Great Oxendon Parish Council

Village Hall, Main Street, Great Oxendon
Minutes of the General Meeting held on Monday 12th October 2026 at 7.30pm

Present: Cllr Steedman (Chair), Cllr Barker, Cllr Binns, Cllr Lindsay-Smith

49. **Apologies for Absence:** Cllr Patel-Brown (Vice-Chair), Ward Councillor: Cllr Irving-Swift

50. **Declaration of Personal and Prejudicial Interests** under the Councils Code of Conduct related to business on the agenda – None

51. **Minutes** - Meeting held on the 13th July 2026. **Approved. Prop: Cllr. Binns. Sec: Cllr Lindsay-Smith.**

52. **Open Forum** – No one in attendance.

53. **Councillor Vacancies//Co-option –** Noted: 3 Vacancies. If you are interested, please contact the Clerk.

54. **Policies**
    i. Code of Conduct
    ii. Financial Regulations
    iii. Internal Control Document
    iv. Banking Arrangements
    v. Flag Flying Policy

    All policies were approved and can be found on our website. **Approved. Prop: Cllr. Barker. Sec: Cllr Binns.**

55. **Noted: Notice of West Northamptonshire Parish Conference 2026: Parishes in Partnership** – Thurs 26th November 10-1pm, The Forum, Towcester

56. **Clerk – Statutory Salary Pay Increase – 3.3%. Approved. Prop: Cllr. Barker. Sec: Cllr Binns.**

57. **Website Design –** Clerk to obtain quotes.

58. **BT Broadband –** Fixed term contract ended. Clerk to obtain competitive quotes.

59. **Finance**

    i. **Monthly Payments**

Date of Meeting: 12 Oct 2026					
Payments to be Approved not yet Paid					
DATE	**PAID TO**	**DESCRIPTION**	**NET**	**VAT**	**TOTAL**
01/10/2026	Mrs Sarah Smith	Parish Clerk Salary - Oct'26	385.25	0.00	385.25
01/09/2026	Mrs Sarah Smith	Expenses - Rymans & Norton Antivirus	26.57	0.00	26.57
03/09/2026	Maidwell Parish Council	SLCC 50% Annual Membership Fee	79.00	0.00	79.00

Initials ……..

23/09/2026	Eon	Street Light Maintenance Q3	26.00	5.20	31.20
Payments to be Approved - Paid via Direct Debit					
DATE	**PAID TO**	**DESCRIPTION**	**NET**	**VAT**	**TOTAL**
24/07/2026	BT Group PLC	Telephone and Broadband - Jun'26	37.62	7.52	45.14
25/08/2026	BT Group PLC	Telephone and Broadband - Jul'26	37.62	7.52	45.14
	BT Group PLC	Telephone and Broadband - Aug'26	43.22	8.64	51.86
31/07/2026	Unity Trust Bank	Service Charge - Jul'26	7.00	0.00	7.00
31/08/2026	Unity Trust Bank	Service Charge - Aug'26	7.00	0.00	7.00
30/09/2026	Unity Trust Bank	Service Charge - Sept'26	7.00	0.00	7.00
Payments to be Approved - Paid by BACS as overdue					
DATE	**PAID TO**	**DESCRIPTION**	**NET**	**VAT**	**TOTAL**
03/08/2026	Thompson Groundcare Ltd	Inv 1204 - Grass Cutting July'26	158.40	31.68	190.08
30/06/2026	Thompson Groundcare Ltd	Inv 1183 - Grass Cutting Jun'26	316.80	63.36	380.16
03/09/2026	Thompson Groundcare Ltd	Inv 1230 - Grass Cutting Aug'26	158.40	31.68	190.08
02/08/2026	BWP Creative	Website Hosting - Annual Sub	207.00	41.40	248.40
05/08/2026	Stephen Hill Gardening	Bus Shelter Clean	20.00	0.00	20.00
01/09/2026	Mrs Sarah Smith	Parish Clerk Salary - Sept'26	455.65	0.00	455.65

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 Binns. Sec: Cllr Lindsay-Smith.

ii. Resolution of additional payments not listed above

Thompson Groundcare – Inv 1250 – Grass Mowing Sept'26 - £ 380.16

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

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

iii. The accounts to the 30th of September 2026 were presented. These consisted of:

a. Receipts
b. Expenditure
c. Bank Reconciliation

Initials ……..

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 Binns. Sec: Cllr Barker.

60. Planning and Licensing Consultations:

Planning

i) **Deadline Passed: 2026/3358/TPO** - Oxendon House, 33 Main Street, Great Oxendon, LE16 8NE - Works to 1x lime tree. Deadline for Comment **9 September 2026**

A note was made that works were carried out before official approval from WNC was obtained. Clerk to write to officer to clarify.

