

Great Oxendon Parish Council

Village Hall, Main Street, Great Oxendon

Minutes of the Annual General Meeting held on Monday 11th May 2026 at 7.30pm

Present: Cllr Patel-Brown (Vice-Chair), Cllr Hogarth, Cllr Barker, Cllr Lindsay-Smith. Ward Councillor: Cllr Irving-Swift

Cllr Patel-Brown chaired the meeting.

5. **Election of Chair** - Cllr Steedman was duly elected as Chairman for 2026/27.
Prop: Cllr Hogarth. Sec: Cllr Lindsay-Smith. Unanimously approved
6. **Election of Vice-Chair** - Cllr Patel-Brown was duly elected as Vice Chairman for 2026/27.
Prop: Cllr Barker. Sec: Cllr Lindsay-Smith. Unanimously approved.
7. **Noted:** Councillors' Declarations of Acceptance of Office Form will be received from Cllr Steedman and Cllr Binns at the next General Meeting of the Parish Council on Monday 8th June 2026.
8. **Apologies for Absence were received from:** Cllr Steedman, Cllr Binns
9. **Declaration of Personal and Prejudicial Interests** under the Councils Code of Conduct related to business on the agenda – None

Cllr Hogarth announced his resignation from the Parish Council following the meeting. The Vice-Chair thanked Cllr Hogarth for his time and dedication during his time as Councillor and wishes Cllr Hogarth all the best for the future.

10. **Minutes of the Meeting held on the 13 April 2026.** Approved. Prop: Cllr. Lindsay-Smith. Sec: Cllr Barker

11. Open Forum

Cllr Irving-Swift gave an update to the Council.

West Northamptonshire Council have increased Council Tax by 4.95% for the new year 2026/27. This new financial year will be the first year that Reform will deliver the budget and plan for the Council.

Potholes – please keep reporting all potholes via the Fix my Street website. Ensure that you use the West Northants website and not the National website. Reporting creates an audit trail and enables Councillors to follow up on outstanding issues more easily.

Golden Stables have been reported for breaches to planning applications again. It has been a long process however Planning Officers are continuing their investigations.

A note regarding the West Northamptonshire Local Plan. The Brampton Valley Way has been mentioned again in the report as a possible re-erection of the former railway line.

The end of year finances from West Northamptonshire Council (2025/26) are still yet to be published.

A note regarding a visit scheduled to the Wormslade Anaerobic digester next week. A representative from Great Oxendon Parish Council will also attend.

Shambala festival held at Kelmash Hall is set to take place again this year.

If anyone has any issues they would like to raise with Cllr Irving-Swift, all are welcome to contact her directly.

Cllr Irving-Swift left the meeting at 19:53

12. Policies

- i. Standing Orders – The policy was re-adopted. Prop: Cllr Lindsay-Smith. Sec: Cllr Barker

13. Insurance Renewal 2026/27 – The quote from Zurich for £363.00 was approved. Prop: Cllr Barker, Sec: Cllr Lindsay-Smith.

14. Annual Review of Councillor Responsibilities

Planning/NH Plan – Cllr Binns TBC
 Highways – Cllr Patel-Brown, Cllr Lindsay-Smith, Cllr Steedman
 Public Rights of Way - Cllr Lindsay-Smith
 Police & Community Safety – Cllr Barker
 Environment - Cllr Barker
 Community Engagement and Communication - Cllr Patel-Brown
 Lighting - Cllr Patel-Brown
 Flag – Cllr Barker/Cllr Lindsay-Smith

Other – Emergency Plan – Steve Hogarth

15. Finance

i. Audit 2025/26

- The **Internal Auditors Report** was received and actions noted.
- **Section 1 Annual Governance Statement 2025/26** was read aloud, all questions answered and the document signed by the Vice-Chair.
 Approved. Prop: Cllr Barker, Sec: Cllr Lindsay-Smith
- **Section 2 Accounting Statements 2025/26** was approved and signed.
 Approved. Prop: Cllr Barker, Sec: Cllr Lindsay-Smith
- The **Certificate of Exemption** was approved and signed.
 Approved. Prop: Cllr Barker, Sec: Cllr Lindsay-Smith

Clerk to submit all documents to the External Auditor. All financial documents for the year ending 2025/26 will be published on the website shortly.

ii. Monthly Payments

Date of Meeting: 11th May 2026					
Payments to be Approved not yet Paid					
DATE	PAID TO	DESCRIPTION	NET	VAT	TOTAL
01/05/2026	Mrs Sarah Smith	Parish Clerk Salary - May'26	380.29	0.00	380.29
06/04/2026	Zurich	Annual Insurance 2026-27 (Inv 554848846)	363.00	0.00	363.00
02/04/2026	Eon	Streetlight Maintenance Jan-Mar'26	26.00	5.20	31.20
Payments to be Approved - Paid via Direct Debit					

DATE	PAID TO	DESCRIPTION	NET	VAT	TOTAL
11/04/2026	BT Group PLC	Telephone and Broadband - Mar'26	37.62	7.52	45.14
02/04/2026	ICO	ZA048894 - Annual ICO Fee	47.00	0.00	47.00
30/04/2026	Unity Trust Bank	Service Charge	7.00	0.00	7.00

The monthly payments were approved. Invoices were circulated prior to the meeting and were signed. Payments are processed as per the Internal Controls policy found on the website.

