BILLING PARISH COUNCIL

Established 1894

Serving Bellinge, Ecton Brook, Great Billing and Little Billing

MINUTES OF THE PARISH COUNCIL MEETING
HELD AT 7.30pm ON MONDAY 13th JULY 2026
AT BERNARD WESTON PAVILION, GREAT BILLING

PRESENT Cllr. Mr. S. Johnson (Chairman of Billing Parish Council)
Cllrs. Mr. D. Brede, Mr F. Brett, Mr R. Chamberlin (Vice Chair), Mr. J. Marlow, Mr. S. Marsh, Mr. P. Nock, Mr. B. Patel, Mr S. Rockall and Mr S. Young.

Also Present: Mrs. C. Goodridge (Clerk to Billing Parish Council)
Mr. P. Marks (Green Space Manager)
PCSO Harrison (Northamptonshire Police)
PCSO Nowell (Northamptonshire Police)
13 Parishioners

Item no		**Action**
099	***Apologies for Absence*** Apologies were received and accepted from Cllrs. Rev. R. Burbidge, Mrs. G Chaggar and Mr. S. Ward. Apologies were also received from Mr. D. Lang (Highways Warden) and Unitary Councillors Mr. M. Deakes and Mr. S. Hays.	
100	***Minutes*** The Minutes of the Parish Council Meeting held on 8th June 2026 (Folio Nos. 052/2026 to 061/2026) were approved and signed as true records.	
101	***To Receive Declarations of Interest Under the Council's Code of Conduct*** None declared	
102	**To receive requests for dispensation** None received	
103	***Public Forum*** • A request was made to reinstate the benches at Little Billing Pocket Park. • Residents of Valley Road / Washbrook Close wanted to make comments and ask questions regarding planning reference **2026/2537/PIP** - 68 Valley Road, Little Billing - Permission in principle for proposed access and development of up to 5 bungalows.	
104 a	***Reports from Outside Agencies*** In the absence of WNC Unitary Councillors, the Clerk reported on their behalf: • That they are still happy to help any residents with failed Blue Badge renewals • Residents have raised concerns about stonework from 3 Elwes Way remaining in the road. WNC advised that its removal is the responsibility of the property owner, and any action would have to be done through enforcement. The Clerk has updated Cllr Deakes that tree removal has now been approved by WNC Planning and asked that WNC handle the situation sensitively in light of the family's circumstances.	

Item no		Action
104 b	***Reports from Outside Agencies (continued):*** In the absence of the Highways Warden, the Clerk reported on his behalf that a number of issues had been identified and reported: • Two bulbs out on traffic lights on Fishponds Road – fixed within five days • Tree blocking pathway just off Manorfield Road - Cleared	
c	PCSO. Harrison and Nowell reported the following: • PCSO Harrison reported that between January and June there had been 17 vehicle thefts across Great Billing, Little Billing and Bellinge, and a further 14 in Ecton Brook. He thanked residents for reporting incidents and providing CCTV footage. Most offences occur between 1:00am and 6:00am. He advised that, whilst the neighbourhood team would like to undertake targeted operations, they are currently only on duty until midnight, and any operation would require the attendance of a Police Constable. Cllr. Rockall asked whether a drone could be used to obtain evidence of offences in progress. PCSO Harrison advised that this would be beneficial; however, it would require a suitably trained and licensed operator, which many officers are not. • Speed Watch operations are being planned, and road names where speeding is a concern are being sought to help identify suitable locations. Cllr. Johnson advised that a resident had informed him that they had reported a theft from the Co-op to the police and provided clear evidence identifying the alleged offender. PCSO Harrison advised that, whilst this was frustrating, no further action would be taken unless the Co-op itself reported the incident as a crime, as the process relies upon the victim reporting the offence. Cllr. Marsh raised concerns regarding illegal electric bikes and e-scooters being ridden at speed through the alleyway between Kingscroft Court and Station Road. Cllr. Young also raised concerns regarding a motorcycle using the pathway between Fishponds Road and Valley Road. PCSO Harrison advised that he and his colleagues would like to undertake an operation to address these issues; however, this would require the involvement of both a Police Constable and a Sergeant and, as a result, has not yet taken place. Cllr. Johnson advised that, should any support be required from the Parish Council to help strengthen the case for such an operation, the police should not hesitate to make contact. Cllr. Nock raised concerns regarding an incident in which a pellet was fired through a resident's window. He advised that the matter had been reported to the police; however, the resident was not provided with a crime reference number.	
105 a	***Planning*** To consider the following planning applications: • **2026/2203/HH** - 75 Ecton Park Road, Ecton Brook - Two storey extensions to the dwelling and rear garden regrading – **No comments or objections** • **2026/2243/TPO** - 32 Penfold Lane, Great Billing - T1: Ash - Pollard to single stem which is to be retained at 4m. Previously pollarded at 6-7m due to decay which is now more extensive resulting in recent main lateral failure - **No comments or objections** • **2026/2256/HH** - 19 Fishers Close, Littler Billing - Two-storey side extension, part construction above the existing garage which is to be retained – No comments or objections – **No comments or objections** • **2026/2372/HH** - 37 Fishers Close, Little Billing - Single storey front porch extension - No comments or objections – **No comments or objections** • **2026/2493/TCA** - 17A Manor Lodge, Elwes Way, Great Billing - Removal of 1x Apple tree due to its impact on nearby stone wall and tree disease. To be replace by a Fig or Pear tree further down the wall - **No comments or objections**	