Consultations/Engagement Activities – None

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

61. Update from Councillors with regards to Areas of Responsibility

i. **Planning and Neighbourhood Plan** – Cllr Binns

- **Wormslade Anaerobic Digester** – A note was made about recent correspondence between residents regarding the digester and traffic movements. It is understood that the increase in traffic was due to movements of maize into the site. Cllr Binns to obtain an update from the site on recent and future activities to be expected.

  It was asked that the correct forum is used regarding correspondence regarding the digester and any enquiries or concerns can be directed to the Clerk.

  Update at next meeting.

- **Planning** – A note was made regarding 2 illuminated signs situated alongside the Highway and whether necessary permissions had been sought. Clerk to write the Planning Department/Highways.

ii. **Highways –** Cllr Patel-Brown/Cllr Lindsay-Smith/Cllr Steedman

- **Speed Sign** – It was noted the sign located near Main Street captures vehicles on the A508 before the entry to the village and the 40mph limit rendering the data captured useless. It is also noted that it was possible that 2 readings may be taken as the sign flashes twice on the same vehicle. It was noted that the sign had no battery so data could not be downloaded.

  Enquiries to be made to whether the sign on the lamppost could be hardwired and the other sign to have battery back-up to ensure both function through the winter months with reduced sunlight.

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 - Cllr Lindsay-Smith

Initials ……..

Cllr Lindsay-Smith continues to meet with Lucy Hawes who is co-ordinating the Griffin Trail extension project. Site meetings have taken place with potential contractors to quote for groundworks at the site and discuss potential options for the bridge.

A note was made regarding the upcoming budget and possibly providing a sum of money to build up a reserve for future maintenance costs, insurance, hedge trimming etc that the Parish Council will have to manage.

iv. **Police & Community Safety** – Cllr Barker

Data from June 2026 – 153 reported crimes vs 133 in 2025 vs 124 in 2024 in the Brixworth/Moulton area (1 – Oxendon, 1 Marston Trussell)
Figures from July appeared to read the same – assumed error. (1 – Oxendon, 2 – Kelmarsh)
Aug 2026, 170 v 137 in 2025 and 129 in 2024 (2 – Oxendon, 1 – East Farndon, 1 – Clipston, 6 – Kelmarsh, 4 – Sibbertoft)

Community Speed Watch Group
- Minimum 6 volunteers required
- Can only be carried out between March and October
- Cannot be carried out on the A508 as it is a clearway

The Parish Council voted to **support** the group and spend the **£150** on the speed gun.
Volunteers are now being sought from the village alongside Councillors. All training is provided.

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

A note was made regarding a recent disturbance by some masked men captured on CCTV/doorbell cameras. Please be vigilant.

The village also has a **Neighbourhood Watch WhatsApp group** - all are welcome to join. Please contact the Clerk if you would like to be added.

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** – Cllr Barker

- **Millenium Monument & Parking –** There is continuing dis-regard on parking on top of the Millenium Monument which as now resulted in a further 2 broken paving slabs.

- **Bollards** - While Highways have refused permission for the erection of concrete bollards around the monument, thoughts are to be given to placing large planters around the area to deter the nuisance parking. Cllr Barker to obtain quotes for planters.

- **Parking** – A note was made regarding the ongoing issues re parking at peak times at the Pub and along Harborough Road blocking pavements. It was noted that the pub has made efforts to alleviate issues.

- **Bus Shelter Cleaning** – Defer item. New contractor required.

vi. **Community Engagement and Communication** – Cllr Patel-Brown – Councillor was absent from the meeting.

Initials ……..

vii. **Lighting** - Cllr Patel-Brown – Councillor was absent from the meeting. Clerk has reported lamp near the bus shelter covered by vegetation to Eon – work yet to commence.

viii. **Audit and Compliance** – None

ix. **Other**

Emergency Plan Policy – The volunteer group continues to make progress with the plan. A 'desktop' exercise is now planned at the Village Hall in order to act out a scenario using the Emergency Plan as a draft guide on how best to respond.

If you would like to be a volunteer it would be greatly welcomed. Please contact the Clerk for more information.

Cross Borders Meetings – The next meeting will be held on the 21st of October.

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

63. Date and Time of Next Meeting – The next meeting will be held on **Monday 9th November 2026** at 7:30pm at the Village Hall, Great Oxendon.

For Note - Dates of Future Meetings

Mon Nov 9th 2026
Mon Dec 14th 2026
Mon Jan 11th 2026

64. The meeting was closed at 21:23

S Smith

Date & Signature of Chairman

Mrs Sarah Smith, Parish Clerk
Great Oxendon Parish Council

Email: clerk@greatoxendonparishcouncil.gov.uk
Web: https://greatoxendonparishcouncil.gov.uk/

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16/10/2026

Initials ……..