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**Minutes of the Annual General Meeting of Stoke Bruerne Parish Council held on
Tuesday 20 May 2025 7:30pm**

Parish Councillors Present: Kathryn Dodington (chair), Barbara Osborne, Pat Stimson, David Locke

Also present: Dave Weston (Parish Clerk), WNC Councilor Adam Smith and 8 members of the public

Number	Agenda Item	Action
25/060	To elect a chair of the Council for 2025-2026. Cllr Dodington, proposed Cllr Stimson, seconded Cllr Locke. It was unanimously resolved that Cllr Dodington will be the chair for 2025-2026.	
25/061	To receive the chairs declaration of office. Cllr Dodington signed her declaration of office in the presence of the clerk and the meeting.	
25/062	To elect a vice-chair for 2025-2026 Cllr Osborne proposed Cllr Stimson seconded Cllr Locke. It was unanimously resolved that Cllr Osborne will be the vice-chair for 2025-2026.	
25/063	To receive Declaration of Acceptance, electronic service of summons and GDPR compliance from all councilors. All Councilors duly signed their acceptance of office and other documentation.	
25/064	To receive and accept apologies for absence Apologies were received from Cllr Richardson and Cllr Cole WNC.	
25/065	To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. Cllr Dodington declared under 25/071	
25/066	To receive and approve for signature the minutes of the Council meeting held on 16 April 2025. It was resolved to approve the minutes as a true record of the meeting; they were signed accordingly by the chair.	
25/067	Invitation for questions from members of the public Q: The deliveries at the Navigation are causing problems. KD: I have spoken to both highways and to the police and will do again. Also spoken to the manager and will do again. It was resolved that the clerk will write to the brewery. Q: Is the work on Toppers to the plans, it looks enormous? It was resolved the clerk will write to planning enforcement asking them to check.	KD DW DW

25/068	<p>To agree and adopt documents for 2025-2026. All councillors present agreed to abide by and adopted the following documents for 2025-2026. 068/1 Standing Orders 068/2 Code of Conduct 068/3 Financial Regulations 068/4 Risk Assessment 068/5 Asset Register</p>	
25/069	<p>Invitation to Unitary Councillor to provide update report Cllr Smith outlined the following points that the new WNC Council were looking at: 1/ a review of all expenditure over £500K 2/ reviewing all government directives 3/ getting staff back into the office 4/ a review of the refuse collection service 5/ review of the use of hotels locally to house migrants Cllr Smith also stated the going forward he may not be able to comment on planning applications as he could be sitting on the planning committee. He also asked if parish councils could look at their meetings calendars to enable him and Cllr Cole to attend more meetings. Cllr Smith also said he was aware that WNC are chasing to get more money from developments including the increased development at J15. WNC are also looking to raise taxes from second homes. Cllr Cole report had been circulated to the council prior to the meeting.</p>	
25/070	<p>To receive the Clerks Report All matters were covered in the agenda.</p>	
25/071	<p>To determine and note responses to recent planning applications 2025/1569/FULL. Cllr Dodington left the meeting at 1958hrs. Cllr Osborne taking temporary chair. It was resolved to support the application with the condition that the railings were reinstated. Cllr Dodington returned and resumed the chair at 2007hrs. Cllr Smith will ask why the parish council don't get double the monies for second homes as charged by WNC.</p>	<p>DW AS</p>
25/072	<p>Parish Matters 072/1 Canal Update. Cllr Dodington reported that the canal museum has had power issues, and the canal levels are dropping. 072/2 Roads/Safety. The weight limit signs on the greenway, Rookery Lane and the A5/Shutlanger Road are all being installed. 072/a. Footpath Rookery Lane. Helen Howard from WNC agrees it needs to be done. Money is an issue. It is not the farmers responsibility. 072/b. Bridge Road Repairs. Some microashphalt that is blocking drains will be removed. There is no date yet for the resurfacing from Bridge Road to Wentworth Way. The Stoke Road Railway Bridge is scheduled to be repaired 2-4 June. 072/3 Drains and Gulleys. The drain is badly obstructed by tree routes on Rookery Lane near to house 2-6. Anglian Water and WNC aware. 072/4 Section 106 Monies. There is a meeting with the PC and WNC planners on 2 June and the community group is on 4 June. 072/5 War Memorial, It has been promised by AJ Mills they will have it completed by the end of the week.</p>	

