



LUTTON Parish Council



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DRAFT MINUTES OF LUTTON PARISH COUNCIL MEETING HELD IN LUTTON VILLAGE HALL ON MONDAY 2ND MARCH 2026 COMMENCING AT 7:30 PM FOLLOWING THE ANNUAL PARISH MEETING

PRESENT: Councillors Karl Brace, Chris Cowdery (Chair), Jill Eaton, Julie Lane, Terry Waites

IN ATTENDANCE: Kerry Rew, Clerk; four members of the public

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| 26.12 | APOLOGIES: none received |
| 26.13 | DECLARATIONS OF INTEREST: none |
| 26.14 | PUBLIC FORUM: A member of the public questioned if the dog bin emptying charge could be challenged now that one of the litter bins has been removed by NNC due to being on private land. Under Section 89 (1) of the Environmental Protection Act 1990 councils have a statutory duty to keep land for which they are responsible clear of litter by providing and emptying litter bins. "Litter" is most commonly assumed to include materials that are either improperly discarded or left by members of the public. Dog waste is regarded separately when disposed of in a dedicated dog waste bin. The Clerk explained that the council charges for emptying dog waste bins to cover additional operational costs and to ensure the waste is disposed of in compliance with health and environmental regulations. The charge was therefore correct as it is specifically for emptying the dog waste bin and is not affected by the reduction in the number of litter bins. |
| 26.15 | WARD COUNCILLORS' UPDATES: None present |
| 26.16 | MINUTES OF MEETING 5TH JANUARY 2026: APPROVED as a true record. |
| 26.17 | FINANCE: <ol style="list-style-type: none">1. The update to the accounts was prepared by the Clerk and circulated prior to the meeting.2. There were three payments presented for authorisation per the schedule below*. RESOLVED. Five pre-authorised payments were made since the last meeting: Clerk's salary for January and February by standing order, bank charges for January and February, and payment for Section 50 Licence.3. An amended budget for 2026/27 was circulated prior to the meeting to include additional operating expenditure for a laptop/software for a new clerk and future possible traffic calming measures. RESOLVED4. The meeting noted an increase in the Unity Bank monthly account fee to £7 effective February 20265. The meeting noted the increase in Section 137 expenditure limit from £11.10 to £11.60 per elector |
| 26.18 | PLANNING & PLANNING APPLICATIONS: <ol style="list-style-type: none">1. It was noted that a review briefing will take place on Wednesday 4th March about the NNC Local Plan. Cllr Cowdery to attend virtually |
| 26.19 | CORRESPONDENCE: <ol style="list-style-type: none">1. The meeting noted a letter of resignation from the Clerk who will step down from the post in the Summer. Recruitment for a replacement has commenced including local advertising, |

