

NOTICE OF PARISH COUNCIL MEETING

1. Please switch off mobile phones as they may disrupt a meeting.
2. Councillors and parishioners are advised that this meeting may be recorded.



Chair: Cllr Jane Marshall
Clerk: Alan Youel
Spratton Parish Council
Tel: (07715) 651904
Email: clerk@sprattonpc.org.uk

9th September 2026, to members of the Council:

You are hereby summoned to attend the **General Meeting of Spratton Parish Council**

To be held **Tuesday 15th September 2026** at **Spratton Village Hall, Spratton** at **7.00 pm** for the purpose of transacting the following business. **Members of the public and press are invited to address the Council at its Open Forum.**

Alan Youel Clerk to Spratton Parish Council

A G E N D A

97.26 Resolution to approve apologies for absence

98.26 Members' declaration of interest in items on the agenda

Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

99.26 PUBLIC FORUM:

An opportunity for individuals present to speak on any items on the agenda for this meeting. The open meeting will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the Chair of the meeting.

100.26 Report from Ward Councillor

101.26 Approval of Minutes

Resolution to receive and approve minutes of the Parish Council meeting held on 15th July 2026.

Resolution to receive minutes of HR Committee meeting held on 20th August 2026.

102.26 Resources

Bank balances, Bank Reconciliations to 31st August 2026. Receipts and Payments report and confirmation of internal controls checks: Council to make resolution to approve.

- a) Resolution to review and approve bank reconciliations
- b) Resolution to review and approve and provide dual signatory on payments July to Sept 2026
- c) Resolution to note income received

103.26 Annual Governance and Accountability Return (AGAR) – Section 3 2025/26

To receive and note the External Auditor's Report for the 2025/26 Annual Governance and Accountability Return (AGAR).

External Auditor Report: <https://www.sprattonpc.org.uk/wp-content/uploads/2026/08/NH0202-S3.pdf>

Recommendation: That Council notes the External Auditor's Report and approves the AGAR 2025/26 Section 3 External Auditor Report.

104.26 Q2 Expenditure against budget review

To review expenditure against budget, RFO to provide an explanation of any significant variances. Presented early due to change of staff.

105.26 Planning

Planning Applications to consider and make resolution:

2026/2889/LBC	St Andrew's Church Church Road Spratton	Restore areas of salt damaged sandstone on the church wall boundary at church way, Spratton
2026/2651/FULL	19 Holdenby Road Spratton NN6 8JD	Construction of a Detached Dwelling and associated parking
2026/2967/COND	Grange Farm Holdenby Road Spratton NN6 8LA	Discharge of conditions 8 (Cycle Parking) 9 (Refuse Storage Facilities) 11 (External Lighting) 12 (Bat and Badger Survey) 15 (Badgers) of Planning Permission 2025/2105/FULL (Conversion of two stables to create two new dwellings with associated landscaping and transport works. The proposal also includes the demolition of two modern steel framed barns and the erection of two double garages)
2026/3324/HH	Moore Bank 1A School Road Spratton NN6 8HY	Remove conservatory to erect single storey side and rear extension with alterations to the external appearance of the existing dwelling

106.26 Governance

Data Protection Training

To consider requiring all councillors to complete the **NCALC "Data Protection for Councillors"** online training course by **31 March 2027**.

Completion of this training will support the Council's compliance with **AGAR Assertion 10**, which requires the authority to have arrangements in place for the effective management of risk, including appropriate governance and data protection practices.

Recommendation: That all councillors complete the NCALC *Data Protection for Councillors* online training by **31 March 2027**, with attendance funded by the Parish Council.

- To review and adopt the [Home Working Policy](#)
- To review and adopt the [Flexible Working Policy](#)

107.26 Noticeboards – Maintenance and Replacement

To consider the prepared report and options regarding the repair or replacement of the Parish Council's noticeboards.

The **Village Maintenance** budget line may be used for repair works. If the Council decides to proceed with replacement, the RFO will propose a possible **virement from an appropriate existing budget heading**, as there is no specific budget provision for noticeboard replacement.

108.26 Community Speed Watch

To appoint Community Speed Watch co-ordinator.

109.26 Cemetery Condition and Upkeep

To receive an update.

110.26 St Andrew's Churchyard Wall – Condition & Proposed Works

To receive an update.

111.26 Local Plan Working Group

To receive an update and consider community engagement and the appointment of additional members to the Working Group.

112.26 Churchyards, Cemeteries and Open Spaces – Mowing/Maintenance Issues (if any):

- a) **Village Handyman:** Weather delaying work on outstanding jobs replacement tree at EVC, rabbit-proof fencing at EVC.
- b) **Cemetery Issues: Transfer of Exclusive Right of Burial**
To consider the transfer of the Exclusive Right of Burial where the current registered owner is unable to provide consent due to lack of capacity.

113.26 Community Issues

- a) **Defibrillator checks:** *Complete as of 13th July 2026.*
- b) **Highway Safety:** *None.*

114.26 Consultations Requiring a Response: *None.*

115.26 Exclusion of press and public

Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and having regard to the confidential nature of the business to be transacted to consider, it is proposed that the Press and Public be excluded from the meeting for agenda item 116.26 & 117.26.

116.26 To receive an update on litigation.

117.26 Staff matters

- To receive HR Committee update on Clerk recruitment.
- Resolution to employ a locum clerk for a period of 3 months.
- To consider handover of Clerk and RFO role.
- To consider purchase of a new laptop.
- To consider purchase of a printer, subject to consultation with the new Clerk as to their requirements.
- NJC Negotiated Award.

118.26 Date of next meeting

20th October 2026, Meeting of the Parish Council.

Signed: Alan Youel

Clerk to Spratton Parish Council