

FLORE PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN THE UNITED REFORMED CHURCH SCHOOLROOM ON 20th JANUARY 2026 at 7.30 pm

PRESENT: Councillors: Mr Andy Anderson, Mrs Pat Curran, Mrs Hayley Davies, Mr Geoff Fellows,
Mrs Joy Rippon, Mr Nigel Strang, Mr John Thomason
0 Members of the public present
Unitary Cllrs Mr Phil Bignell, Ms Debra King

Meeting Chair: Chair Mr Geoff Fellows

Acceptance of Apologies for absence: Mrs Hayley Cox, Mr Tom Higginson

3018.0 Declarations of Interest under the Council's Code of Conduct, regarding business tabled for discussion. Cllr Fellows declared a non-pecuniary interest in item 3022.6 being a Trustee of Brodie Lodge.

3019.0 Public Forum.

- U/Cllrs Bignell & King advised:
New Local Plan will be produced on 1st Jan 2027 and be valid until 2043 and the WNC Budget is out for consultations
Cllr Bignell advised that he is still lobbying re Sandy Lane, as people are still driving the wrong way and, he has put in a request to find out about when the street cleanser will collect leaves from around The Avenue
Cllr King: It is International Women's Day on 7th March, nominations can be made via the WNC website. She advised that she had been out with Openreach volunteers to check on the homeless in the town, and that there would be a visit from the Reform Party leader shortly.

3020.0 The minutes of the Meeting of the Parish Council held on the 11th November 2025 were confirmed as being accurate and signed by the Vice-Chair.

3021.0 Updates:

- EDF. Noted response that they will be making a final decision on the project in March.
- Field adjacent to the Holiday Inn. No response had been received from WNC. Cllr Fellows would take a look over the next month and report back at the next meeting February
- Councillor Vacancy. Noted that an advert has been included in the Messenger and a poster is on the Parish Council notice board. No responses received to date.
- Climate & Nature (CAN) update: Cllr Strang advised that the group were possibly looking at re-wilding the Churchyard conservation area
- Rights of Way update: Cllr Strang advised that he has a contact in the Rights of Way team and if anyone notices anything on any of the footpaths, to let him know. To be put in Messenger Cllrs Rippon/Davies

3022.0 GENERAL CORRESPONDENCE

3022.1 Flooding - Working Group. Possibility of 7 members, couple still to be confirmed. Cllr Thomason went through the recommendations of the recently published S19 report which is available on the WNC website. The Parish needs to produce an Emergency Plan

3022.2 Annual Parish Community Award. February agenda, Cllrs to look again and let Cllr Curran know of their thoughts February Agenda

3022.3 Brodie Lodge Playing Field – Trustee. Cllr Joy Rippon would be the nominated Cllr, along with Cllr Fellows to the Trust. Cllr Davies would help out where necessary. Noted – receipt of Brodie Lodge AGM papers

3022.4 Annual Parish Meeting: It was agreed that Cllr Fellows would do a presentation on AI and Cllr Davies would speak to the Scouts to see whether they would do a short presentation. Cllr Thomason would speak to WNC Environment/Flood people to see whether they would come along. Cllr Thomason

3022.5 High Street proposals. February agenda February

3022.6 Parish Council meetings: It was agreed to move back to the Brodie Lodge Pavillion as it is more spacious, brighter and better car parking facilities. The costs are to be £15 per meeting date. Clerk
The Council thanks the United Reformed Church for the use of its hall over the last few years (Clerk to write letter to URC).

