridge/ 3001.1  
 c. Cuttlefish Changing from one email provider to another. Note  
 NCalc Updates and Training  
 WNC Town & Parish Briefing  
 WNC Media Updates  
 WNC weekly planning register  
 ACRE newsletter

**3006.0 CORRESPONDENCE RECEIVED AFTER AGENDA PUBLISHED**

- a. Resident: Request for notice board on north side of High Street, brief discussion not agreed  
 b. PFCC: Newsletter – noted

**Items for inclusion on next agenda**

Flood Warden report, setting up group and purchasing tools  
 Streetlights: If nothing received during the month that is dealt with  
 Annual Parish Award (Cllr Curran)

The meeting closed at 2015 hrs

**Date of next meetings:** 11<sup>th</sup> November

After the meeting concluded, Cllr Freya Davies offered her resignation due to joining the RAF, Paperwork would be submitted to WNC

**FLORE PARISH COUNCIL**  
 PAYMENTS MADE 2025-26

	Annual Budget	Sep	Oct	Spend to Yr End
Grass cutting - Playing field	1,700.00		220.00	1,210.00
Grass cutting - closed churchyard	950.00		220.00	550.00
Grass cutting - PCC/URC	770.00			0.00
Grass cutting - highway verges	8,000.00	750.00	750.00	5,500.00
Memorial Garden*	1,000.00	70.00		510.97
Trees/wall/memorial- closed churchyard *	0.00			680.00

Biodiversity/Climate Group	0.00	48.99		48.99
General maintenance repairs	100.00			0.00
Highways maintenance - spraying/verges	500.00			180.00
Lights - energy	2,200.00	187.44		1,112.54
Lights - replacement/new*	1,250.00			0.00
Bus shelter - maintenance/materials	0.00			0.00
Seats/bollards/Gateways/Memorial-replace/maint	0.00			0.00
Bins - litter/dog replacements/repairs	750.00		352.59	352.59
flagpoles *	750.00		158.50	433.14
Cenotaph	500.00			0.00
planters/plants *	50.00			0.00
Clerk's salary (plus HMRC tax/Ni)	12,350.00	1,015.56	1,015.56	7,109.00
Employer NI contribution	500.00	89.78	89.78	628.49
Clerk's office rent	210.00	17.00	17.00	119.00
Office costs	400.00	101.66		289.31
Office equipment/ Website running*	150.00	110.00		339.60
Chairman's allowance	200.00			0.00
Subs - NALC etc	1,000.00			791.22
Training *	500.00			92.00
Insurance	850.00	825.12		825.12
Audits	600.00	210.00		504.00
Room hire (Council/Library)	350.00	106.25		215.63
Messenger	1,700.00	195.00	195.00	903.00
S137 including first aid courses	0.00			0.00
Elections *	500.00			0.00
Grants *	500.00			0.00
Bank Charges	100.00	6.00	6.00	42.00
Salix Street light loan repayment	1,830.00			1,829.42
Flood projects	0.00			0.00
New Village Hall/land *	1,250.00			0.00
Contingency	750.00		41.67	41.67
CIL spend	0.00			0.00
<b>Budget total</b>	<b>42,260.00</b>			
Use of income	0.00			
Use of Reserves	0.00			
<b>Precept</b>	<b>42,260.00</b>			
<b>Monthly expenditure Net</b>		<b>3,732.80</b>	<b>3,066.10</b>	<b>24,307.69</b>
VAT		230.05	348.55	1,892.01
<b>Total Monthly expenditure</b>		<b>3,962.85</b>	<b>3,414.65</b>	<b>26,199.70</b>
<b>Running total</b>		<b>22,785.05</b>	<b>26,199.70</b>	

\* Money earmarked for specific item and put into reserves, if not spent in financial year.