Item no		Action
105 a	***Planning (continued)*** • 2026/2501/HH - 7 Ham Meadow Drive, Ecton Brook - Outbuilding incidental to main dwellinghouse - No comments or objections – **No comments or objections** • **2026/2537/PIP** - 68 Valley Road, Little Billing - Permission in principle for proposed access and development of up to 5 bungalows – Residents in attendance raised concerns regarding the planning application, including land ownership, increased traffic, construction traffic, and the loss of an existing green area that would be replaced by a new access road. Residents felt the development would have a detrimental impact on the character and appearance of the River Walk and Little Billing Pocket Park. Further concerns were raised regarding the loss of trees, impacts on ecology and biodiversity, and the proposed surface water drainage arrangements, with residents noting that the site is located within a flood plain and seeking clarification on how surface water would be managed. It was also discussed that only one nearby property had been directly made aware of the application and that, were it not for a local WhatsApp group, many residents would not have been aware of the proposal. The Clerk advised that, as this is not a full planning application, there is no requirement for wider neighbour notification. Residents requested that future planning applications affecting the parish be displayed on Parish Council noticeboards to improve public awareness, and it was **RESOLVED** that this be done where practicable. Cllr Marlow proposed that the Council request an extension to the consultation deadline to allow additional time for residents to submit comments, and it was **RESOLVED** that the Clerk contact the Local Planning Authority to request an extension. It was further **RESOLVED** that the Clerk submit an objection to the application on behalf of the Parish Council, incorporating all concerns raised during the discussion. • **2026/2628/TCA** - St Andrews Church Walk - T1 - Lime - Reduce the two limbs overextending over the footpath and towards the housing to reduce the risk of a potential failure - No comments or objections – **No comments or objections**	Clerk
b	The following determinations had been received from WNC: • **2025/5085/FULL** - St Anthonys Cottage, 2 Elwes Way, Great Billing - Conversion of a former Church Hall to a two-bedroom dwelling house with associated internal & external alterations, including 3 No. pitched roofed dormer windows and 1 No. conservation-style roof light - **APPROVED** • **2026/0864/FULL** - 33 Lakeside Drive, Ecton Brook - Proposed single storey extensions to side and rear together with conversion of existing garage to create ancillary accommodation (within main dwelling) - **APPROVED** • **2026/1392/FULL** - Beechide, 30 Penfold Lane, Great Billing - Removal of existing conservatory and build new single storey flat roofed kitchen/diner extension. - **APPROVED** • **2026/1701/TCA** - 17A Elwes Way, Great Billing - Full removal of Poplar tree. Propose to plant two Cherry Blossom trees in place of this tree – **APPROVED** • **2026/1807/FULL** - 11 Penfold Gardens, Great Billing - Detached garage – **APPROVED**	
c	The following enforcement were discussed: • 24 Penfold Lane - Following considerable discussion regarding the expired planning permissions WNN/2021/1028, it was **RESOLVED** that the Clerk be authorised to report a potential breach of planning control to WNC Planning Enforcement Department for further investigation. • 26 Home Farm Close, Little Billing – Update - No further updates since this has been sent to WNC legal team. • 9 Church Walk – Update – The Clerk has submitted an enforcement request to WNC and received an acknowledgement confirming that, due to the number of cases currently under investigation, it may take up to six weeks before any further update is received.	Clerk