3022.7 Retention of the domain name florevillage.co.uk. Agreed to hold for another three years.

3022.8 Consultations:

Call for sites – traveller/travelling show. No comments

Active Travel Strategy. No comments
 Local Transport Plan. No comments
 2026/27 WNC Budget. Cllr Fellows to check out and comment
 Received after agenda published
 Smartphone/smart devices in Schools. Cllr Davies to check out and comment
 Private Hire and Tai Vehicle Licence fees. No comments
 Term dates for WNC schools. No comments
 WNC Draft Housing Allocation policy. No comments

3023.0 FINANCIAL/ADMIN

- 3023.1 Finance update: Monthly figures submitted to the Councillors show payments for last few months including current (at time of agenda published).
 Income received during December: Nothing received
 VAT spent: November £152/December £140.65
 Reserves: 50% of Precept £21,130, current ring-fenced reserves £20,000 plus estimated spend to end year £4,000. General reserves £11,500 (figures approx.)
 Cllr Thomason asked about a savings account, clerk to look into but as advised previously it is the signing details that cause the problems with any bank.
 Cllrs Curran, Davies and Rippon agreed to join the Finance Group
- 3023.2 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.
- 3023.3 Budget & Precept. The budget and precept figures were given to the Councillors and discussed at length. Following discussion, it was agreed:
- The Budget would be £44,680 and the Precept request would be £43,680. Income of £1,000 would be used to offset this. Figures attached to these minutes
 - Earmarked reserves remain as:

<i>New Village Hall/land changed to Village Projects</i>	<i>Memorial Garden</i>
<i>Street light replacements</i>	<i>Cenotaph</i>
<i>Flood projects</i>	<i>Seats</i>
<i>Training</i>	<i>Office Equipment</i>
<i>Grants</i>	<i>Any CIL received</i>
	<i>Elections</i>
	<i>Closed Churchyard trees</i>
	<i>Flagpoles</i>
- As Biodiversity is currently listed as earmarked but does not have a plan, this is to be discussed at the next meeting as to whether they remains earmarked or whether it is absorbed into the general reserves.
- The Vice-chair signed the PR1 Precept Form which would be submitted to West Northants Council
- 3023.4 Citizen's Advice request for funding:
Resolved: To give a donation of £200.
- 3023.5 Village Welcome Packs request for funding
Resolved: To pay for the ongoing printing for these welcome packs, approx. £50 per year.
- 3023.6 To note that Cllrs Davies and Rippon are registered with Unity Trust Bank

3024.0 ACCOUNTS FOR PAYMENT: Paid under General Power of Competence

To whom paid	Reason	Total	VAT
SSE (November DD)	Street light electricity	168.09	8.00
NOVEMBER TOTAL PAYMENTS		3125.43	152.00

December payments

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
West Northants Council	Election expenses	101.00	0
Millennium Hall	Rent for library	80.20	0
Sparkx	Replacement/Repair of street light	792.00	132.00

January Payments

To whom paid	Reason	Total	VAT
HMRC	PAYE	292.78	0
G Fellows	Website domain payment	60.36	10.06
SSE	Street light electricity	197.80	9.42
Unity Trust	Service charge	6.00	0
Total		1386.50	19.48

SSE	Street light electricity	181.70	8.65
Unity Trust	Service charge	6.00	0
DECEMBER TOTAL PAYMENTS		2478.24	140.65

Agreed at meeting

To whom paid	Reason	Total	VAT
ACRE	Subscriptions	42.00	7.00
Citizens Advice	Grant	200.00	0
JANUARY TOTAL PAYMENTS		1628.50	26.48

3025.0 PLANNING

3025.1 Application: 2025/4897/FULL. 11 Chapel Lane. Replacement of 2 ground floor windows. Retrospective due to time constraints. Response submitted: The Parish Council has no objections to this application which does not adversely affect the conservation area and is in line with our Neighbourhood plan

3025.2 Application: 2025/5069/FULL. 44 High Street. Erection of 2 new garden buildings and extension of gravel driveway parking area. Retrospective due to time constraints: Response submitted: The Parish Council has no objections to this application which will not be detrimental to the street scene and is in line with our Neighbourhood Plan.

3025.3 Application: 2025/5070/LBC. 44 High Street. Erection of 2 new garden buildings and extension of gravel driveway parking area. Retrospective due to time constraints: Response submitted: The Parish Council has no objections to this application which will not be detrimental to the street scene and is in line with our Neighbourhood Plan.