	072/6 Defibrillator. All ok 072/7 Village Green. All ok	
25/073	Playing Field 073/1 Dog Waste bins. It was resolved to use Marcus Young services for this and to ask that both bins at the playing field are emptied weekly. 073/2. Application to rent the field for football. It was resolved to rent the field to the Total Football Academy which Tove FC have joined. The conditions of hiring will include a minimum of 2 hours between the end of one game and the start of another to elevate potential parking concerns. The cost will be £37.50 per game for the first 11 games thereafter £30 per game. Clerk to speak to Jack from Tove and Nigel Blackwell to get the cut back to fortnightly.	DW DW
25/074	Finance and Governance 074/1 The financial report for April 2025 was presented. It was resolved to accept the report. 074/2 It was resolved to pay the following bills: Confidential Expenses (May) £309.68 HMRC (May) £71.00 Smiths of Derby (clock service) £374.40 NJ Blackwell £720.12 Direct Debits £111.48 Bank Charges £5.00	
25/075	WNC Annual Parish Conference 12 June 2025. It was resolved that Cllrs Dodington and Stimson would attend.	
25/076	Assets of Community Value Three remaining assets are to be applied for.	
25/077	Review of the Annual Parish Meeting held on 22 April 2025 It was felt the meeting went well. No other matters.	
25/078	To consider the vacancies on the council following the election. It was resolved to co-opt Pauline Sears onto the council. Pauline signed her declaration of office, GDPR and electronic summons in the presence of the clerk and the council. There is still one vacancy that will be discussed at the next meeting.	
25/079	Immediate Justice. Cllr Locke reported he had heard nothing back from the OPFCC .	
25/080	Welcome letter to new people to the village Carried over to next month.	
25/081	Forthcoming clerk vacancy It was resolved that Cllr Dodington will approach a local clerk.	KD
	Items for the next agenda Nothing	

Meeting Closed at 2046hrs

Date of next meeting: 17 June 2025 7.30pm

Stoke Bruerne Parish Council Financial Report to 30 April 2025	
Bank Statements on 30 April 2025	£31,836.92
Current Account	£21,373.86
Savings Account	£10,463.06
Un-presented payments to 31 March 2025	£0.00
ACTUAL FINANCIAL POSITION on 31 March 2025	£31,836.92
Monies Held on Behalf of Village	
DBT for Clock Maintenance	£142.56
War Memorial Restoration (WARM)	£4,585.00
Monies Ring-fenced as Reserves	
CALC recommended reserve (approximately 50% of precept)	£11,000.00
Parish Council Fund Position on 30 April 2025	£16,109.36
Parish Council Fund bills to be agreed:	
Bills for Payment in May 2025	
Confidential Expenses May	£309.68
HMRC May	£71.00
Smiths of Derby (clock service)	£374.40
N J Blackwell	£720.12
Direct Debits due in May 2025 (Yu Energy)	£111.48
Bank Charges	£5.00
Total Payments for May 2025	£1,591.68
Parish Council Fund Position on 19 May 2025	£14,517.68
Financial Transactions for April 2025	
Urgent Payments made since meeting in April	£0.00
Payments presented in April incl DD and internet payments	£1,988.79
Receipts during April (Precept & NCALC refund for overpayment)	£11,002.00
VAT to be claimed 2025/2026	£382.16

Correspondence List 12 April 2025- 16 May 2025			
Date Circulated	From	Correspondence	Circulated by
13-Apr	DL	Football Charging	DL
13-Apr	DL	Welcome Leaflet	DL
18-Apr	KD	Alderton Water Pipe Repair	KD
01-May	KD	Co-option Pauline Sear	KD
06-May	KD	Message from Cllr Cole	KD
06-May	TR	Drains Rookery Lane	TR
07-May	KD	Meeting with Fiona Cole	KD
12-May	WNC	Weekly planning updates	DW
13-May			
16-May	NCALC	Weekly update	DW
13-May	WNC	Town and Parish Briefing	DW
13-May	NCALC	Planning workshop	DW
13-May	Cllr Cole	Council Tax explanation	DW
13-May	DL	Election Expenses	DL
13-May	DL	J15 Meeting	DL
13-May	NCALC	Training update	DW
14-May	TR	Blocked Culverts	TR
14-May	DL	Fly tipping Greenway	DL
16-May	NCALC	PLR update	DW
16-May	WNC	Stoke Road Ashton Closure	DW
16-May	DW	Football Pitch hire	DW