

# Glaphorn Parish Council

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## To Members of the Parish Council:

**You are summoned to attend an Ordinary Parish Council Meeting at 7.30pm on Wednesday November 20<sup>th</sup> 2024 at Glaphorn Village Hall**

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November 7<sup>th</sup>, 2024

## AGENDA

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### Ordinary General Meeting

- 1124.1 Public Open Time
- 1124.2 Apologies for absence
- 1124.3 Declarations of Disclosable Pecuniary or Other Interests
- 1124.4 Approve the Minutes of the Ordinary Parish Council Meeting held on Wednesday October 16<sup>th</sup>, 2024.
- 1124.5 Matters Arising
- 1124.6 Finance
  - a. **Account balance update.**
    - The balance of the Barclays Community Account on October 2<sup>nd</sup>, 2024, was £17,485.60
    - The balance of the Barclays Community Account on October 31<sup>st</sup>, 2024, was £17,399.53
    - The balance of the Barclays Community second Account (60382205) on October 31<sup>st</sup>, 2024, was £100.00.
    - A full set of accounts for October including Income and Expenditure for the Year to date and forecast for 2024/25 is included at Annex A.
  - b. **Review of new Finance Regulations**
  - c. **Review of Parish Clerk's salary.** See Annex B below.
  - d. **Parish Council reserves and transfer of funds to interest bearing account.**  
Clerk to update, awaiting response from Barclays.
  - e. **Budget and precept 2025-26 See Annex C below.**
  - f. **To approve the following payments:**

Payee	Service Provided	Net Cost (£)	VAT (£)	Total Cost (£)	Power
Jonathan Ward-Langman	Parish Clerk Salary (October)	TBC	TBC	TBC	
HMRC	Income tax (October)	TBC	TBC	TBC	
NCALC	Clerk training	42.00	8.40	50.40	
Eon	Streetlighting	104.00	20.80	124.80	
Turney Landscapes	Grass cutting	543.65	108.73	652.38	

**1124.7 Planning:**

- Neighbourhood Plan next steps following “open forum” meeting.
- Proposed warehouses on the A605 - Huntingdonshire Local Plan Update. See email and attachments from Chair, Elton Parish Council and DCh.
- NE/24/00957/FUL Full Planning Permission. Front porch extension, garage conversion and internal reconfiguration, single storey side extension (replacing conservatory), re roof dwelling, new exterior cladding, new windows/doors **Brookfield Main Street Glapthorn Peterborough PE8 5BE** (*N.B. Deadline for comments extended to November 29<sup>th</sup> 2024*).
- NE/24/01032/VAR Variation of (a) Condition(s). Variation of condition 2 (Approved plans) to allow for revised plans - to move the approved timber frame extension from the south gable to the east side of the barn pursuant to NE/24/00269/FUL - Conversion of former agricultural barn to an independent dwelling, to include the construction of a single storey extension to the south gable and re-build of existing outhouse. Church Farm Main Street Glapthorn Peterborough PE8 5BE

**1124.8 Playing Field:**

- Padel Court project update (MM)
- Autumn agronomic maintenance/remedial work incl. funding (MM)
- Update regarding damage to barrier and replacement (Clerk).

**1124.9 Road Safety:**

**1124.10 Grass cutting:** to agree procurement of contract for 2025-26.

**1124.11 ICT upgrade:** Clerk to update.

**1124.12 Strategic Town and Parish Forum - East Northants and Wellingborough - Thursday 21st November 2024:** request for volunteer

**1124.13 Matters for future consideration and matters from Councillors:**

**1124.14 Date of next meeting:** Wednesday December 18<sup>th</sup> at 7.30p.m.



**GLAPTHORN PARISH COUNCIL - FINANCIAL FORECAST P: 7 (October) (NB: Net of VAT)**

	Actual to P7 incl. (Oct. 2024)	Full year forecast	Budget 2024-25	Variance (budget vs forecast)	Notes
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<b>OPENING BALANCE</b>		£9,638.88			
<b>RECEIPTS</b>					
Precept	£16,028.00	£16,028.00	£16,028.00	£0.00	
PCC Grant (VAS)	£4,680.00	£4,680.00	£0.00	£4,680.00	
S136 Grasscutting (NNC)	£309.28	£309.28	£309.28	£0.00	
Other grants and payments	£2,615.40	£2,615.40	£0.00	£2,615.40	Insurance payment, grant for fertiliser, surplus topsoil
<b>TOTAL</b>	£21,017.28	£21,017.28	£16,337.28	£7,295.40	
<b>PAYMENTS</b>					
Clerk's salary & PAYE	£2,055.00	£3,500.00	£3,300.00	£-200.00	
Additional training hours	£96.00	£96.00	£275.00	£179.00	
Office costs	£0.00	£0.00	£150.00	£150.00	
Stationery	£0.00	£20.00	£200.00	£180.00	
Insurance	£577.11	£577.11	£500.00	£-77.11	
NCALC	£270.93	£271.00	£614.00	£343.00	
Internal Audit	£280.00	£280.00	£369.00	£89.00	
ACRE	£35.00	£35.00	£50.00	£15.00	
ICO	£35.00	£35.00	£35.00	£0.00	
External Audit	£0.00	£0.00	£0.00	£0.00	
Training	£352.00	£420.00	£200.00	£-220.00	
Website & email accounts	£555.00	£750.00	£705.00	£-45.00	
DPO fee	£12.00	£12.00	£10.00	£-2.00	
Scribe licence and training	£154.80	£155.00	£300.00	£145.00	
IT support and training	£0.00	£0.00	£250.00	£250.00	
Energy - Street Lighting	£357.39	£500.00	£378.00	£-122.00	
Maintenance - Street Lighting	£0.00	£104.00	£104.00	£0.00	
Water-playing field irrigation	£76.75	£100.00	£100.00	£0.00	