3025.4 Application: 2025/4250/FULL. The Firs 58B High Street. Amended Plans. Part ground floor and part first floor side extension with annexe above existing garage, single storey rear extension and single storey porch extension. Changes to front boundary wall. Retrospective due to time constraints. Response submitted: The Parish Council has no objections to this application which will not adversely affect the street scene, will be beneficial to the householder and is in line with our Neighbourhood Plan

3025.5 Application: 2025/5016/FULL. Beech Hill, 27 High Street. Replacement fascia, soffit, barge boards, guttering and down-pipe. The Parish Council has no objections to this application which will not affect the street scene and is in line with the Neighbourhood Plan

3025.6 Application: 2025/0067/FULL. 2 John Campbell Close. Single storey side extension
The Parish Council does not object to the proposal in general but believe that the details do not meet Neighbourhood Plan standards of high quality design. The flat roofed utility at the front of the building is in detail inappropriate. The main house is a kind of "neo- Georgian" whilst the deep overhanging and very visible fascia at an angle to the wall is entirely out of context. A parapet or very slim flush trim detail may be more appropriate or even a 'lean to' roof with cut out for the first floor window would better maintain the intent of the original design.

3025.7 To note the WNC proposed housing allocation for Flore which is 64 houses allocated in the new Local Plan; and the proposed amended Village Confines boundary which has changes slightly.

3025.8 Application received after the Agenda published but discussed at the meeting due to response time constraints

Application: 2025/5264/FULL. Collins Hill Farm, Hillside Road. Conversion and extension of existing field shelter to a 1 bedroom annexe
Whilst the Parish Council does not object to the creation of an annexe subservient to the main house it is not clear that that is the case here. The site layout plan suggests that the proposed conversion will have its own boundary (outlined in red) and not be within the boundary of the house to which it is supposedly annexed. Indeed, it is not clear from the submitted drawings which is the house out of all the lines on the plan and where its boundaries lie. These may seem minor issues but we consider that it is important that applications are unambiguous

3026.0 REPORTS FROM REPRESENTATIVES ON VILLAGE ORGANISATIONS

3026.1 Brodie Lodge Playing Field. Skateboard ramp installation, likely February.

3026.2 Millennium Hall. Looking at extending as per the planning application, for storage for the library, flag store and Heritage papers. Advert on website/Messenger to ask if people have any other ideas. Cost around £50,000 of which grants/funding would be sought.

3026.3 Commonwealth Flags. Nothing to report.

3026.4 Charities. Nothing to report

3027.0 CORRESPONDENCE RECEIVED

- EDF Solar farm update. 3021
- WNC Land behind Holiday Inn update 3021
- WNC S19 Flood report. 3022.1
- Brodie Lodge Minutes & Financial Statements 3022.3

- e. WNC High Street update. 3022.5
- f. WNC Consultations x 3. 3022.8
- g. Citizens Advice Request for funding. 3023.4
- i. Unity Trust Confirmation that two Cllrs are now registered. 3023.6
- j. WNC Planning applications x 6. 3025.1-6
- k. WNC Parish Satisfaction Survey – sent to Cllrs Higginson/Fellows to complete
- l. NCALC Local Planning satisfaction survey – Cllr Higginson will complete
- m. Resident Plans for proposed LBC changes to property in Kings Lane. Noted awaiting application

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

3028.0 CORRESPONDENCE RECEIVED AFTER AGENDA PUBLISHED

- WNC Application: 2025/5264/FULL. Collins Hill Farm, Hillside Road dealt with under 3025.8
- Resident Complaint that leaves have not been swept up in The Avenue, Cllr Bignell checking on this
- Resident Copy of paperwork submitted to WNC for planning although confirmed no application needed

