

## BLISWORTH PARISH COUNCIL

Address: 48 Pond Bank, Blisworth, Northamptonshire, NN7 3EL

Email: [blisworthparishcouncil@gmail.com](mailto:blisworthparishcouncil@gmail.com)

Website: <https://parish.blisworthvillage.org>

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Minutes of the Ordinary meeting of Blisworth Parish Council held in Blisworth Village Hall on Monday 7th April 2025 at 7.30 pm.

Present: Cllr S Billing, Chair  
Cllr C Read MBE, Vice-Chair  
Cllr D Wilson  
Cllr B Brown  
Cllr M Field  
Cllr B Ingram  
Cllr N Chandler  
Cllr C Gardner

Cllr Fiona Cole: West Northants Unitary Councillor

Also present: Clerk: Angela Billing  
2 Members of public

### **BPC302/24-25**

**To receive apologies.** Apologies received from Cllr Root and Cllr Hawkins. The Council **resolved** to accept the apologies.

### **BPC303/24-25**

**To receive declarations of interest under the Council's Code of Conduct related to business on the agenda.**

Councillors are reminded that if they have either a Disclosable Pecuniary Interest or other interest in any of the agenda items then they should declare the interest and withdraw from the debate or meeting as appropriate.

**Cllr Billing declared an interest in item BPC321/24-25 (e). Cllr Brown declared an interest in item BPC309/24-25 (a).**

### **BPC304/24-25**

To receive and approve for signature, the minutes of the Ordinary meeting held on 03/03/2025. Approved.

### **BPC305/24-25**

To note any matters arising from the minutes not included on the agenda for report only. None noted.

### **BPC306/24-25**

Clerk's report circulated separately. **Noted.**

### **BPC307/24-25** Public Session:

- a. District Councillor Report. Verbal report received. District Councillor to liaise with Blisworth Parish Council and attend future Blisworth Parish Council meetings.
- b. Members of the public.
  - (i) A member of the public discussed the village directory and updates required and plans for VE Day 80 celebrations.

### **BPC308/24-25**

**Response to issues raised in the public session.**

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- a. District Councillor Report. **Action:** Clerk to liaise with District Councillor regarding ongoing planning developments in the parish.
- b. (i) Action: Clerk to add to May agenda.

### **BPC309/24-25**

Planning and Development.

	<b>Application &amp; Date Comments Due</b>	<b>Location</b>	<b>Description</b>
a.	2025/0870/FULL  Comments by 02/04/2025	32 Stoke Road Blisworth NN7 3BT	Erection of single storey rear extension, installation of ramp at rear and erection of two additional rear dormer windows.
	<b>RESOLVED: No Comments</b>		
b.	2025/0203/FULL Revised plans  Comments by 09/04/2025	Church House, 1 Church Lane, Blisworth, NN7 3BX	Removal of conservatory, erection of single storey extension, replacement porch, loft conversion, replacement windows, and internal alterations
	<b>RESOLVED: No Comments</b>		
c.	VMO2 76558_Community engagement - Replacement Mast at M1 Junction 15A Services. Discuss options and agree next steps.		
	<b>RESOLVED: No Comments</b>		
d.	Follow up Harworth Group Newsletter - Junction 15 Employment Development. Discuss options and agree next steps.		
	<b>Action:</b> Clerk to forward correspondence to Cllr Fiona Cole.		
e.	WA0210001 Grand Union Canal Transfer - EIA Scoping Notification and Consultation. proposed Grand Union Canal Transfer. Discuss options and agree next steps.		
	<b>RESOLVED: No Comments</b>		

### **BPC310/24-25**

Correspondence from social media: Update from Cllr Read.

Report circulated separately. Noted resident's concerns regarding lack of horse riders road warning signage.

**Action:** Cllr Brown to add to Traffic Working Group actions.

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### **BPC311/24-25**

#### **Police & Neighbourhood Watch Scheme: Update from Cllr Read.**

Report circulated separately. Noted Cllr Read was able to obtain free Neighbourhood Watch window stickers which were distributed with the parish council newsletter.

### **BPC312/24-25**

#### **Report on data from SID/VAS devices and Traffic Working Group:**

a. **Update from Cllr Read and Cllr Brown.**

SID/VAS devices all working. Cllr Brown met with Cllr Grant to discuss signage on the Roade Bypass. Cllr Grant is to arrange a meeting with Cllr Phil Larratt.

b. **Discuss new pole and Speed Indicator Device (SID) on Stoke Road and agree next steps.**

**RESOLVED:** To change the position of the pole to the corner of Buttmead.

**Action:** Cllr Read to submit map with new pole location. Clerk to submit amended details for the Section 50 licence.

### **BPC313/24-25**

#### **Report on Youth Parish Council: Update from Cllr Read.**

Another successful session. Full update next month.