Playing Field - maintenance	£2,900.63	£2,900.63	£0.00	-£2,900.63	Hire of spreader/tractor
Car Park	£185.00	£185.00	£0.00	-£185.00	
Playground inspection	£272.00	£272.00	£0.00	-£272.00	
Windy Spire	£0.00	£0.00	£200.00	£200.00	
NVN Delivery	£0.00	£300.00	£300.00	£0.00	
Salt/Grit	£0.00	£40.00	£40.00	£0.00	
Dog litter-bins	£0.00	£65.00	£65.00	£0.00	
Grass maintenance - verges	£1,748.30	£3,150.00	£3,000.00	-£150.00	
Playing Field	£722.33	£800.00	£0.00	-£800.00	Padel Court Project
SALIX loan	£0.00	£0.00	£0.00	£0.00	
General maintenance	£0.00	£500.00	£500.00	£0.00	
Village Hall hire	£500.00	£500.00	£500.00	£0.00	
GPFA grant	£0.00	£0.00	£500.00	£500.00	
Contested election	£0.00	£150.00	£150.00	£0.00	
2024 PWLB (TBC)	£0.00	£669.00	£669.00	£0.00	
Existing PWLB loans	£1,511.31	£3,023.00	£3,023.00	£0.00	
VAS installation	£4,405.66	£4,406.00	£0.00	-£4,406.00	Not included in budget.
<b>TOTAL PAYMENTS</b>	<b>£17,102.21</b>	<b>£23,815.74</b>	<b>£16,487.00</b>	<b>-£7,328.74</b>	<b>Does not include £100 internal transfer</b>
<b><u>TOTAL (Surplus/overspend)</u></b>		<b>-£2,798.46</b>			
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<b>F'CAST CLOSING BALANCE</b>		<b>£6,840.42</b>			
<b>No.2 CURRENT ACC.</b>	<b>£100.00</b>	<b>£100.00</b>			
<b>PLAYING FIELD RESERVE ACC.</b>	<b>£0.00</b>	<b>£3,000.00</b>			

## Annex C

(From "Mini *eUpdate* from Northants CALC, October 25<sup>th</sup> 2024)

### "Pay Award Announced

After months of negotiations and ballots, the national local government employer bodies and the local government unions have agreed the pay award for 2024/25. The headline result is an increase of £1,290 (pro rata for part-time employees) on all Spinal Column Points (SCP) up to SCP43, and 2.5% on SCP44 and above. The award is back dated to 1 April 2024. Councils are advised to implement the pay award without delay. For councils who have had a clerk leave since 1 April 2024, back pay is due to the ex-clerk if they request it. I have done my usual spreadsheet showing the new pay scales and you can enter the clerk's hours per week at the top to see actual pay."

See below, from <https://www.northantscalc.com/payscales>.

### Decision of Glapthorn Parish Council June 18th 2024

"New salary confirmed as recommended by NCALC as mid-point of Spinal Column Points 18-23 (£14.45 per hour) with effect from June 1st, 2024. To be reviewed in December 2024. Outstanding payment to be assessed in July/August."