**FLORE PARISH COUNCIL**

Financial Position as at 30th September 2025

**Receipts**

Precept	21,130.00	Apr
Messenger (Oliver/RE)	85.00	Apr
WNC litter picking	454.27	May
Messenger (Cloverlea/Rathore/Landlord/PO)	345.00	May
WNC grass cutting 2025 season	1,348.33	June
Messenger (WI)	25.00	June
Messenger (Irons-kettles/W F R/FloreHouse <i>Messenger Purcellx2/Ede/Village Design/Elliotts</i> )	275.00	August
<i>Precept</i>	<i>435.00</i>	<i>September</i>
	<u>21,130.00</u>	<i>September</i>
<b>Total</b>	<b>45,227.60</b>	
Brought forward	<u>43,787.42</u>	
	<b>89,015.02</b>	
Payments to date	<u>22,785.05</u>	
<b>Balance in hand</b>	<b><u>66,229.97</u></b>	

**Reconciliation with banks**

<b>Unity Trust current account</b>	<b>66,229.97</b>
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Notes: \*\* The reserve fund contains the following 'ring-fenced' sums

New Village hall/Land	£5,709.00
Memorial Garden	£225.00
Street light replacements	£2,000.00
Election expenses reserve	£1,500.00
Flood projects	£1,250.00
Closed Churchyard trees	£3,120.00
Training	£309.00
Website	£804.40
Office equipment	£834.00
biodiversity	£436.68
Grants	£800.00
Flagpoles	£0.00
Seats	£1,112.00
Cleaning cart - capital spend	£200.00
CIL - capital spend	£1,698.16
<b>sub total</b>	<b><u>£19,998.24</u></b>

**Sue Halkett****Clerk to the Council/RFO**

# FLORE PARISH COUNCIL

Clerk: Mrs Susan Halkett, 16 St Mary's Way, Weedon, Northants, NN7 4QL  
Tel: 01327 341057 Email: clerk@flore-pc.gov.uk website: www.flore-pc.gov.uk

6<sup>th</sup> November 2025

Dear Councillor

This is your summons to the Parish Council Meeting to be held on **Tuesday 11<sup>th</sup> November at 7.30 pm in the Schoolroom of the United Reformed Church**. If you are not able to attend, please let me know. Members of the Public and Press are invited to attend.

Yours sincerely



S Halkett  
Clerk & Proper Officer to the Council

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## AGENDA

Chair of Council: Mr Tom Higginson

### Acceptance of Apologies for absence

**3007.0** To receive declarations of interest under the Council's Code of Conduct regarding business to be discussed at this meeting

**3008.0 Public Forum** for parishioners and reports by Unitary Councillors

**3009.0** To approve the minutes of the Meeting of the Parish Council held on 14<sup>th</sup> October 2025.

### 3010.0 UPDATES

- To note paperwork has been submitted to WNC for the vacancy following resignation of Freya Davies. Deadline for notice period is 4<sup>th</sup> November. *Note: Permission has since been received to fill the vacancy.*
- To note that only one streetlight reported as not working, has been reported to contractor to repair

### 3011.0 GENERAL

3011.1 To consider small working group and ongoing plan for flooding

3011.2 To consider an Annual Parish Community Award

3011.3 To consider a new Trustee for the Brodie Lodge Playing Field

3011.4 To consider more streetlights in the village.

3011.5 To receive an update on the High Street proposals

3011.6 Consultation: To consider responding to: Infrastructure and Developer Contributions Supplementary Planning Document (SPD)

### 3012.0 FINANCE

3012.1 Finance update incl Income received, VAT and current reserves

3012.2 Internal control. Report on procedures since last meeting

3012.3 Precept: To note the Precept papers have been received and to set a date for the Finance Group meeting

### 3013.0 ACCOUNTS FOR PAYMENT: under General Power of Competence

To whom paid	Reason	Total	VAT
SSE (October DD)	Street light electricity	138.15	6.58