Approved. Prop: Cllr Barker. Sec: Cllr Hogarth

- iii. Resolution of additional payments not listed above or those paid by direct debit - None

As per the Internal Control policy, the Clerk has delegated powers to spend up to £500 on day to day running expenses.

- iv. The accounts to the 30th April 2026 were presented. These consisted of:

- a. Receipts
- b. Expenditure
- c. Bank Reconciliation
- d. Statement of Reserves
- e. Spend v Budget
- f. Copy of Payments to be Approved.
- g. Bank Statements

All documents were approved and signed.

Approved. Prop: Cllr Barker. Sec: Cllr Lindsay-Smith.

16. Planning and Licensing Consultations:

Planning - None

Consultations/Engagement Activities – None

For all West Northamptonshire Consultation details please visit - <https://westnorthants.citizenspace.com>

17. Update from Councillors with regards to Areas of Responsibility

- i. **Planning and Neighbourhood Plan** – Cllr Hogarth
 - **Emergency Plan** – With Cllr Hogarth due to resign, it was agreed that the Emergency Planning voluntary group would report into the Parish Council. Cllr Hogarth agreed to continue with this as a resident of the village and will provide updates to the Clerk on a regular basis.
 - **Wormslade Digester** – The company has sent an invitation to the Parish Council for a visit to the site near Clipston on the 21st May. Cllr Hogarth to confirm attendance by a representative of the Parish Council.
- ii. **Highways** – Cllr Binns/Cllr Lindsay-Smith/Cllr Steedman
 - **Speed Signs** – Work is ongoing to find a representative from Northants Police that is willing to attend a Parish Council meeting in order to discuss ongoing speed issues on the A508 and share speed data recently obtained from the signs with Councillors.

Further data will be collected and presented on the Parish Council website in due course.

- **Wheelie Bins** – Deferred. Councillor absent.
- **Other Highways Issues**
 - **Potholes** – It was noted that correspondence had recently been received from a resident regarding the large pothole at the junction of Main Street and the A508. Since then WNC Highways/Kier have attended to the site and fixed the pothole in question.
 - Anyone can report Highways issues including potholes to West Northamptonshire Council via the Fix my Street website. Please use this link below rather than the National Highways website. Reports create an audit trail and ensure the Councillors and Ward Councillors can put pressure on Highways to fix serious issues more quickly. If you are unsure of how to report please contact the Clerk.

Reminder: Members of the Public are able to report any Highways issues on West Northamptonshire Council Fix my Street website - <https://fix.westnorthants.gov.uk/>

iii. **Public Rights of Way**

- Rights of Way – It was agreed to ask the grass mowing contractors to quote to remove overgrown vegetation along a footpath. Up to **£350** was pre-approved with the final decision to be made by Cllr Barker once received. **Prop: Cllr Lindsay-Smith. Sec: Cllr Barker**
- Griffin Trail – Cllr Lindsay-Smith is due to meet with Lucy Hawes and the Chair of Braybrooke PC at the start of June to continue discussions on the Griffin Trail. Update at the June meeting.

iv. **Police & Community Safety**

Data from March 2026 – 154 reported crimes vs 144 in 2025 vs 107 in 2024 in the Brixworth/Moulton area.

Although the numbers have increased, this is the number of reported crimes and does not necessarily reflect an increase in the actual number of crimes.

2 Great Oxendon Village – 1 burglary on Braybrooke Road, 1 Justin Park, 1 Clipston, 1 East Farndon, 3 Arthingworth

Please report all crimes whether big or small to the police. This can be done online www.northants.police.uk - Report a Crime or by calling '101'. Please only call 999 in an emergency.

v. **Environment**

- **Grass Mowing** – The mowing season has restarted. The PC noted the care and attention given when mowing the verges by the contractor.
- **General Village Maintenance** - Works to the hedge on Main Street are outstanding and due to be completed in the next couple of weeks. A note was made about the condition of the footpath along the A508 from the village to the railway cottages.
- **Millenium Monument** – A quote was received to purchase 7 bollards to surround the Millenium Monument to deter vehicles from parking over and damaging the slabs. Permission is required from Highways before proceeding. The quote was agreed assuming permission is received. **£898.80 +VAT**

vi. **Community Engagement and Communication** – Cllr Patel-Brown – None

vii. **Lighting** - Cllr Patel-Brown – None

viii. **Audit and Compliance** – None

18. Urgent Matters for report only (Notified to the Chairman before the meeting) – None

19. Date and Time of Next Meeting – The next meeting will be held on **Monday 8th June 2026** at 7:30pm at the Village Hall, Great Oxendon.

For Note - Dates of Future Meetings

Mon Jun 8th 2026

Mon Jul 13th 2026

None August

Mon Sept 14th 2026

Mon Oct 12th 2026

20. The meeting was closed at 20:57



Mrs Sarah Smith, Parish Clerk
Great Oxendon Parish Council

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Web: <https://greatoxendonparishcouncil.gov.uk/>

Date & Signature of Chairman

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19/05/26