Item no		Action
106 a	***Finance*** RESOLVED to APPROVE the following payments from 1st to 30th June 2026.	

Payee Name	Transaction Detail	Power	Amount Paid
D F PHIPPS	Mowing/Strimming May	LA2011S1-8	3423.6
SOUTH NORTHANTS	Replacement G5 Defibrillator pads	LA2011S1-8	65
NORTHAMPTON UKULELE GROUP	Ukulele Group - Billing Fayre	LA2011S1-8	50
SPARKX LIMITED	84 x Light surveys & electric tests	LA2011S1-8	1827.5
N J BARBER LTD	Pavilion cleaning May	LA2011S1-8	380.24
ADDISON PRINT LTD	15 x banners for billing fayre	LA2011S1-8	504.00
Barclaycard	Barclaycard payment	LA2011S1-8	497.97
BCW OFFICE PRODUCTS LTD	Signage for Billing Fayre	LA2011S1-8	120.36
YU ENERGY	Gt & Lt Billing Streetlights May	LA2011S1-8	298.15
CRE8CHANGE	50% of agreed grant	LGA1972S137	2850.00
ESPO	Pitch marker & hand towels x5	LA2011S1-8	262.80
WINSCOME FURNITURE LTD	2 x chair set with trolley	LA2011S1-8	4188.29
WINDOWFLOWERS LTD	48 half baskets on columns	LA2011S1-8	6274.56
BACA WORKWEAR & SAFETY	Grass seed	LA2011S1-8	111.32
SMALL BUSINESS PAYROLL	Salary & payroll Service June	LA2011S1-8	5879.55
CLEAR BUSINESS	Tel & Broadband June	LA2011S1-8	55.44
O2	GSM/Clerk Mobile May	LA2011S1-8	69.27
N J BARBER LTD	Pavilion cleaning June	LA2011S1-8	380.24
FPWM LTD	Pavilion bin collection May	LA2011S1-8	147.84
A J MILLS MASTER MASONS LTD	Repair Lt Billing War Memorial	LA2011S1-8	1509.2
NEST	Clerk / GSM pension June	LA2011S1-8	715.01
NATWEST BANK	Bank charges May	LA2011S1-8	10.85

Charges included in the Barclaycard payment were as follows:

Payee Name	Transaction Detail	Power	Amount Paid
MATRIX ARCHITECTURAL	Pavilion door handle	LA2011S1-8	61.56
TESCOS PFS	Fuel for machinery	LA2011S1-8	15.52
TESCOS PFS	Fuel for GSM truck	LA2011S1-8	120.00
WEST NORTHANTS COUNCIL	Temporary event notice	LA2011S1-8	21.00
DIRECT FUNDRAISING	Charity buckets	LA2011S1-8	82.38
ALDI STORES	Catering for history meeting	LA2011S1-8	5.49
SUPERIOR SERVICES	Replacement keys	LA2011S1-8	18.00
TESCOS PFS	Fuel for machinery	LA2011S1-8	9.74
AMAZON MARKET PLACE	Barley Straw for trough	LA2011S1-8	9.99
TESCOS PFS	Fuel for machinery	LA2011S1-8	16.39
WICKES NORTHAMPTON	Cement & postcrete	LA2011S1-8	68.40
WICKES NORTHAMPTON	Wheelbarrow & hooks	LA2011S1-8	69.50