**OCTOBER TOTAL PAYMENTS 3552.80 355.13**

**November payments**

To whom paid	Reason	Total	VAT
Halkett	Salary £812.36, office rent £17	829.56	0
HMRC	PAYE	292.78	0
Design to Print	Messenger	195.00	0
LG Hedging & Grass Maint	Grass cutting	600.00	100.00
M Freeman	Grass cutting playing fields	264.00	44.00
PCC	Donation for grass cutting	420.00	0
URC	Donation for grass cutting	350.00	0
Unity Trust	Service charge		0
	<b>Total</b>	<b>2951.34</b>	<b>340.22</b>

Awaiting known invoices  
SSE

**3014.0 PLANNING**

- 3014.1 Application:** 2025/4172/TPO. Ashlawn, Bricketts Lane. To undertake work to remove a dead tree (retrospective for FPC). The Council had no objections in the removal of this tree for H&S reasons
- 3014.2 Application:** 2025/4250/FULL. The Firs 58B High Street. Part ground floor and part first floor side extension with annexe above exiting garage Single storey rear extension and single storey porch extension. Changes to front boundary wall
- 3014.3 Application:** 2025/4358/FULL. The Pen Vicarage Farm, Brington Road. Single storey extension to existing dwelling house
- 3014.4 Application:** 2025/4403/LBC. 44 High Street. Listed building consent to run a fibre cable from the pavement to a connection box at a height of approx. 0.5m. ~Drill a hole through the wall to allow the cable into the dwelling.
- 3014.5 Application:** 2025/4477/TCA. 25A Sutton Street, Work to tree in a conservation area.
- 3014.6 Application:** Work to tree in conservation area: The Croft, Kings Lane. Noted that work has been carried out on a tree with the permission of the Natural Environment Officer at WNC.

**3015.0 REPORTS FROM REPRESENTATIVES ON VILLAGE ORGANISATIONS**

- 3015.1 Brodie Lodge Playing Field  
3015.2 Millennium Hall  
3015.3 Commonwealth Flags  
3015.4 Charities

**3016.0 CORRESPONDENCE RECEIVED**

- a. WNC Permission to fill vacancy. 3010  
b. Chair Brodie Lodge Thank you. 3011.3  
c. WNC Consultation. 3011.6  
d. WNC Precept papers. 3012.3  
e. WNC 6 planning applications. 3014  
f. MP Thank you for support. Noted
- NCALC Updates and Training  
WNC Town & Parish Briefing  
WNC Media Updates  
WNC weekly planning register  
ACRE newsletter

**3017.0 CORRESPONDENCE RECEIVED AFTER AGENDA PUBLISHED****Items for inclusion at the next meeting**

Date of next full Council meetings: 2026: 20<sup>th</sup> January (third Tuesday), 10<sup>th</sup> February, 10<sup>th</sup> March, 14<sup>th</sup> April  
Annual Parish Meeting: 21 April 2026

## FLORE PARISH COUNCIL

### MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN THE UNITED REFORMED CHURCH SCHOOLROOM ON 11th NOVEMBER 2025 at 7.30 pm

**PRESENT:** Councillors: Mr Andy Anderson, Mrs Pat Curran, Mrs Hayley Cox, Mr Geoff Fellows,  
Mr Tom Higginson, Mrs Joy Rippon, Mr John Thomason  
0 Members of the public present  
Unitary Cllr Mr Phil Bignell

