BILLING PARISH COUNCIL

Established 1894

Serving Bellinge, Ecton Brook, Great Billing and Little Billing

To Members of the Council:
You are hereby summoned to attend the Billing Parish Council Meeting of the Council at 7.30 pm on Monday 14th September 2026 at Bernard Weston Pavilion, Penfold Lane, Great Billing. **Members of the public and press are invited to address the Council at its Public Forum.**

C.L Goodridge - Clerk 7th September 2026

AGENDA

115 **To receive and approve apologies for absence.**

116 **To receive and approve for signature the minutes of the held-on 13th July 2026 (Folio Nos. 062/2026 – 072/2026).**

117 **To receive declarations of interest under the Council's Code of Conduct related to business on the agenda** (Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting during the transaction of that item of business.)

118 **To receive requests for dispensation –** (Requests for dispensation must be made to the Proper Officer in writing).

119 **Public Forum**
(Members of the public are invited to address the Council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 5 minutes. Representations shall not require a response at the meeting nor start a debate. Members of the public should address the chairman of the meeting, who may direct that a written or oral response be given).

120 To receive any reports from outside agencies including police/highway warden / unitary councillors / resident groups etc. (Outside agencies are invited to address the Council. Any individual contribution will last for a maximum of 5 minutes. Representations shall not require a response at the meeting nor start a debate).

121 **Planning:**

a. To consider the following planning applications:
   - **2026/0978/FULL** - 34 Lakeside Drive, Ecton Brook – Revised plans for double storey front extension
   - **2026/2203/HH** – 75 Ecton Park Road, Ecton Brook - Change to the proposal from 'Two storey extensions to the dwelling and rear garden regrading' to 'Two storey extensions to the dwelling'. Additional site plan showing parking provisions of the site received. Photograph of the frontage showing parking arrangements received. Revised Design and Access Statement omitting garden regrading received.
   - **2026/2582/HH** - 5 Station Road, Great Billing - Construct entrance porch and replace rear conservatory with flat roof garden room

- **2026/3013/TPO** - 22 Penfold Lane, Great Billing - T1: beech - crown lift to a height of 5 metres all round to provide sufficient clearance. T2: multi-stemmed sycamore - crown lift to a height of 5 metres to provide sufficient clearance.
- **2026/3529/LDE** - Certificate (Existing) 21 Lasham Court, Bellinge - Lawful development certificate (existing) for large detached single storey outbuilding.

b. To note any determinations received.

c. Enforcement update –
   - 26 Home Farm Close, Little Billing – Unapproved brick wall on riverbank of Billing Brook
   - 9 Church Walk, Great Billing – Building works in garden
   - 68 Valley Road, Little Billing – Land cleared
   - 24 Penfold Drive, Great Billing – Building works started after three-year implementation window

122 **Finance:**

a. Approval of accounts for payment from 1st July to 31st August 2026.
b. Approval of the schedule showing Income and Expenditure compared to Budget as of 31st August 2026.
c. Approval of the monthly bank reconciliations for June and note the account balances as of 30th June 2026.
d. Approval of the works authorised under the scheme of delegation for the months of July and August.
e. To receive the Internal Control Report for Quarter 1 2025-2026 and to note any matters for attention (already circulated).
f. To approve the annual donation of £500.00 to Royal British Legion in addition to the purchase of the two wreaths at £54.00 including vat.
g. To consider awarding a further six months of grant funding to Cre8Change in the sum of £5,700, and to discuss any associated funding conditions, monitoring requirements, and budget implications.
h. To consider the replacement of the parish line marker at a cost of £265.00 plus VAT through online supplier Sports Equip.
i. To consider the purchase and installation of two new external parish noticeboards from Broxap, comprising one noticeboard at the Great Billing Pavilion (£1,540.00 plus VAT) and one noticeboard at the Little Billing bus stop (£1,320.00 plus VAT), together with carriage costs of £245.00 plus VAT. The total project cost of £3,105.00 plus VAT is proposed to be funded from the Asset Earmarked Reserve.

