



# LUTTON Parish Council



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## DRAFT MINUTES OF LUTTON PARISH COUNCIL MEETING HELD IN LUTTON VILLAGE HALL ON MONDAY 18TH MAY 2026 COMMENCING AT 7:30 PM FOLLOWING THE ANNUAL MEETING OF THE COUNCIL

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

**IN ATTENDANCE:** Kerry Rew, Clerk; one member of the public

26.33	<b>APOLOGIES:</b> none received
26.34	<b>DECLARATIONS OF INTEREST:</b> none
26.35	<b>PUBLIC FORUM:</b> A member of the public commented on the profusion of potholes in the area. Cllr Cowdery to report online.
26.36	<b>WARD COUNCILLORS' UPDATES:</b> None present
26.37	<b>MINUTES OF MEETING 2ND MARCH 2026:</b> APPROVED as a true record.
26.38	<b>FINANCE:</b> <ol style="list-style-type: none"><li>1. The update to the accounts was prepared by the Clerk and circulated prior to the meeting.</li><li>2. There were seven payments presented for authorisation per the schedule below*. <b>RESOLVED.</b> Six pre-authorised payments were made since the last meeting: Clerk's salary for March and April by standing order, monthly bank charges for March and April, and two payments for playing field mowing. The meeting noted receipt of the Precept of £4400.</li></ol>
26.39	<b>PLANNING &amp; PLANNING APPLICATIONS:</b> <ol style="list-style-type: none"><li>1. Notification received for Listed Building Consent - Church Cottage, Main Street <b>Ref: 26/00566/LBC</b> This is a retrospective application for work undertaken to build a patio – the Council has no comments to submit</li><li>2. Planning notification received - Piccadilly Farm, Main Street, Lutton, PE8 5ND <b>Ref 25/01825/FUL</b> application to build a detached dwelling. Deadline for comments <b>7th June</b> – councillors to notify Clerk of submission before deadline.</li><li>3. Cllr Cowdery attended a review briefing about the NNC Local Plan which covered long term strategic plans for development. These currently do not affect Lutton, but it was noted that it was important to keep abreast of matters in the wider area.</li><li>4. The meeting noted an application to extend licencing hours at the Village Hall - Premises Licence consultation <b>26/0602/LAPVAR</b> LPC supports the request – no objections</li></ol>
26.40	<b>CORRESPONDENCE:</b> <ol style="list-style-type: none"><li>1. The meeting was advised that three parties had expressed an interest in the Clerk vacancy, but none has come to fruition. It was agreed that there needs to be wider advertising of the vacancy via social media, noticeboards, shops etc, with a focus on general administrative skills, rather than an attempt to recruit an experienced clerk. The Clerk will continue to support the Council on a locum basis for the next three months until the end of August.</li></ol>

	<ol style="list-style-type: none"> <li>2. Despite Cllrs David and Wendy Brackenbury undertaking to contact the Environment Agency and NNC respectively there has been no further update about the surface water flooding. Cllr Cowdery to follow up. Cllr Brace reported that NNC Highways' 90-day window for investigating has passed, and the next deadline will be 10th July. Cllr Brace will continue to chase up the online report.</li> <li>3. Since the last meeting Cllr Lane has set up CPR and defibrillator training from St John Ambulance to take place in June. Details will be confirmed once availability of the Village Hall is established. It was AGREED that the Parish Council would donate £100 to St John Ambulance for this free session.</li> <li>4. Mrs Walsh was not present to give an update about the presentation by the Nene Rivers Trust regarding help with Nature Recovery plans. She will continue to represent the PC in this capacity.</li> <li>5. The meeting noted the NCALC membership survey for councillors – deadline 31st May. Some councillors yet to complete.</li> <li>6. The meeting noted that North Northants Council is offering financial support to eligible residents for heating oil. Application details to be circulated separately.</li> </ol>
26.41	<p>CLERK'S REPORT:</p> <ol style="list-style-type: none"> <li>1. The Clerk reported that the speed sign was set up in March and is operational, though no recorded data has been downloaded yet. The volunteer group requested two additional brackets for the solar panels to make moving the sign easier and quicker. These have been delivered at an additional cost. A design drawing for the road markings has now been received. There remains £1535 from the original £5000 grant to go towards the cost of the road markings yet to be completed. An initial quote from the contractors used by Kier/NNC is considerably higher than the estimate given originally, so LPC will approach road marking contractors directly for alternative quotes. Clerk to submit a progress report to OPFCC detailing grant expenditure and project outcomes by 31st May.</li> <li>2. The grass cutting contract for 2026 has been signed and returned by RJC. The playing field has been mown three times.</li> </ol>
26.42	<p>REPORTS FROM COUNCILLORS:</p> <ol style="list-style-type: none"> <li>1. There were no new reports regarding footpaths, weeds, or drains</li> </ol>
26.43	<p>DATE OF NEXT PARISH COUNCIL MEETING:</p> <p>Monday, 6th July 2026</p>

The meeting closed at 9:00 pm

**\* Payments for authorisation 18/05/26**

Ms K Rew - Clerk's expenses Mar & Apr 26	£20.40
Milton Estates Co - playing field rent	£50.00
NCALC membership	£125.98
Zurich Municipal insurance renewal	£203.38
ElanCity speed sign mounting bars	£85.94
Peterborough Accountancy Services audit & payroll	£150.00
RJC Countryside mowing	£54.00