**Meeting Chair: Chair Mr Tom Higginson**

**Acceptance of Apologies for absence: Mrs Hayley Davies, Mr Nigel Strang**

- 3007.0** Declarations of Interest under the Council's Code of Conduct, regarding business tabled for discussion. Cllr Anderson declared a non-pecuniary interest in item 3015.5
- 3008.0** Public Forum.
- U/Cllr Bignell reminded all about appointments needed at the local tips.
- 3009.0** The minutes of the Meeting of the Parish Council held on the 14<sup>th</sup> October 2025 were confirmed as being accurate and signed by the Chair.
- 3010.0** Updates:
- Paperwork submitted and consent received to fill vacancy left by Freya Davies. Poster to be on notice board in January and to be included in the Messenger which is out at the end of January. If any applications received, to be considered in the February meeting. February agenda
  - Streetlight in Sutton Street has been reported to be fixed.
- 3011.0 GENERAL CORRESPONDENCE**
- 3011.1 Flooding - Working Group. Information has been in the Messenger but will also be repeated. Two people have been approached and are willing to help. Cllr Curran also volunteered to be part of the team. S19 still awaited. Millenium Hall Drain has been inspected. January agenda
- 3011.2 Annual Parish Community Award. Councillors to consider the proposed application form (especially the criteria section and who can apply/be consider ie single person, family, group of people etc) and put comments to Cllr Curran/Clerk. To be discussed further at the Jan meeting All January agenda
- 3011.3 Brodie Lodge Playing Field – Trustee. Cllrs Davies and Rippon will attend the AGM. To be confirmed who will take the position in January January agenda
- 3011.4 More streetlights in the village. Noted that this is too expensive and whilst some areas are dark it has not been requested by residents so will be put on hold.
- 3011.5 High Street proposals. Cllr Higginson advised all about the current dialogue with WNC regarding speed cushions which would avoid the issue over chicanes and are likely to be more cost effective. We are waiting to hear whether this proposal could be put forward for consideration.
- 3011.6 Consultation: Infrastructure & Development Contributions Supplementary Planning Document (SPD). A walkabout with Kier and Councillors will take place on 13<sup>th</sup> November (not linked to High Street) Cllr Higginson would look through this consultation and will make a comment about S106 (involving parishes before allocating funds to something they have no control over)
- 3012.0 FINANCIAL/ADMIN**
- 3012.1 Finance update: Monthly figures submitted to the Councillors show payments for last few months including current (at time of agenda published).  
Income received during October: Nothing received  
VAT spent: October £144  
Current ring-fenced reserves £20,000 plus £19,700 general reserves
- 3012.2 Internal control: Cllr Davies had confirmed that she has seen the Cashbook, monthly figures submitted to the Council and the current bank statements, and all is above board. Chair also has copy of bank statement which tallied with Councillor's monthly figure sheet.
- 3012.3 Precept papers received from WNC. Finance meeting to be held on the 10<sup>th</sup> December, 7.30 pm at 4 Brockhall Road.

**3013.0 ACCOUNTS FOR PAYMENT**

To whom paid	Reason	Total	VAT
SSE	Street light electricity (Variable Direct Debit)	138.15	6.58
	<b>Late September payments</b>	<b>138.15</b>	<b>6.58</b>
	<b>Total September payments</b>	<b>3552.80</b>	<b>355.13</b>
To whom paid	Reason	Total	VAT
Halkett	Salary £812.36, office rent £17	829.36	0
HMRC	PAYE	292.98	0
Design to Print	Messenger	195.00	0
LG Hedging & Grass Maint	Grass cutting	600.00	100.00
M Freeman	Grass cutting playing fields	264.00	44.00
PCC	Grass cutting donation	420.00	0
URC	Grass cutting donation	350.00	0
Unity Trust	Service charge	6.00	0
	<b>Total</b>	<b>2957.34</b>	<b>144.00</b>

Awaiting known invoices  
SSE

**3014.0 PLANNING**

**3014.1 Application:** 2025/4172/TPO. Ashlawn, Bricketts Lane. To undertake work to remove a dead tree (retrospective for FPC). The Council had no objections in the removal of this tree for H&S reasons

**3014.2 Application:** 2025/4250/FULL. The Firs 58B High Street. Part ground floor and part first floor side extension with annexe above exiting garage Single storey rear extension and single storey porch extension. Changes to front boundary wall.

The Council does not object to the principle of this proposal but would like the following comments to be taken into account.