### **BPC314/24-25**

#### **Gateway Update: Update from Cllr Wilson.**

Report circulated separately. Noted: Cllr Wilson requested an amendment to the Community Liaison Group Meeting notes to record the correct number of vehicles travelling through the village: up to 400,000 per month total vehicle movements past the village boundaries. S106 grants from SEGRO development: 5 year time limit from the commencement of the construction for half of the funds and a 5 year time limit for the second half of the funds from the commencement of the first occupation.

### **BPC315/24-25**

#### **Discuss arrangements for Annual Parish Meeting of Blisworth residents and agree next steps.**

Cllr Brown and Cllr Read to lead. All councillors to submit reports on proposed initiatives.

### **BPC316/24-25**

#### **Capital Projects Plan: Progress Update.**

Agreed responsibilities feasibility studies to be submitted for May meeting.

**Action:** Cllr Read to take on added responsibility of reviewing land registry position.

Cllr Wilson will take on the added responsibility of drafting new contracts.

Cllr Read and Cllr Brown will take on the added responsibility of reviewing insurance quotes for the May meeting.

### **BPC317/24-25**

#### **Village Maintenance & Open Spaces:**

a. **Play area: Monthly safety inspection report: Update from Cllr Wilson.**

Report circulated separately. Noted. No other items evident on a visual inspection. Blisworth Parish Council notice board has graffiti and needs cleaning.

b. **Defibrillator: Confirmation of satisfactory checks and any issues. Update from Cllr Read.**

Monthly check was undertaken and no issues were identified.

c. **Allotments (Blisworth Parish Council Allotments, off Courteenhall Road). Update from Cllr Ingram and Cllr Read.**

**RESOLVED:** To agree renewal of National Allotment Society subscription £70.00.

**RESOLVED:** To obtain 10 new gate keys at an increased cost of £15.00 each.

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**RESOLVED:** Cllr Billing to turn the water back on at the allotments and Clerk to write to tenants noting increased costs of water and to remind tenants to use water butts to off-set costs of water.

**Action:** Cllr Field to obtain quotes for the clearance of the rubbish at the allotments.

**Action:** Clerk to contact tenants regarding notice to clean notices issued.

d. **Closed Cemetery: Update from Cllr Billing.**

The Graveyard shift team has been clearing and planting up more areas in the Closed Cemetery. Awaiting quotes for work on the central path.

e. **Bridleway between Courteenhall Road and Buttmead. Discuss quotes for bridleway signage and agree next steps.**

Cllr Chandler submitted quotes for bridleway signage. **RESOLVED:** To obtain four signs (£15.00 each plus cost of delivery).

f. **Discuss Obscured Street Lighting Report and agree next steps: Update from Cllr Chandler.**

Cllr Chandler submitted quotes for clearance of tree branches obscuring the street lights where the trees are growing from parish council land.

**RESOLVED:** To agree quote for £300.00 to cut back and clear vegetation.

**Action:** Cllr Chandler to identify properties with trees that are obscuring the street lights.

Clerk to check procedure for contacting residents regarding vegetation obscuring street lights.

g. **Discuss quotes for outdoor Folding cart/wheel barrow and agree next steps.**

**RESOLVED:** To agree quote for up to £60.00 for cost of a folding cart plus delivery.

### BPC318/24-25

**Discuss draft Asset Register and agree next steps.**

Deferred to May meeting. Cllr Read to update assets check information.

### BPC319/24-25

**Review Code of Conduct and agree next steps.**

**RESOLVED:** To adopt new NCALC Code of Conduct template.

### BPC320/24-25

Internal Control:

a. **Internal Control Checklist: Update from Cllr Field.**

Quarterly check was undertaken by Cllr Billing and Cllr Field and no issues were identified.

b. **Financial & Management Risk Assessment:**

**To receive declarations of gifts/hospitality and review record of gifts/hospitality received by Councillors or the Clerk to date.**

None Received.

### BPC321/24-25

Finance & Administration

Banking Issues:

a. **Bank reconciliation.**

Bank Reconciliation to 31/03/2025 to close off 2024-2025 Financial year: **£93,616.12**

Bank Reconciliation to 07/04/2025:

UNITY TRUST CURRENT ACCOUNT      £7,576.37

SKIPTON SAVINGS ACCOUNT            £86,322.58

Cheques                                      £60.00

Total:                                        **£93,958.95**

Noted increase costs for website host. Cllr Read has undertaken necessary updates. **Action:** Clerk to undertake upgrade and contact web hosting company.

b. **Finance Working Group Meeting Report: Update from Cllr Gardner.**

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Report circulated separately. Noted.