Item no		Action
106	***Finance (continued)***	
b	Cllr Johnson queried the source of the £4,714 shown under "Miscellaneous Income". The Clerk advised that this related to the return of a historic unused grant from the Little Billing Pocket Park Volunteer Group. The funds have been transferred to earmarked reserves and will be used for improvements at Little Billing Pocket Park. Following this it was RESOLVED that the schedule showing Income and Expenditure compared to Budget up to 30th June 2026 be APPROVED.	
c	RESOLVED that June 2026 bank reconciliation statements for the current, reserve and CCLA account be APPROVED and were duly signed by Cllr. Brett. The account balances as 30th June 2026 were: Current Account £61,207.98 Reserve Account £59,821.41 Investment Account £373,467.74	
d	RESOLVED that the following works authorised by the clerk under the agreed Scheme of Delegation in June be APPROVED:	

Contractor	Works	Reason	Cost (inc. vat)	Date Agreed by Clerk	Budget Codes		
NGU - Wendy Swift	Ukulele Group	Billing Fayre Entertainment	£ 50.00	01/06/2026	4600 Event Expenditure	600 Billing Fayre	
Road Signs UK	signs	New toilet sign & disabled parking only sign for Billing Fayre	£100.30 +vat	03/06/2026	4600 Event Expenditure	600 Billing Fayre	
Currys	New computer monitor	Dual screens required	£99.00	03/06/2026	4150 Capital Equipment	100 Administration	328 EMR - Capital Equipment
South Northants Responders	First Aid Support	Billing Fayre	£220.00	08/06/2026	4600 Event Expenditure	600 Billing Fayre	

e	The Clerk advised that additional authorised signatories were required for both the Parish Council's CCLA Investment and Unity Trust Bank accounts to ensure that payments could be authorised promptly, maintain business continuity during periods of absence, and comply with the Council's Financial Regulations. It was noted that the Chair would be added as a signatory as part of the change in office. Cllrs Nock and Brede volunteered to become additional authorised signatories and, following consideration, it was RESOLVED that they be appointed as authorised signatories for the Council's accounts.	Clerk
f	It was RESOLVED to approve the quotation from Trim & Proper Tree Surgeons Ltd for the sum of £1,200.00 inc. VAT) for tree maintenance within the Bizzy Bears compound and Great Billing Playground. Funds to be taken from playground budget. Green Space Manager (GSM) to arrange a start date.	GSM
g	A grant application was received from Bellinge Pre-School. Members noted that the Green Space Manager, Paul Marks, had visited the site and advised that the Parish Council is unable to undertake the identified repair works, which will therefore be arranged by the Pre-School. Following discussion, it was RESOLVED to award the full grant requested of £5,000.00. The Clerk will arrange for the grant payment to be issued.	Clerk
h	Members considered the request to authorise an additional 14 hours of overtime for the Clerk during June 2026, in excess of the 10 hours previously approved. Following discussion, it was RESOLVED to approve the additional 14 hours overtime.	Clerk

