

DRAFT

Cold Ashby Parish Council

Draft minutes of ordinary general meeting of the Parish Council held on Wednesday October 1st, 2025, in the Playing Field Pavilion at 7.30p.m.

Present: Councillors Harpham (NH), Peel (AP), Alex Taylor (AT), Fiona Taylor (FT), Rachel Williams (RIW) and Richard Williams (RdW). One member of the public. Jonathan Ward-Langman (Clerk, JBW-L).

25.10.01 – Apologies: Councillor Bailey (RB); Councillor Christine Ware (NNC)

25.10.02 - Minutes: minutes of the General Meeting of the Council held on Wednesday September 3rd, 2025, approved unanimously (proposed NH, seconded AP).

25.10.03 - Matters arising: none.

25.10.04 - Open forum: to receive and discuss matters raised by members of the public present at the meeting.

- A member of the public noted that Mr Berry's grave still needed to be re-turfed. (*Action Clerk*).
- A member of the public noted that windows were open at the unoccupied Black Horse public house.

25.10.05 – Accounts:

- Members approved the attached accounts for August and September 2025 unanimously (proposed FT, seconded AT).
- The payments listed at Annex A were authorised unanimously (proposed RdW, seconded NH). Confirmed 75% of insurance premium to be recharged to CAPFA. (*Action Clerk*).
- The forecast budget report for 2025-26 included at Annex B was noted.
- Banking arrangements: Confirmed FT and RdW to be additional signatories on new Unity Trust bank account. (*Action Clerk*).

25.10.06 – Budget/Precept Planning: agreed to consider at November meeting. Clerk to report. (*Action Clerk*).

25.10.07 – Planning matters: none. 2025/1052/FULL Fieldfare Stanford Road now approved.

25.10.08 – Cemetery: Clerk to update on need to review regulations, register and procedures for consideration at November meeting. (*Action Clerk*).

25.10.09 – Defibrillator: RB has checked defibrillator and reported. The Council recorded its thanks to RB.

25.10.10 – Scramblers, Bridle Lane and fly tipping J1 A14: update from Councillor Ware and Clerk considered. To be raised again with Police and WNC. Councillor Ware to be kept informed. (*Action Clerk*).

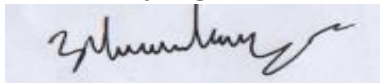
25.09.11 - WNC Parish Conference: FT and AT attending. To raise questions regarding planning enforcement. (*Action FT, AT*).

25.10.12 - CCTV at the Black Horse. Clerk updated. It was noted that the Parish Council has no enforcement powers and that members of the public who are concerned about breaches of their privacy and GDPR should contact the Information Commissioner's Office [Home CCTV systems | ICO](#). The owner (Mr Kuznecovs) has indicated that he will reposition the CCTV camera that covers an area of the highway but has not yet done so. The Council will email him to ask him again to do so. (*Action Clerk*).

25.10.13 - Immediate Justice programme from the Office of Police, Fire and Crime Commissioner Danielle Stone: coordinator to be invited to next meeting (*Action FT*).

25.10.14 - Post: none.

Date of next meeting: Ordinary General Meeting Wednesday November 5th, 2025, in the Playing Field Pavilion at 7.30p.m.

A handwritten signature in black ink, appearing to read 'Jonathan Ward-Langman', is written on a light blue rectangular background.

Jonathan Ward-Langman October 6th, 2025

September 2025								
Date	Account	Category	Desc	Credit/ Debit	£	VAT	Total	Notes
28/08/25	Main	Opening Balance				£0.00	£11,822.67	
28/07/25	Savings	Opening Balance				£0.00	£9,907.64	
29/08/25	Savings	Interest	Interest	Credit	£8.27	£0.00	£8.27	
05/09/25	Main	Clerk's salary & PAYE	Clerk's Salary July-Sept 2025 incl. & backpay	Debit	£809.20	£0.00	£809.20	
05/09/25	Main	Clerk's salary & PAYE	PAYE. July-Sept 2025 incl. & backpay	Debit	£202.40	£0.00	£202.40	
05/09/25	Main	Payroll	DCK invoice 26004	Debit	£30.00	£6.00	£36.00	
05/09/25	Main	Streetlights	Npower IN13830720 (Jan-Mar 2025)	Debit	£257.37	£12.87	£270.24	
05/09/25	Main	Streetlights	Npower IN13830785 (Apr-Jun 2025)	Debit	£164.87	£8.24	£173.11	
17/09/25	Main	Website & email accounts	IONOS (DD)	Debit	£3.00	£0.60	£3.60	
	Main	Total					£1,494.55	
	Savings	Total					£0.00	
	Income (Main)	Total					£0.00	
	Income (Reserve)	Total					£8.27	
Above payments authorised:								
	Clerk							
	Councillor			Main Account			£10,328.12	
	Councillor			Savings account			£9,915.91	
				Month Balance			£20,244.03	
	Date:	September 25th 2025						