Items for inclusion at the next meeting

- Flooding Working Group
- Annual Parish Community Award
- Update on the field adjacent to the Holiday Inn
- Councillor co-option if anything received
- Website handover
- Biodiversity Earmarked fund pot
- Savings account

The meeting closed at 2105 hrs

Date of next meetings: 2026 10th February, 10th March, 14th April,
Annual Parish Meeting: 21 April

FLORE PARISH COUNCIL
PAYMENTS MADE 2025-26

	Annual Budget	Nov	Dec	Jan	Spend to Yr End
Grass cutting - Playing field	1,700.00	110.00			1,320.00
Grass cutting - closed churchyard	950.00	110.00			660.00
Grass cutting - PCC/URC	770.00	770.00			770.00
Grass cutting - highway verges	8,000.00	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	160.09			1,404.20
Lights - replacement/new*	1,250.00		660.00		660.00
Bus shelter - maintenance/materials	0.00		173.05	188.38	361.43
Seats/bollards/Gateways/Memorial-replace/maint	0.00				0.00
Bins - litter/dog replacements/repairs	750.00				352.59
flagpoles *	750.00				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	1,015.56	10,155.68
Employer NI contribution	500.00	89.78	89.78	89.78	897.83
Clerk's office rent	210.00	17.00	17.00	17.00	170.00

Office costs	400.00				289.31
Office equipment/ Website running*	150.00			50.30	389.90
Chairman's allowance	200.00				0.00
Subs - NALC etc	1,000.00			35.00	826.22
Training *	500.00				92.00
Insurance	850.00				825.12
Audits	600.00				504.00
Room hire (Council/Library)	350.00		80.20		295.83
Messenger	1,700.00	195.00	195.00		1,293.00
S137 including first aid courses	0.00				0.00
Elections *	500.00		101.00		101.00
Grants *	500.00			200.00	200.00
Bank Charges	100.00	6.00	6.00	6.00	60.00
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
CIL spend	0.00				0.00
Budget total	42,260.00				
Use of income	0.00				
Use of Reserves	0.00				
Precept	42,260.00				
Monthly expenditure Net		2,973.43	2,337.59	1,602.02	31,352.30
VAT		152.00	140.65	26.48	2,217.72
Total Monthly expenditure		3,125.43	2,478.24	1,628.50	33,570.02
Running total		29,463.28	31,941.52	33,570.02	

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

Financial Position as at 31st December 2025

Receipts

Precept	21,130.00	Apr
Messenger (Oliver/RE)	85.00	Apr
WNC litter picking 22/23	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
WNC litter picking 25/6	737.00	November
Total	45,964.60	
Brought forward	43,787.42	
	89,752.02	
Payments to date	31,941.52	
Balance in hand	57,810.50	
Reconciliation with banks		
Unity Trust current account	57,810.50	

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
sub total	£19,998.24

Finance Meeting Minutes Proposal to Council Meeting held on 9th December 2026

**Present: Cllrs Higginson, Fellows
Clerk**

The Budget for 2026/27 is proposed to be £44,680.00. Only income from grass cutting/litter picking to be used to offset this as Messenger income is variable.

The Precept request is therefore £43,680.00 which would equate to rise of 3.36% on last year's figure.

Reserves:

* Earmarked budget headings - Transferred to following year if not spent. Listed below (identified with asterisk above)

- *Closed churchyard trees – due to cost of work to TPO trees in the closed churchyard*
- *Memorial garden – costs include annual mowing/strimming and also separate work to the granite stones*
- *Biodiversity – could be merged into general maintenance as spend is minimal per year (Council to agree)*
- *Lighting replacements/new – to build up pot of possible changing of LEDs in a few years also normal ongoing annual maintenance where required.*
- *Seats/Bollards/Planters – to cover any immediate expenditure on damaged equipment*
- *Flagpoles – to cover any immediate expenditure on damaged equipment*
- *Cenotaph – to cover any immediate expenditure – also to consider new chain in part*
- *Flood projects – to cover expenses needed for flood equipment/training*
- *Elections – build up pot in case of expensive elections/bye elections*
- *Training – money in reserves if any training undertaken*
- *Grants – money in reserves if any applications received*
- *Village Projects – name of pot changed from new hall/land acquisition.*
- *Office equipment – to save for necessary equipment*
- *CIL - Any CIL received will be earmarked for capital projects (to be identified)*