Item no		Action
106	***Finance (Continued)***	
i	In accordance with the Council's Crime & Disorder Policy and Section 17 of the Crime and Disorder Act 1998, consideration was given to the crime and disorder implications of the proposal. The anti-vandal bench will enhance the amenity value of Little Billing Pocket Park while supporting crime prevention and durability objectives. It was **RESOLVED** to approve the quotation from Broxap Ltd for the supply of a galvanised bench at a cost of **£1,015.00 plus VAT**, to be installed by the GSM on the existing concrete base overlooking the waterfall. The Clerk was instructed to place the order.	Clerk
j	It was RESOLVED that the Clerk first approach Yu Energy to seek a discounted three-year electricity contract for the Pavilion, as the Parish Council already holds its street lighting electricity supply with the company. Should Yu Energy be unable to offer a more competitive rate, the Clerk is authorised to proceed with Smartest Energy from 18th October 2026.	Clerk
107	***Other Matters***	
a	Bus Shelter – Wellingborough Road (The Academy Roundabout) Cllr. Brede asked whether Members wished to explore the provision of a bus shelter on Wellingborough Road, near The Academy roundabout, to replace the existing bus stop. It was APPROVED that Cllr. Brede make enquiries with WNC regarding the feasibility of installing a bus shelter at this location. The Clerk will provide Cllr. Brede with the relevant WNC contact details.	Clerk DB
b	Heritage Boards Members noted that the existing parish heritage boards have deteriorated and cannot be repaired to an acceptable standard. It was APPROVED that the boards be replaced and updated with modernised content, including QR codes linking to additional online information. Cllr. Johnson offered to prepare the artwork and obtain quotations for the replacement boards.	SJ
c	Land off Fishponds Road, Adjacent to The Leys Members considered the potential acquisition of the land off Fishponds Road adjacent to The Leys. It was agreed that a working group comprising Cllr.s Marlow, Rockall, Johnson and GSM should be established to consider the operational, financial and maintenance implications of taking on the site. Arrangements will be made for the working group to meet and discuss the matter in detail, with their findings to be reported to a future meeting for further consideration.	
d	Billing Fayre 2026 Debrief and Billing Fayre 2027 Date The clerk gave a debrief of Billing Fayre 2026 and noted that the donkey rides and bouncy castle were cancelled due to extreme temperatures. A minor incident was dealt with by the First Aid team. Councillors welcomed the strong attendance and thanked all councillors, volunteers, staff and participants for making the event a success. It was also agreed that Billing Parish Fayre 2027 would take place on Saturday 26th June 2027 from 1.00 pm to 5.00 pm.	
e	Commemorative Plaque for Cllr. Gardner Members RESOLVED to APPROVE the following wording**: In Memory of Cllr. Graeme Gardner Though his time with us was short, His kindness & dedication left a lasting impression. Remembered with gratitude.** The Clerk was authorised to liaise with D.F. Phipps to arrange the manufacture and installation of the plaque.	Clerk
f	Disposal of Playground Equipment Members APPROVED the disposal form in line with the Council's Asset and Disposal Policy.	
g	Trees and Woodland Bordering Campion Court, Bellinge Members discussed the request from Northamptonshire Partnership Homes to remove the trees and wooded area bordering the rear of Campion Court, Bellinge. Following consideration, it was agreed that further information was required before any decision could be made. The Clerk was	Clerk

Item no		Action
107 f	***Other Matters (continued)*** instructed to request that Northamptonshire Partnership Homes provide an up-to-date report from a suitably qualified surveyor who has inspected the tree roots, for consideration at a future meeting.	
g	Locking of Children's Play Area During Cricket Matches Members considered whether the children's play area should be locked during planned cricket matches taking place on the adjacent recreation ground. Following discussion, it was agreed that the play area should remain open and accessible at all times, with users continuing to use the facility at their own risk. It was further agreed that the signage at both entrances to the Pocket Park should be updated to include warnings relating to cricket / sporting activity and the use of e-scooters. The GSM is to arrange the supply and installation of the revised signage.	GSM
h	Grant Giving Policy Members considered the proposed amendments to the Grant Policy and, having reviewed the revised wording, resolved to approve and adopt the updated policy. Clerk to upload onto the Parish Council website.	Clerk
108	***Updates***	
a	Sporting Update Football season is due to recommence towards the end of August 2026.	
b	Bellinge Field Works including Bin and Goals Members were advised that the new litter bin has now been installed and is in use. The painting of the goals remains outstanding and is with the GSM.	
c	Lakes (inclusive of Cottage Gardens, Watkers and Ecton Brook) Funding opportunities for both Ecton Brook and Watkers Lakes are being explored by Nene River Trust, although progress on Local Nature Recovery Strategies funding has been delayed pending publication of WNC's strategy. The main challenge remains the cost and permitting requirements associated with silt removal. A topographical survey has been arranged for Cottage Gardens Lake for 21 July, with Billing Aquadrome kindly funding the survey. The Nene River Trust has commenced discussions with Anglian Water and the Wildlife Trust regarding potential support, including proposals to address storm drainage issues affecting flows into the Cottage Gardens ponds and Billing Brook.	
d	Relocation of Bellinge Noticeboard Members noted that the relocation has now been completed.	
e	Repair / Replacement of External Parish Noticeboards Members were advised that this remains outstanding and quotations are still awaited from the GSM.	
f	Great Billing Pocket Park Kick Wall Area The Clerk reported that an initial quotation is awaited from Parish & Shires Commercial Services and should be received by the September meeting.	
g	Bank Account Transfer Members noted that the transfer to the new banking arrangements is progressing and is expected to be completed by 14th July 2026.	
h	Great Billing Playground Renovations – Gate & Signage Members noted positive feedback received from a resident regarding the recently completed	

