

GUILSBOROUGH PARISH COUNCIL

Website: <https://guilborough-pc.gov.uk/>
Clerk's Telephone number: 07918329763
Clerk's Email: clerk@guilborough-pc.gov.uk

Date of notice:	18/03/2026
Meeting Date:	23//03/2026

NOTICE OF PARISH COUNCIL MEETING

The Councillors of Guilborough Parish Council ARE HEREBY SUMMONED to attend the Ordinary Meeting of the Parish Council to be held at **Guilborough Village Hall, The Green, Guilborough on Monday 23rd March 2026 at 7.15pm** for the purpose of transacting the business as set out in the Agenda of the Meeting.

Members of the Public and Press are invited to address the Council at its Open Forum session. Under national legislation visual recordings of meetings may also be made by the public and press when they are not lawfully excluded. Your attendance at the meeting signifies your acceptance that you may be recorded.

AGENDA OF THE ORDINARY MEETING OF THE PARISH COUNCIL – 23rd MARCH 2026

<u>No.</u>	<u>Item</u>	<u>Paper</u>
1.	Public Open Forum Session <i>(Members of the public are invited to address the Council. The session will last for a maximum of 15 minutes with individual contributions lasting a maximum of 3 minutes. Representations shall not require a response at the meeting nor start a debate. The Chair of the meeting, who may direct that a written or oral response be given).</i>	
2.	Apologies for absence and acceptance of any apologies	
3.	Declarations of Interest on agenda items only <i>(Councillors with either a Disclosable Pecuniary interest or other interest in any of the agenda items then they should declare the interest and withdraw from the debate or meeting as appropriate).</i>	
4.	Resolution to consider written requests for dispensations on agenda items	
5.	Approve the Minutes of the Ordinary Meeting of the Parish Council held on Monday 9th February 2026	<u>A</u>
6.	Matters arising (for information only) <ul style="list-style-type: none">• Request to WNC for grit bins has been submitted• Annual Parish Event to be held at the Village Hall on Sunday 19th April from 1pm• Wicksteed instructed to carry out surface repairs under the swings for £953.70 + VAT	
7.	No Planning Applications for comment	
8.	WNC's public consultation on the draft Local Plan is open until 27th March 2026. The Council will consider their response	<u>B</u>
9.	Street Light upgrades:- <ul style="list-style-type: none">a) the Council have instructed E.ON to upgrade 7 street lights for £3,511 + VAT utilising the 25/26 budget. Work is expected to commence in April 2026.b) Council to consider upgrading the final 7 street lights to LED. The 26/27 budget is £3,500 + VAT. E.ON's quote for the work is £4,320 + VAT (due to different types of lanterns)	
10.	Cob Barn <ul style="list-style-type: none">a) Quotes for repairs to the cob barn (condition survey)b) Rent Review for tenants	

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11.	Poppy Proposal from Guilborough, Hollowell & District RBL	<u>C</u>																													
12.	Quotes for Treeworks																														
13.	WNC consultation on Parish and Town Council Election Charges	<u>D</u>																													
14.	Approve £400 + VAT fee for a new website with Parish Council Websites and a £25 + VAT per month for hosting and support																														
15.	Governance - Adopt IT Policy, Risk Assessment, Asset Register, GDPR policies	<u>E - H</u>																													
16.	<p>Finance/Legal</p> <p>a) Note income received and payments made since the last meeting:-</p> <table border="1"> <thead> <tr> <th><u>Date</u></th> <th><u>Description</u></th> <th><u>Receipts (£)</u></th> <th><u>Payments (£)</u></th> </tr> </thead> <tbody> <tr> <td>09/02/26</td> <td>YU Energy – street light supply</td> <td></td> <td>£401.06</td> </tr> </tbody> </table> <p>b) Note and approve proposed payments for February 2026:-</p> <table border="1"> <thead> <tr> <th><u>Payee</u></th> <th><u>Description</u></th> <th><u>Amount (£) – inc VAT if applicable</u></th> </tr> </thead> <tbody> <tr> <td>Ciara Wanstall</td> <td>March 26 salary & expenses</td> <td>£596.20</td> </tr> <tr> <td>Guilborough Village Hall</td> <td>Hall Hire February 26</td> <td>£20</td> </tr> <tr> <td>Brixworth Parish Council</td> <td>Bus Subsidy for 59/60 Service</td> <td>£1,443.85</td> </tr> <tr> <td>Elm Tree Ground Maintenance</td> <td>Grass cutting services in Guilborough village, including the church yard and cemetery.</td> <td>£600</td> </tr> <tr> <td>Balfour Beaty</td> <td>VMS repair – West Haddon Road</td> <td>£235.84</td> </tr> <tr> <td>HMRC</td> <td>Q4 – N.I & I.T</td> <td>£562.05</td> </tr> </tbody> </table> <p>c) Bank Reconciliation for period ending 28 February 2026</p> <p>d) Note expenditure to date against the budget</p>	<u>Date</u>	<u>Description</u>	<u>Receipts (£)</u>	<u>Payments (£)</u>	09/02/26	YU Energy – street light supply		£401.06	<u>Payee</u>	<u>Description</u>	<u>Amount (£) – inc VAT if applicable</u>	Ciara Wanstall	March 26 salary & expenses	£596.20	Guilborough Village Hall	Hall Hire February 26	£20	Brixworth Parish Council	Bus Subsidy for 59/60 Service	£1,443.85	Elm Tree Ground Maintenance	Grass cutting services in Guilborough village, including the church yard and cemetery.	£600	Balfour Beaty	VMS repair – West Haddon Road	£235.84	HMRC	Q4 – N.I & I.T	£562.05	<p><u>I</u></p> <p><u>J</u></p> <p><u>K</u></p>
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17.	<p>Councillor Reports:-</p> <p>a) Playground - Chairman b) Highways – Cllr Phillips c) Street Lights – Clerk / Cllr Miller d) Village Trees – Cllr Edwards e) Parish Assets inc Speed Awareness Devices – Cllr Miller</p> <p>f) Footpaths and Rights of Way – Cllr Edwards g) Police Liaison – Cllr Harris h) GPFA Liaison – Cllr O’Neil i) School Liaison – Cllr Smith j) Climate and Nature (CAN) Champion – Cllr Smith</p>																														
18.	Items for Village Link – Chairman																														
19.	Note correspondence and items for the next Council meeting – Monday 13th April 2026																														

Ciara Wanstall

Clerk to the Parish Council