The proposed extension on the frontage of the property could have the benefit of more closely integrating the building into it's surrounding built environment by bringing it closer to the footpath and into a relationship with the neighbouring dwelling, providing details are carefully considered. In this regard we have suggested to the applicants that the staircase on the south end of the building could, for instance, be supported on a stone structure which references that on the the side of the old Royal Oak pub at the top of Spring Lane rather than presenting the appearance of an added-on fire escape.

We also have some concern about the increased height of garden walls and gates. Security is best served by visibility from and to the street, which also enhances community cohesion.

**3014.3 Application:** 2025/4358/FULL. The Pen Vicarage Farm, Brington Road. Single storey extension to existing dwelling house. The Council has no objections to this application which will not affect the street scene,

**3014.4 Application:** 2025/4403/LBC. 44 High Street. Listed building consent to run a fibre cable from the pavement to a connection box at a height of approx. 0.5m. Drill a hole through the wall to allow the cable into the dwelling. The Council has no objection to this application which will not affect the street scene

**3014.5 Application:** 2025/4477/TCA. 25A Sutton Street. Work to tree in a conservation area. The Council has no objections to this work being undertaken which will not affect the street scene and be beneficial to the tree.

**3014.6** The Croft, Kings Lane. Work to tree in conservation area: Noted that work has been carried out on a tree with the permission of the Natural Environment Officer at WNC.

**3015.0 REPORTS FROM REPRESENTATIVES ON VILLAGE ORGANISATIONS**

3015.1 Brodie Lodge Playing Field. Will be installing a new skateboard ramp shortly. AGM on 13<sup>th</sup> November.

3015.2 Millennium Hall. An inspection of the drain alongside the Hall has been carried out, at the expense of the Hall Committee.

3015.3 Commonwealth Flags. Nothing to report.

3015.4 Charities. Flore Charity – Donations were given to 2 students and 2 relief in need. Richard Capell Educational Trust AGM - Mike Penn has been re-elected as the Chair.

**3016.0 CORRESPONDENCE RECEIVED**

- a. WNC Permission to fill vacancy. 3010  
 b. Chair Brodie Lodge Thank you. 3011.3  
 c. WNC Consultation. 3011.6  
 d. WNC Precept papers. 3012.3  
 e. WNC 6 planning applications. 3014  
 f. MP Thank you for support. Noted
- NCALC Updates and Training  
 WNC Town & Parish Briefing  
 WNC Media Updates  
 WNC weekly planning register  
 ACRE newsletter

**3017.0 CORRESPONDENCE RECEIVED AFTER AGENDA PUBLISHED**

- Climate Group: Changed name to Flore Climate & Nature Group. Noted  
 WNC: SWEP rough sleeping. Noted, nothing in Flore  
 PFCC: Survey about supporting the Police, Fire & Crime Commissioner. Noted  
 Resident: Support for library at budget meeting and request to allow a representative from SNVB/WNC to join with them to provide info to residents re finance, heating, grants etc. Agreed that it is no issue to the Council who would still be supporting the library in the Hall ongoing.

**Items for inclusion at the next meeting**

- Flooding Working Group  
 Annual Parish Community Award  
 Brodie Lodge Playing Field – Trustee  
 Update on EDF intentions  
 Update on the field adjacent to the Holiday Inn

**February Agenda**

Councillor vacancy/co-option

The meeting closed at 2030 hrs

**Date of next meetings:** 2026 20<sup>th</sup> January (third Tuesday), 10<sup>th</sup> February, 10<sup>th</sup> March, 14<sup>th</sup> April,  
 Annual Parish Meeting: 21 April