Item no		Action
108 h	***Updates (continued)*** playground improvements. A quotation for the replacement gate is awaited from Parish & Shires, whilst new signage remains outstanding and is with the GSM.	
i	Flower Baskets Members noted a letter of thanks received from Little Billing WI expressing appreciation for the hanging baskets throughout the Parish and the positive contribution they have made to the local environment.	
j	War Memorial Repairs – Little Billing & Great Billing It was reported that repair works to the Little Billing War Memorial have now been completed. Works to the Great Billing War Memorial remain ongoing with A J Mills restoring Jesus and the GSM staining that crucifix and tidying the paving area.	
k	Trees in St Andrews Churchyard Members noted that the tree works application has been submitted by Idverde to West Northamptonshire Council and is currently awaiting determination.	
l	St Andrews Church Clock Cllrs. Burbidge, Johnson and Young, have been told how to reset the clock, so between them they will make the adjustments when necessary.	
m	Parish Street Lights – Repairs and Painting Members noted that the outstanding works remain with the Clerk.	
n	Internal Parish Noticeboard The Clerk advised that the background design work has been completed, and articles will now be added.	
o	Pavilion Toilet Renovations Members were advised that an alternative layout has been prepared by Cllr. Chamberlin and that budget estimates will be sort for consideration for the project viability.	
p	Police Commissioners Grant for New Speed Sign No update was available and the matter remains outstanding with the clerk.	
q	Pavilion Chairs Ther clerk advised that the new chairs are on order and are expected to be delivered within two weeks.	
r	Financial Review Members noted that the review remains outstanding due to annual leave commitments and will be progressed by the Clerk and Cllrs. Marsh and Johnson.	
s	North Northants Scoping Consultation The Clerk advised that correspondence had been sent to Ecton Parish Council, but no response was received. A consultation response had therefore been submitted without this in accordance with the discussion and resolution of the June meeting.	
t	Bin Request at Ecton Brook Lake A letter has been sent to the resident and a formal request for a bin installation has been submitted to West Northamptonshire Council.	

Item no		Action
108	***Updates (continued)***	
u	Bellinge Playground Cllr. Johnson continues to actively pursue progress on the repairs with WNC via Martin Henry, WNC's new Chief Executive.	
v	Bellinge MUGA Cllr. Johnson continues to actively pursue progress on the repairs with WNC via Martin Henry, WNC's new Chief Executive.	
w	Ecogrids on the Entrance to The Leys Members noted that this will be completed when the ground becomes softer by the GSM.	
x	Clearing of Linear Park No update was available.	
y	Refurbishment of Path from Old School Close to Kingscroft Court Members noted that this matter remains outstanding and will be progressed by Cllr. Johnson.	
z	History and Heritage Webpage Members were advised that the webpages have now been created by Cllr. Johnson and will go live when authorisation is received from the History Group.	
aa	Website Improvements Work undertaken by Beach Marketing and Cllr. Johnson has now brought the website into compliance.	
bb	Christmas Community Event Cllr. Rockall advised that he would like to create a working group to progress an idea of providing Christmas Hampers for some of the older generation.	
cc	Land Registry The Clerk advised that this matter has been temporarily placed on hold following advice from Michael Clasper that he may hold the original transfer documents relating to Little Billing Pocket Park.	
dd	Tree Preservation Order Members noted that the WNC Tree Officer has confirmed that the request remains under consideration and a report will be prepared as workloads permit	
ee	Section 106 – Ecton Brook Playground behind Dandelion Close No update was available.	
ff	Health & Safety Training Members were advised that the Council is awaiting confirmation from the training provider that payment may be made by BACS transfer rather than online card payment	
gg	Definitive Map The Clerk confirmed that the annual follow-up request has been submitted to the Definitive Maps Team but is yet to receive a response regarding the pathways at Linear Park and from Fishponds Road along Billing brook to the waterfall.	
hh	Health and Wellbeing Plan Members noted that details of the Health and Wellbeing Plan should be included within the	

