CHACOMBE PARISH COUNCIL

E-mail: clerk@chacombeparishcouncil.org.uk

Minutes of a meeting of the Parish Council held on **Monday 6th Jul 2026** at **7pm** at **Chacombe Park Care Home**

Present: Cllr Taylor, Cllr Merrow-Smith, Cllr Tustian, Cllr Jenkins.

In attendance – 0 members of the public

15) **Public Time from 7-7:15pm** – None.

16) **Apologies** – Apologies received - Cllr Wright, and Cllr Williams. Apologies accepted – None.

17) **Declaration of interests on items on the agenda** - None.

18) **To approve the minutes of the meeting held on 11.05.26** – The minutes were proposed, agreed, and duly signed.

19) **Outstanding matters/actions from previous meetings**

    a. Status of defibrillators
        i. School site – In absence of Cllr Williams, no update, but no issues reported.
        ii. The Ring – As above

    b. Update regarding possibility of completing first registration of the land owned by the village hall, the allotments owned by the Parish Council (PC), and the playing field currently managed by the Betty Cameron Trust – The Clerk has been investigating the ownership of the lands associated with the Village Hall and had found microfiche documents that needed examining. **Now awaiting further updates from Cllr Wright to make comment.**

    c. Update re damaged and/or missing posts on the verge near the Village Hall - No further update currently. The Clerk had suggested that raising it through fix my street might be effective. **Cllr Taylor to follow this up.**

20) **Planning applications received**

2026/2294/LBC – Wesley House, Wesley Place, Chacombe. Listed building consent for Internal alterations to form a shower room and installation of an external rear vent. Support. *(Response made using delegated powers).*

Planning decisions received

2025/3384/S73 – Apple Tree Barn, Thorpe Road, Chacombe. Variation of condition 2 (approved plans) to make changes to external elevations and internal layout. Revision to parking and garage building including revised siting of Planning Permission 2024/4794/FULL (Change of use and alteration of agricultural building (Use Class Sui Generis) to a dwelling (Use Class C3) and erection of detached garage (to include the removal of existing storage building)) Approved.

2025/4134/FULL – Penny Royal, 19 Thorpe Road, Chacombe. Replacement of single glazed windows with double glazed hardwood units. Approved.

21) **To consider the options for the future of the website:**

The Clerk and Cllr Taylor's accounts have become filled as there is a limit to the storage on the domain site and email accounts have not been functioning. Clerk has researched alternative options; existing provider and with Parish Online.

Options are:

- Remain with the existing website providers, at a cost of £1259.29 + VAT for the hosting only (no support included with this, SSL certificate is extra) for the next 3 years, which includes 2GB storage per email account which is currently not enough for at least 2 of the users.
- Move to the Parish Online website at a cost of £250 for the first year, and £350 for subsequent years, which includes 5GB storage per email account, a .gov.uk domain, an SSL certificate, Clerk control of the e-mail system, and includes support

Decision pending. Cllrs were in favour of changing to Parish Online with the proviso that the current website is able to transition to the new platform. **Cllr Williams and Sheerclass Computing to advise.**

22) Finance

a. Approval of the bank statement balances as at 30.06.26 of £145.22 and £37,840.17 - Cllr Taylor confirmed the balances stated are correct.

b. To confirm completion of the third (Oct to Dec) and final (Jan to Mar) quarterly Internal Controls financial check for 2025-26 - **Cllr Williams to confirm checks have been completed before the clerk publishes the minutes.**

c. To confirm completion of a quarterly asset inspections and agree any actions required - Assets checked and no outstanding issues noted.

d. To note and approve the following payments and receipts: **Defer to next meeting when Clerk is present.**

Payments made since last meeting using delegated powers:

20.05.26	Ecotricity Ltd	Streetlighting April	£72.58
02.06.26	Complete Ground Management Ltd	Grass cutting April	£819.60
02.06.26	Zurich	Annual parish insurance	£396.00
02.06.26	Kirsty Buttle	Salary, office, and exp May 26	£601.98
02.06.26	HMRC	Tax & NI May	£27.36
29.05.26	NEST	Pension May	£43.36
02.06.26	Gallagher	Berry Close Insurance	£380.75
09.06.26	ICO	Data Protection Fee	£47.00
31.05.26	Unity Bank	Account fee	£7.00
22.06.26	Ecotricity Ltd	Streetlighting May	£68.42
24.06.26	Shield Maintenance	Dog bin collection	£109.20
24.06.26	Complete Ground Management Ltd	Grass cutting 21st May	£409.80
24.06.26	Kirsty Buttle	Salary and office Jun 26	£596.98
24.06.26	HMRC	Tax and NI Jun	£26.36
30.06.26	NEST	Pension Jun	£43.36
24.06.26	Kirsty Buttle	Reimbursement - SIM, One Drive, and batteries	£24.65
30.06.26	Unity Bank	Account fee	£7.00

Receipts:

07.05.26	WNC	Grass cutting grant	£820.53
30.06.26	Unity Bank	Interest	£171.33

23) Information exchange

The tree on Middleton Road was reported to Northants Police via 101 who will be following up with Highways.

Playing fields association; Chris Shore is stepping back from his activities due to personal reasons. John Baldry has offered to help out where possible. Possible meeting between the various bodies (PC, Playing Fields and Village Hall) to discuss how best to work together had been postponed and is yet to take place. **Clerk to seek to rearrange at earliest convenience for the 3 parties involved.**

The 'Chacombe Summer Party' will take place on July 18th on Berry Close. The event is being supported by the council, who have asked the fire service to provide a truck for public interest.

Meeting closed @ 7.32pm

Date of next meeting – 7th September 2026

Signed…….. Date……