- c. **Review draft reserves allocations for end of financial year 2024-2025 and agree next steps.**

Agreed.

- d. **Review draft Capital Projects Budget and agree next steps.**

**Action:** Councillors to consider options for May meeting. Council to obtain residents' opinions and ideas at the May meeting for the parish residents.

- e. **To note receipts and approve payments including any others that arrive after publication of the agenda.**

**RESOLVED:** To note receipts and agree the payments listed in Appendix I.

### **BPC322/24-25**

#### **Councillors' reports and items for future agenda.**

Cllr Chandler: Only some of the work on Stoke Road path has been completed by the Justice Team and nettles are now beginning to impinge on the footpath. **Action:** Clerk to add options to May agenda.

Clerk: Review health and safety of Ash Tree in the Closed Cemetery. **Action:** Clerk and Cllr Ingram to obtain quotes to survey the tree.

### **BPC323/24-25**

#### **Council Surgery – Resolve to agree on a representative(s) from the Council for the next Council Surgery.**

**RESOLVED:** Cllrs Billing, Chandler, Wilson and Ingram to attend.

### **BPC324/24-25**

**To agree the date of next meeting 12/05/2025 at 7:30 pm.** Agreed.

### **BPC325/24-25**

#### **Close.**

The meeting closed at 9.40 pm.

Signed:

Chairman..... Date:

Please see the clerk for a copy of the signed minutes.

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## Appendix I

### Receipts April Meeting

Date	Time	Description	Credit Ref/Debit Ref	Paid In	INTEREST	ALLOTMENTS - RENTS	ALLOTMENTS - PLOT DEPOSIT	ALLOTMENTS - KEY DEPOSITS	PRECEPT	GRANTS	VAT REFUND	OTHER	TOTAL	Bank
02-Apr-25	07:28	Allot Fee	Allot/31-32	£20.00		£20.00							£20.00	UT
02-Apr-25	08:29	Allot Fee	Allot/4	£10.00		£10.00							£10.00	UT
02-Apr-25	08:29	Allot Fee	Allot/34	£10.00		£10.00							£10.00	UT
02-Apr-25	10:40	Allot Fee	Allot/23	£10.00		£10.00							£10.00	UT
02-Apr-25	10:40	Allot Fee	Allot/12	£20.00		£20.00							£20.00	UT
02-Apr-25	11:39	Allot Fee	Allot/47	£20.00		£20.00							£20.00	UT
02-Apr-25	13:48	Allot Fee/Allot Deposit	Allot/1	£50.00		£20.00	£30.00						£50.00	UT
02-Apr-25	18:35	Allot Fee	Allot/59	£10.00		£10.00							£10.00	UT
03-Apr-25	13:19	Allot Fee	Allot/21	£40.00		£40.00							£40.00	UT
03-Apr-25	15:28	Allot Fee	Allot/56	£20.00		£20.00							£20.00	UT
07-Apr-25	18:33	Allot Fee	Allot/58	£30.00		£30.00							£30.00	UT
07-Apr-25	03:25	Allot Fee	Allot/42	£30.00		£30.00							£30.00	UT
07-Apr-25	03:25	Allot Fee	Allot/41	£10.00		£10.00							£10.00	UT
07-Apr-25	03:25	Allot Fee	Allot/5	£20.00		£20.00							£20.00	UT
					<b>£0.00</b>	<b>£270.00</b>	<b>£30.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£300.00</b>	

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## PAYMENTS APRIL 2025 MEETING