Annex A: BANK RECONCILIATION FOR COLD ASHBY PARISH COUNCIL MEETING September 25th, 2025							
Name of smaller authority:		Cold Ashby Parish Council					
County area (local councils and parish meetings only):		West Northamptonshire					
Financial year ending 31 March 2026							
Prepared by (Name and Role):		Jonathan Ward-Langman Clerk/ RFO					
Date:		25/09/2025					
						£	£
Balance per bank statements as at 25/09/2025							
Business Current Account 1045		account 1				£10,328.12	
Business Reserve Account 2605		account 2				£9,915.91	
		account 3					
Petty cash float (if applicable)							£0.00
Less: any unpresented cheques as at 25/09/2025 (enter these as negative numbers)							£0.00
Net balances as at 25/09/2025							£20,244.03

Annex A: Invoices for approval Cold Ashby Parish Council October 1 st , 2025							
Date	Account	Category	Description	Credit/Debit	£	VAT	Total
16/09/2025	Main	Insurance	AJG Community Schemes	Debit	£2,609.23	£0.00	£2,609.23
29/07/2025	Main	Website & email accounts	IONOS (DD, claimed)	Debit	£3.00	£0.60	£3.60
19/09/2025	Main	Training	Cemetery compliance course	Debit	£88.00	£17.60	£105.60
20/08/2025	Main	Audit	NCALC Internal Audit service	Debit	£281.00	£56.20	£337.20
Above payments authorised:							
	Clerk	Jonathan Ward-Langman					
	Councillor						
	Councillor						
	Date:						

Annex B Cold Ashby Parish Council Budget report 2025-26 (N.B. Payments net of VAT as this will be reclaimed)					
-	Actual to September 17 th 2025	Full year forecast 2024-25	Budget 2025-26	Variance (budget vs forecast)	Notes
OPENING BALANCE MAIN	£9,687.21				
OPENING BALANCE RESERVE	£9,870.53				Incl. Interest 31/03/25
RECEIPTS					
Precept	£6,000.00	£12,000.00	£12,000.00	£0.00	
Cemetery charges	£494.00	£530.00	£400.00	£130.00	
S136 Grasscutting (NNC)	£199.88	£682.73	£650.00	£32.73	
Recharge CAPFA insurance	£0.00	£1,900.00	£1,900.00	£0.00	
Interest on reserve	£45.38	£140.00	£140.00	£0.00	
Other grants and payments	£0.00	£0.00	£0.00	£0.00	
VAT reclaim	£0.00	£0.00	£0.00	£0.00	
Transfer to reserve	£0.00	£0.00	£0.00	£0.00	
TOTAL	£6,739.26	£15,252.73	£15,090.00	£162.73	
PAYMENTS					
Clerk's salary & PAYE	£950.40	£3,933.60	£3,600.00	£-333.60	
Payroll	£90.00	£120.00	£60.00	£-60.00	
Office costs	£0.00	£0.00	£25.00	£25.00	
Stationery	£0.00	£0.00	£25.00	£25.00	
Insurance	£2,609.23	£2,609.23	£2,550.00	£-59.23	
NCALC/ACRE subscription	£269.85	£300.00	£290.00	£-10.00	
HMRC	£0.00	£0.00	£0.00	£0.00	
Grass cutting	£1,223.88	£3,088.68	£3,000.00	£-88.68	
Audit	£25.00	£306.00	£250.00	£-56.00	
Room hire	£142.50	£360.00	£360.00	£0.00	
Data protection	£47.00	£47.00	£50.00	£3.00	ICO fee
Training	£90.00	£90.00	£200.00	£110.00	
Website & email accounts	£82.94	£150.00	£150.00	£0.00	
Cemetery maintenance	£0.00	£0.00	£350.00	£350.00	
Consumables/IT	£0.00	£0.00	£50.00	£50.00	
Street Lights	£806.24	£1,460.87	£1,450.00	£-10.87	
Sundry	£334.00	£334.00	£0.00	£-334.00	Reimbursement overpaid cemetery charge
Water charges	£57.88	£100.00	£100.00	£0.00	
General maintenance	£0.00	£300.00	£300.00	£0.00	
S137	£0.00	£0.00	£0.00	£0.00	
Grants	£640.00	£1,000.00	£1,000.00	£0.00	
Small Works/lengthsman	£0.00	£0.00	£0.00	£0.00	
Bus subsidy	£0.00	£750.00	£750.00	£0.00	
Special projects	£0.00	£0.00	£500.00	£500.00	
Contested election	£0.00	£0.00	£0.00	£0.00	
Transfer to reserve	£0.00	£0.00	0	£0.00	

Total Variance				£110.62	
TOTAL PAYMENTS	£7,368.92	£14,949.38	£15,060.00	£110.62	
<u>TOTAL (Surplus/overspend)</u>				£273.35	Payments and receipts
F'CAST CLOSING BALANCE MAIN		£9,850.56			
F'CAST CLOSING BALANCE RESERVE		£10,010.53			

