



LUTTON Parish Council



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DRAFT MINUTES OF LUTTON PARISH COUNCIL MEETING HELD IN LUTTON VILLAGE HALL ON MONDAY 7TH SEPTEMBER 2026 COMMENCING AT 7:00 PM

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

IN ATTENDANCE: Shelby Scott, Clerk; three members of the public

26.5 5	APOLOGIES: none received
26.5 6	DECLARATIONS OF INTEREST: None received
26.5 7	PUBLIC FORUM: There were no comments made from the public.
26.5 8	WARD COUNCILLORS' UPDATES: None present
26.5 9	MINUTES OF MEETING 6TH JULY 2026: APPROVED as a true record.
26.6 0	FINANCE: 1. The update to the accounts was prepared by the Clerk and circulated prior to the meeting. 2. There was four payment presented for authorisation per the schedule below*. RESOLVED. SLCC subscription for new Clerk, payment for Locum Clerk Services, Northampton Line Markings and a Reimbursement for website renewal. 3. The meeting noted VAT repayment of £858.19 for 2025/26 4. The meeting noted requirement to set up digital portal account for 2026/27 AGAR 5. Cllr Eaton's details removed from bank signatories to be confirmed at the next meeting 6. Noted that the changed are pending receipt of new banking information 7. Funding of SLCC joining fee of £5 and annual membership of £84 for new Clerk APPROVED 8. Funding for SLCC online New Clerk training at a cost of £30 per webinar (programme of 5 webinars at a total cost of £150) APPROVED 9. Increase in budget allocated to £500 to fund Clerk's laptop APPROVED 10. Clerks salary pay award of £116.83 by monthly standing order APPROVED
26.6 1	PLANNING & PLANNING APPLICATION: 1. Notification received – Brook Farmhouse, for permission to replace exsisting rotting timber windows and doors, meeting noted that deadline closed on 26th August. 2. Planning notification received – Church Cottage, Main Street Ref

	26/02371/HFUL – for permission to erect an oak- framed garage and home office. No comments submitted by LPC - deadline 15th September. 3. Planning notification received – Church Cottage, Main Street Ref 26/02356/LBC – for permission for an open fronted garage and home office within the curtilage of listed building. No comments submitted by LPC - deadline 22nd September
26.6 2	CORRESPONDENCE: 1. Northants CALC annual conference noted Cllr Cowdery to attend 2. NNC Community Governance review briefing session noted 3. NNC Crisis and resilience fund information noted 4. Contact details for Lee Baron, MP to request attendance at community events noted 5. Public consultation on Cambridgeshire & Peterborough mineral & waste review noted 6. There has still been no update about the surface water flooding from Cllrs David and Wendy Brackenbury.
26.6 3	CLERK'S REPORT: 1. Confirmed contract for new Clerk, commenced 1st September 2026. 2. An application was submitted for casual vacancy and will be decided by co-option ballot at November meeting. Cllr Cowdery confirmed deletion of email address and Cllr Eaton's removal from website. 3. Clerk to follow up with OPFCC to repay £617.88 of unused grant balance.
26.6 4	REPORTS FROM COUNCILLORS: 1. No data downloaded at present. 2. Quotes to be obtained by Cllr Cowdery to cut back the playing field hedge and remove self-seeding saplings. 3. Cllr Brace to dispatch leaflets to residents to gauge interest in allotments. 4. Cllr Cowdery to submit HORT report to NNC regarding potholes.
26.6 5	DATE OF NEXT PARISH COUNCIL MEETING: Monday, 2nd November 2026

The meeting closed at 8:05pm