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| | <p>directly approaching other local clerks (including Cambridgeshire), and advertising on both NCALC and CaPALC websites.</p> <ol style="list-style-type: none"> 2. As reported at the Annual Parish Meeting, Cllr Cowdery wrote to Cllrs Brackenbury, Brackenbury and Garner, about the surface water flooding. It is unclear which agency (Environment Agency, or NNC) is responsible. Cllr Wendy Brackenbury acknowledged receipt on 20th January, stating she would contact NNC Highways, and that Cllr David Brackenbury would contact the EA. No further update has been received. Cllr Cowdery to follow up. As noted at the Annual Parish Meeting, Cllr Brace reported the flooding incident online and has received confirmation from NNC Highways. 3. The meeting noted that free defibrillator training is available from St John Ambulance. It was considered worthwhile setting up a session in the village hall. Cllr Lane to contact SJA and make arrangements. Clerk to send reminder of contact details. 4. It was noted that a Police Liaison Service guide was received, which could be circulated to the wider community for reference. As Police Liaison Representative, Cllr Cowdery to follow up. 5. It was noted that a Teams meeting will take place on Wednesday, 4th March hosted by the Police Fire and Crime Commissioner for Northants. Unfortunately, this is the same time as the Local Plan briefing noted above (Minute 26.18.1). 6. It was noted that the Nene Rivers Trust is offering an opportunity for funding to assist parishes with Nature Recovery plans. Clerk to forward details of Zoom workshop on Tuesday, 3rd March to Mrs Walsh as the council's representative. 7. The meeting noted a letter from Oundle's Mayor representing the parishes along the A605 (including Elton), to North Northamptonshire Council about the impact of warehousing development at each end of the A605, and the associated traffic issues. Cllr Simon Bywater, (Cambridgeshire County Council, Sawtry & Stilton Division) has also hosted an executive meeting of senior representatives from Peterborough City Council, NNC, Cambridgeshire Highways, and Huntingdonshire District Council to encourage greater cross-boundary co-operation. All three councils agreed to establish an officers' working group to investigate the concerns raised and to explore traffic assessments and wider impacts. PCC will be coordinating this work. 8. It was noted that the public consultation about the NNC Community Governance Review is open until 12th March. All electors may contribute to the consultation, see Community Governance Review North Northamptonshire Council 9. It was noted that NNC has launched a <i>Tailored Energy Advice Service</i>, to help residents understand how they can improve the energy efficiency of their homes, reduce energy bills, and identify suitable retrofit measures. More information is available at http://northnorthants.homewise.energy/ |
| 26.20 | <p>CLERK'S REPORT:</p> <ol style="list-style-type: none"> 1. The Clerk reported that the grant funding of £5000 from Northants OPFCC has been received into the bank account. The Section 50 Licence application for permission to carry out works in the highway was completed and approval received. Silver Fern Agri duly completed the installation of the three mounting posts on 2nd March. The order for the radar speed sign and two extra solar panels was delivered to Cllr Cowdery on 27th February and is being tested by one of the volunteers prior to setting up to go live. A query was raised whether the proposed road markings of 'SLOW' and dragon's teeth at the approach to New Zealand Cottage would be necessary or worthwhile. It was noted that the scope of the project was approved by council at the Parish Council meeting on 27th October 2025, including purchase and installation of road markings (Minute 25.76.1.iv). Further, it was noted that the Conditions of the Funding Agreement, specify that the funding must be used for the purposes set out in the budget submitted with the application (which included £1800 for road markings), or the relevant proportion of the award must be returned to the OPFCC if unspent. |

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| 26.21 | <p>REPORTS FROM COUNCILLORS:</p> <ol style="list-style-type: none"> 1. Cllr Cowdery attended a briefing session by NNC Highways on 19th January and presented a summary of the event. A copy of the slide presentation was circulated to all councillors prior to the meeting. It was noted that <i>Fix My Street</i> should no longer be used to report highway defects. All defects should be reported using the Highway Online Reporting Tool (HORT) on the NNC website. NNC Highways will shortly be rolling out a programme of scheduled parish 'walkabouts,' offering an opportunity to meet their team on site and discuss local highway matters directly. Highways will contact parishes to set this up. 2. Two confirmed quotes were obtained for the grass cutting contract for 2026. These were £45 + VAT per cut from RJC Countryside Management and £60 + VAT per cut from Mowerman Grass and Grounds Maintenance (Wellingborough). It was unanimously AGREED that the contract for 2026 should be awarded to RJC, the same contractor as 2025. RESOLVED Clerk to issue a new contract for signature. 3. There were no new reports regarding footpaths, weeds, or drains |
| 26.22 | <p>DATE OF NEXT PARISH COUNCIL MEETING:</p> <p>Monday, 18th May 2026 – To be preceded by the Annual Meeting of the Council</p> |

The meeting closed at 8:20 pm

*** Payments for authorisation 02/03/26**

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| Ms K Rew - Clerk's expenses Jan & Feb 26 | £20.40 |
| Mrs C Walsh - wildflowers & seeds | £53.14 |
| Cllr Cowdery - Fasthosts SSL certificate | £44.94 |