123 **Other Matters**

a. To consider the future use of the storage container, including whether it should be advertised for sale (e.g. via Facebook Marketplace) or retained and repurposed for council use. Members should note that, if retained, relocation may be required at an estimated cost of £350 plus VAT.
b. To agree a date and time for a meeting of all councillors to discuss potential projects, priorities and objectives for the 2027/28 financial year, to help inform the 2027/28 budget and the Council's work programme.
c. To agree a date and time for the Finance Working Group budget meeting to consider the draft budget and precept requirements for the 2027/28 financial year. Other councillors are welcome to attend.
d. To consider the supporting residents of Valley Road's request to approach WNC to install traffic calming measures to Valley Road.
e. To approve the HR working group to be changed to a committee and agree the terms of reference.
f. To approve the disposal of the old chairs, urn and storage shed as per the asset and disposal policy.
g. To consider the ownership arrangements for the proposed bus shelter on Wellingborough Road, including whether it will be purchased and maintained by the Parish Council or purchased on behalf of West Northamptonshire Council and incorporated into WNC's asset register and maintenance programme.

h. To consider whether to proceed with a formal tender process for the installation of a disabled toilet at the Bernard Weston Pavilion, with an estimated project cost of £35,000, and to discuss funding arrangements and project timescales, including whether to appoint Arctek Designs for the preparation of CAD drawings at a cost of £400.00 plus vat.
i. To consider the Internal Auditor's recommendation that the Open Spaces Maintenance Contract be reviewed, noting there has not been one for within the last five years.
j. To consider a request from West Northamptonshire Unitary Councils Billing Ward Councillors to install fly-tipping prevention signage on Parish Council-owned lamp posts, including multilingual signs highlighting potential fines for offenders, and if agreed to determine whether the Council is willing for the Parish Green Space Manager to assist with the installation of the signs.
k. To consider a request for financial support towards the replacement battery for the defibrillator located at The Elwes Arms Public House, having regard to its availability for community use and existing defibrillator provision within the parish.

124 **Updates (if available):**

a. Sporting update
b. Bellinge Field Goals
c. Lakes (inclusive of Cottage Gardens, Watkers and Ecton Brook)
d. Repair / Replacement of External Parish Noticeboards
e. Great Billing Pocket Park Kick Wall Area
f. Great Billing Playground Renovations – Gate & Signage
g. War Memorial Repair Great Billing
h. Trees in St Andrews Churchyard
i. Internal Parish Noticeboard
j. Police Commissioners Grant for New Speed Sign
k. Pavilion Chairs
l. Financial review
m. Bin request at Ecton Brook Lake
n. Bellinge Playground
o. Bellinge MUGA
p. Ecogrids on the entrance to The Leys
q. Clearing of Linear Park
r. Refurbishment of path from Old School Close to Kingscroft Court
s. Christmas Community Event
t. Land Registry
u. Tree preservation Order Request
v. Section 106 - Ecton Brook Playground behind Dandelion Close
w. Health & Safety Training
x. Definitive Map
y. Health and Wellbeing Plan
z. Additional Lighting – Bernard Weston Pavilion Driveway
aa. Truck Recall
bb. NALC Bronze Award
cc. Summer magazine
dd. Workshop update
ee. Heritage boards
ff. Bank account signatories
gg. Bench for Little Billing Pocket Park
hh. Land off Fishponds Road, adjacent to The Leys
ii. Tree works within Great Billing Playground and Bizzy Bears compound
jj. Cllr. Gardners Plaque
kk. Pavilion Electricity renewal
ll. NPH request to remove trees at Campion Court

mm. Annual Governance & Accountability Return (AGAR) for the year ended 31 March 2026.

125 Councillor Statements

126 **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 items on the agenda:**

127 **To agree the Terms of Tender document for the repair works required to the Parish Street Lighting.**

128 **To discuss staff matters**

129 **Date of next meeting and closure.**