It was considered that, ideally, the general reserves aim to be approximately 50% of Precept

For the start of next year:

Estimated: Earmarked reserves end of the year £24,580 approx (+50% Precept (new) £21,840)

Reserves to be annotated on monthly minutes. Earmarked reserves will also be included in the minutes

Agreed not to use reserves this year in offsetting the budget but to rely on the grass cutting income.

	Current Budget 2025/26	Proposed Budget 2026/27	Comments
Grass cutting – Playing fields	1,700.00	1,700.00	£120 per cut
Grass cutting – PCC/URC	770.00	770.00	Split 350/420 split (URC/PCC)
Grass cutting - Highways	8,000.00	8,000.00	Contract figure and to cover additional cuts if needed
Closed Churchyard Trees*	0.00	0	Church trees have TPOs on (money in reserves)
Grass cutting	950.00	850.00	£120 per cut
Memorial garden *	1,000.00	1,000.00	Extra to jet wash memorial stones
Biodiversity/climate change*	0.00	0	Money in reserves, if needed
General maintenance	100.00	500.00	Spraying/weeding/painting/verge repair
Environment totals	13,020.00	12,820.00	

Lighting replacements/new*	1,250.00	3,000.00	For ongoing maintenance and saving for replacements
Lighting supply	2,200.00	2,600.00	12months of agreed contract price
Bus Shelters	0.00	1,000.00	Replacement panels for Bricketts Lane shelter
Seats/bollards/planters*	0.00	0	Money in reserves if needed
Bins	750.00	750.00	£330 per year emptying (per bin)
Flagpoles*	750.00	0	Money in reserves if needed
Planters	50.00	0	Pot merged with seats
Village Sign	0	3,500.00	Clean/repaint as agreed/removal plus post remedial work
Cenotaph*	500.00	0	Money in reserves if needed
Council Asset Totals	5,500.00	10,850.00	

Clerk's salary	12,350.00	12600.00	Scale Point 35 plus backpay
Clerk's Office costs	210.00	210.00	
NI employers' contribution	500.00	1,000.00	
Employees Totals	13,060.00	13,810.00	

Office Costs	400.00	350.00	1/3 share of office costs with Weedon PC
Chair's Allowance	200.00	200.00	
Loan repayment – Salix	1,830.00	0	Last payment paid August 25
Subscriptions	1,000.00	1,000.00	
Training*	500.00	0	Money in reserves if needed
Insurance	850.00	850.00	
Audits	600.00	650.00	
Meeting Room Hire	350.00	700.00	Mill hall - library / AGM. Poss move back to Brodie Lodge
Messenger	1,700.00	1,700.00	Based on current use/price changes if more pages added.
Grants*	500.00	0	Money in reserves if needed
Bank Charges	100.00	100.00	Increase to £7 standard per month, plus BACS/cheques/cash transactions charged
Village Projects*	1,250.00	1,000.00	Change of pot name from new hall/land
Elections*	500.00	0	Money in reserves if elections called
Contingency	750.00	500.00	
Website	0.00	150.00	Annual charge plus email (gov.uk domain)
Office equipment*	150.00	0	Money in reserves if needed
Office/General Totals	10,680.00	7,200.00	

Flooding issues*	0.00	0	Money in reserves if needed
CIL	0.00	0	
Miscellaneous expenditure	0	0.00	

Proposed budget	42,260.00	44,680.00	
Use of income	0.00	1,000.00	Use of WNC income grass cutting/litter picking
Use of reserves	0.00	0.00	
Proposed precept request	42,260.00	43,680.00	