**FLORE PARISH COUNCIL**  
 PAYMENTS MADE 2025-26

	Annual Budget	Oct	Nov	Spend to Yr End
Grass cutting - Playing field	1,700.00	220.00	110.00	1,320.00
Grass cutting - closed churchyard	950.00	220.00	110.00	660.00
Grass cutting - PCC/URC	770.00		770.00	770.00
Grass cutting - highway verges	8,000.00	750.00	500.00	6,000.00
Memorial Garden*	1,000.00			510.97
Trees/wall/memorial- closed churchyard *	0.00			680.00
Biodiversity/Climate Group	0.00			48.99
General maintenance repairs	100.00			0.00
Highways maintenance - spraying/verges	500.00			180.00
Lights - energy	2,200.00	131.57		1,244.11
Lights - replacement/new*	1,250.00			0.00
Bus shelter - maintenance/materials	0.00			0.00
Seats/bollards/Gateways/Memorial-replace/maint	0.00			0.00
Bins - litter/dog replacements/repairs	750.00	352.59		352.59
flagpoles *	750.00	158.50		433.14

Cenotaph	500.00			0.00
planters/plants *	50.00			0.00
Clerk's salary (plus HMRC tax/Ni)	12,350.00	1,015.56	1,015.56	8,124.56
Employer NI contribution	500.00	89.78	89.78	718.27
Clerk's office rent	210.00	17.00	17.00	136.00
Office costs	400.00			289.31
Office equipment/ Website running*	150.00			339.60
Chairman's allowance	200.00			0.00
Subs - NALC etc	1,000.00			791.22
Training *	500.00			92.00
Insurance	850.00			825.12
Audits	600.00			504.00
Room hire (Council/Library)	350.00			215.63
Messenger	1,700.00	195.00	195.00	1,098.00
S137 including first aid courses	0.00			0.00
Elections *	500.00			0.00
Grants *	500.00			0.00
Bank Charges	100.00	6.00	6.00	48.00
Salix Street light loan repayment	1,830.00			1,829.42
Flood projects	0.00			0.00
New Village Hall/land *	1,250.00			0.00
Contingency	750.00	41.67		41.67
CIL spend	0.00			0.00
<b>Budget total</b>	<b>42,260.00</b>			
Use of income	0.00			
Use of Reserves	0.00			
<b>Precept</b>	<b>42,260.00</b>			
<b>Monthly expenditure Net</b>		<b>3,197.67</b>	<b>2,813.34</b>	<b>27,252.60</b>
VAT		355.13	144.00	2,042.59
<b>Total Monthly expenditure</b>		<b>3,552.80</b>	<b>2,957.34</b>	<b>29,295.19</b>
<b>Running total</b>		<b>26,337.85</b>	<b>29,295.19</b>	

\* Money earmarked for specific item and put into reserves, if not spent in financial year.

#### Receipts

Precept	21,130.00	Apr
Messenger (Oliver/RE)	85.00	Apr
WNC litter picking	454.27	May
Messenger (Cloverlea/Rathore/Landlord/PO)	345.00	May
WNC grass cutting 2025 season	1,348.33	June
Messenger (WI)	25.00	June
Messenger (Irons-kettles/W F R/FloreHouse)	275.00	August
Messenger Purcellx2/Ede/Village Design/Elliotts	435.00	September
Precept	21,130.00	September
<b>Total</b>	<b>45,227.60</b>	

Brought forward	43,787.42
	<b>89,015.02</b>
Payments to date	26,337.85
<b>Balance in hand</b>	<b>62,677.17</b>
<i>u/c payment Royal British Legion</i>	50.00
<b>Reconciliation with banks</b>	
<b>Unity Trust current account</b>	<b>62,727.17</b>

Notes: \*\* The reserve fund contains the following 'ring-fenced' sums

New Village hall/Land	£5,709.00
Memorial Garden	£225.00
Street light replacements	£2,000.00
Election expenses reserve	£1,500.00
Flood projects	£1,250.00
Closed Churchyard trees	£3,120.00
Training	£309.00
Website	£804.40
Office equipment	£834.00
biodiversity	£436.68
Grants	£800.00
Flagpoles	£0.00
Seats	£1,112.00
Cleaning cart - capital spend	£200.00
CIL - capital spend	£1,698.16
<b>sub total</b>	<b>£19,998.24</b>

**Sue Halkett**  
**Clerk to the Council/RFO**