Item no		Action
108 Hh	***Updates (continued)*** Summer Magazine if space is available. If not will be included within the winter magazine.	Clerk
ii	Additional Lighting – Bernard Weston Pavilion Driveway Members noted that the lighting installation works have now been completed.	
jj	Truck Recall Members noted that this matter remains on hold with Toyota.	
kk	NALC Bronze Award The bid will be submitted in September.	
ll	Summer Magazine Members were advised that articles have been completed and submitted to the magazine designers for artwork production.	
109	***Councillor Statements***	
a	Cllr. Chamberlin advised that he would be unable to attend the September meeting and gave his apologies in advance.	
b	Cllr. Johnson reported that he and Cllr. Rockall attended the NCALC Larger Parish Council meeting, where a presentation was given by Martin Henry, the new Chief Executive of WNC. During the meeting, they raised concerns regarding the way in which WNC officers and parish councils work together. Following this discussion, Cllr. Johnson was asked to put his concerns and frustrations in writing, which he has since done, and he is currently awaiting a response.	
c	Cllr. Rockall stated that he is still liaising with Matt Smith regarding doing an official opening of the Great Billing Playground.	SJ Clerk
110	**Exclusion of the press and public – due to the confidential nature of the business to be transacted the press and public are excluded from the next item on the agenda:**	
111	The Council noted that the tenders had been opened by Cllr. Johnson and the GSM in accordance with the agreed procedure. It was RESOLVED that Future Rooms be appointed to supply and install the two workshop buildings at a cost of £35,854.00 plus VAT, and that Parish and Shires be appointed to undertake the enabling works, including fencing and groundworks, at a cost of £16,478.00 plus vat. It was further RESOLVED that the project be funded through the allocation of £16,347.00 from EMR 332 – Workshop, £10,675.00 from EMR 338 - Great Billing Pocket Park (replacement path funds not utilised and remaining £25,310.00 from EMR 331 - Pavilion Repairs/Modernisation (leaving a remaining balance of £35,761.00 in EMR 331 for the WC renovation project). It was further agreed that Cllr. Johnson would notify all tenderers of the Council's decision and that the Clerk would update Contract Finder and the Parish Council website accordingly.	Clerk
112	Members were advised that GSM had submitted an expression of interest in acquiring the shipping container currently located within the GSM compound, which needs to be removed from the site to facilitate the construction of the new workshop. A discussion took place regarding the container, and it was noted that the costs associated with its removal and disposal by the Council would run into the thousands of pounds. Following consideration, it was RESOLVED that GSM may take ownership of the shipping container, subject to all costs associated with its removal from the site and transportation and any other related expenses being met in full by GSM. The Clerk will advise GSM of the Council's decision and the conditions attached.	Clerk

Item no		Action
113	Members discussed the management of Clerk overtime and noted NCALC advice that a council of this size would typically require a minimum of 30 hours per week to undertake core statutory and administrative duties, excluding additional projects and non-routine work. However, a review of overtime records showed that, when considered on a monthly basis, the overtime worked is generally below the level that would justify a permanent increase in contracted hours. Members also agreed that the current process of approving overtime through Full Council is inefficient, as approval is considered after the overtime has been worked rather than beforehand. While some overtime cannot be anticipated, such as responding to urgent resident enquiries or unforeseen operational matters, planned overtime, including meetings and additional hours required before or after annual leave, should be approved in advance where possible. Members therefore proposed that the HR Working Group be reconstituted as an HR Committee, including the Chair and Vice Chair, with delegated authority to approve Clerk overtime exceeding 10 hours in any calendar month through a signed overtime authorisation form. The Clerk will prepare revised Terms of Reference for the new HR Committee and draft an overtime authorisation form for consideration and approval at the next Council meeting.	
114	**Date of Next Meeting and Closure** There being no further business the meeting was closed at 22:06pm. The next meeting will be held at 7.30pm on Monday 14th September 2026 at Bernard Weston Pavilion, Penfold Lane, Northampton, NN3 9EF	