Entry No	Meeting date	Statutory Power	Invoice	Payee	Purpose	chq no/DD/BT	Total Amount Including VAT	VAT	Amount excluding VAT
170	07/04/2025	Parish Councils Act 1957, s. 3. Highways Act 1980, s. 301	IV02636732	SSE Electricity	SSE 01/02/2025 to 28/02/2025 Site Ref:AGR0143235 & AGR0143236	UTBT170	£78.02	£4.60	73.42
171	07/04/2025	LGA 1972, s. 215	94	Ian Halliday	Clearance of weeds at Closed Cemetery	UTBT171	£90.00	£0.00	90.00
172	07/04/2025	LGA 1972, s. 215	96	Ian Halliday	Chipping of laurel and removal of waste at Closed Cemetery	UTBT172	£110.00	£0.00	110.00
173	07/04/2025	LGA 1972, s.111	BVH-2024-123	BVH&PFA	Village Hall hire Council meetings x 12	UTBT173	£156.00	£0.00	156.00
174	07/04/2025	LGA 1972, s.111	BVH-2024-124	BVH&PFA	Village Hall hire Additional meetings x 3	UTBT174	£39.00	£0.00	39.00
175	07/04/2025	LGA 1972, s.111	BVH-2024-114	BVH&PFA	Village Hall hire Additional meetings x 1	UTBT175	£13.00	£0.00	13.00
176	07/04/2025	Highways Act 1980, s.274	424 002678867	West Northants Council	Section 50 Licence for VAS Pole Stoke Road	UTBT176	£320.00	£0.00	320.00
177	07/04/2025	Environmental Protection Act 1990, s89 (1a)	8722	Shield Ltd	Dog Waste Bins x 13 & Bin x 1 01.03.25 - 31.03.25	UTBT177	£148.20	£24.70	123.50
178	07/04/2025	LGA 1972, s.111	26/02/2025	Lloyds Bank PLC	Credit Card Fee	CC-UTDD178	£3.00	£0.00	3.00

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179	07/04/2025	LGA 1972 s 142 LGA 1972, s111 (1)	2030 4669 2005	IONOS	Website Fee 18/02/2025- 18/03/2025	UTDD179	7.80	£1.30	6.50
180	07/04/2025	LGA 1972, s.111		Unity Trust	Bank charges Unity Trust 01/02/2025- 28/02/2025	UTDD180	£6.00	£0.00	6.00
181	07/04/2025	Allotments Act 1908, s26	31/08/4611	SureGreen	Wooden Posts for Allotment x 10	CC-UTDD181	£50.30	£8.38	41.92
182	07/04/2025	LGA 1972, s.111	5595364	Viking Payments	Toner & Paper Trimmer	CC-UTDD182	£73.87	£12.31	61.56
<b>Totals</b>							<b>£1,095.19</b>	<b>£51.29</b>	<b>£1,043.90</b>

**PAYMENTS APRIL 2025 MEETING**

Entry No	Meeting date	Statutory Power	Invoice	Payee	Purpose	chq no/DD/BT	Total Amount Including VAT	VAT	Amount excluding VAT
1	07/04/2025	LGA 1972, Section 111	7971	Barbara Osborne	Payroll Services Jan 2025 - Mar 2025	UTBT1	85.50	0.00	85.50
2	07/04/2025	Highways Act 1980, s. 96	2324	CutCrew Ltd	Cut to: Area 2 x 2 & Area 1 x 2 05/03/2025 and 19/03/2025	UTBT2	878.86	146.47	732.39
3	07/04/2025	LGA 1972 s 142	29353	Merland Copy Shop Ltd	Printing of Round & About Apr-May 2025 Issue 162	UTBT3	170.00	0.00	170.00
4	07/04/2025	LGA 1972 s112 (2)		A Billing - Salary	Clerk's Salary March 2025 Mth 12	UTBT4	1,011.53	0.00	1,011.53
5	07/04/2025	LGA 1972 s112 (2)	Pension Month 12	Nest Pensions	Nest Pension Employer costs 01/03/2025 - 31/03/2025	UTDD5	41.39	0.00	41.39
6	07/04/2025	LGA 1972 s112 (2)	120PF003233662512	HMRC - Nat. Ins.	HMRC Nat. Ins. Employer Contributions March 2025 Salary Mth 12	UTBT6	38.56	0.00	38.56



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					NCALC Membership: YE2026 NCALC Membership & NALC Membership - Based on Electorate: YE2026 Internal Audit Service (IAS) YE2026 Data Protection Officer Service - YE2026				
7	07/04/2025	LGA 1972, s.111	4300	Northants CALC Ltd		UTBT7	1,123.33	61.20	1,062.13
8	07/04/2025	LGA 1972, s.111	26/03/2025	Lloyds Bank PLC	Credit Card Fee	CC- UTDD8	£3.00	0.00	3.00
9	07/04/2025	LGA 1972 s 142	30	Alan North	Invoice 30 for R&A Alan North Feb-Mar 2025 Iss 162	UTBT9	50.00	0.00	50.00
10	07/04/2025	LGA 1972 s 142 LGA 1972, s111 (1)	2030 4723 0946	IONOS	Website Fee 18/03/2025- 17/04/2025	UTDD10	17.17	2.86	14.31
11	07/04/2025	LGA (Financial Provisions) 1963 s5		A Billing - Expenses	Clerk's Expenses (01.03.2025 - 31.03.2025)	UTBT11	39.60	0.00	39.60
<b>Totals</b>							<b>£3,458.94</b>	<b>£210.53</b>	<b>£3,248.41</b>