																	Previous Year Comparison					
		SCP	From 1 April 2024	Equivalent Hourly Rate	April 2024	May 2024	June 2024	July 2024	August 2024	September 2024	October 2024	November 2024	December 2024	January 2025	February 2025	March 2025	Total Gross Pay 2024/25	From 1 April 2023	Equivalent Hourly Rate2	% Increase		
LC1	Substantive	Belo	5	£24,790	£12.85	£2,065.83	£2,065.83	£2,065.83	£2,065.83	£2,065.83	£2,065.83	£2,065.83	£2,065.83	£2,065.83	£2,065.83	£2,065.83	£2,065.83	£24,790.00	£23,500	£12.21	5.49	
		6	£25,183	£13.05	£2,098.58	£2,098.58	£2,098.58	£2,098.58	£2,098.58	£2,098.58	£2,098.58	£2,098.58	£2,098.58	£2,098.58	£2,098.58	£2,098.58	£2,098.58	£25,183.00	£23,893	£12.42	5.40	
		7	£25,584	£13.26	£2,132.00	£2,132.00	£2,132.00	£2,132.00	£2,132.00	£2,132.00	£2,132.00	£2,132.00	£2,132.00	£2,132.00	£2,132.00	£2,132.00	£2,132.00	£25,584.00	£24,294	£12.63	5.31	
		8	£25,992	£13.47	£2,166.00	£2,166.00	£2,166.00	£2,166.00	£2,166.00	£2,166.00	£2,166.00	£2,166.00	£2,166.00	£2,166.00	£2,166.00	£2,166.00	£2,166.00	£25,992.00	£24,702	£12.84	5.22	
		9	£26,409	£13.69	£2,200.75	£2,200.75	£2,200.75	£2,200.75	£2,200.75	£2,200.75	£2,200.75	£2,200.75	£2,200.75	£2,200.75	£2,200.75	£2,200.75	£2,200.75	£26,409.00	£25,119	£13.06	5.14	
		10	£26,835	£13.91	£2,236.25	£2,236.25	£2,236.25	£2,236.25	£2,236.25	£2,236.25	£2,236.25	£2,236.25	£2,236.25	£2,236.25	£2,236.25	£2,236.25	£2,236.25	£26,835.00	£25,545	£13.28	5.05	
		11	£27,269	£14.13	£2,272.42	£2,272.42	£2,272.42	£2,272.42	£2,272.42	£2,272.42	£2,272.42	£2,272.42	£2,272.42	£2,272.42	£2,272.42	£2,272.42	£2,272.42	£27,269.00	£25,979	£13.50	4.97	
	12	£27,711	£14.36	£2,309.25	£2,309.25	£2,309.25	£2,309.25	£2,309.25	£2,309.25	£2,309.25	£2,309.25	£2,309.25	£2,309.25	£2,309.25	£2,309.25	£2,309.25	£27,711.00	£26,421	£13.73	4.88		
	13	£28,163	£14.60	£2,346.92	£2,346.92	£2,346.92	£2,346.92	£2,346.92	£2,346.92	£2,346.92	£2,346.92	£2,346.92	£2,346.92	£2,346.92	£2,346.92	£2,346.92	£28,163.00	£26,873	£13.97	4.80		
	14	£28,624	£14.84	£2,385.33	£2,385.33	£2,385.33	£2,385.33	£2,385.33	£2,385.33	£2,385.33	£2,385.33	£2,385.33	£2,385.33	£2,385.33	£2,385.33	£2,385.33	£28,624.00	£27,334	£14.21	4.72		
	15	£29,093	£15.08	£2,424.42	£2,424.42	£2,424.42	£2,424.42	£2,424.42	£2,424.42	£2,424.42	£2,424.42	£2,424.42	£2,424.42	£2,424.42	£2,424.42	£2,424.42	£29,093.00	£27,803	£14.45	4.64		
	16	£29,572	£15.33	£2,464.33	£2,464.33	£2,464.33	£2,464.33	£2,464.33	£2,464.33	£2,464.33	£2,464.33	£2,464.33	£2,464.33	£2,464.33	£2,464.33	£2,464.33	£29,572.00	£28,282	£14.70	4.56		
	17	£30,060	£15.58	£2,505.00	£2,505.00	£2,505.00	£2,505.00	£2,505.00	£2,505.00	£2,505.00	£2,505.00	£2,505.00	£2,505.00	£2,505.00	£2,505.00	£2,505.00	£30,060.00	£28,770	£14.95	4.49		
	LC2	Substantive	Belo	18	£30,559	£15.84	£2,546.58	£2,546.58	£2,546.58	£2,546.58	£2,546.58	£2,546.58	£2,546.58	£2,546.58	£2,546.58	£2,546.58	£2,546.58	£2,546.58	£30,559.00	£29,269	£15.21	4.41
			19	£31,067	£16.10	£2,588.92	£2,588.92	£2,588.92	£2,588.92	£2,588.92	£2,588.92	£2,588.92	£2,588.92	£2,588.92	£2,588.92	£2,588.92	£2,588.92	£31,067.00	£29,777	£15.48	4.33	
			20	£31,586	£16.37	£2,632.17	£2,632.17	£2,632.17	£2,632.17	£2,632.17	£2,632.17	£2,632.17	£2,632.17	£2,632.17	£2,632.17	£2,632.17	£2,632.17	£31,586.00	£30,296	£15.75	4.26	
			21	£32,115	£16.65	£2,676.25	£2,676.25	£2,676.25	£2,676.25	£2,676.25	£2,676.25	£2,676.25	£2,676.25	£2,676.25	£2,676.25	£2,676.25	£2,676.25	£2,676.25	£32,115.00	£30,825	£16.02	4.19
22			£32,654	£16.93	£2,721.17	£2,721.17	£2,721.17	£2,721.17	£2,721.17	£2,721.17	£2,721.17	£2,721.17	£2,721.17	£2,721.17	£2,721.17	£2,721.17	£2,721.17	£32,654.00	£31,364	£16.30	4.11	
23			£33,204	£17.22	£2,770.50	£2,770.50	£2,770.50	£2,770.50	£2,770.50	£2,770.50	£2,770.50	£2,770.50	£2,770.50	£2,770.50	£2,770.50	£2,770.50	£2,770.50	£33,204.00	£32,076	£16.67	4.02	
24			£33,764	£17.52	£2,820.00	£2,820.00	£2,820.00	£2,820.00	£2,820.00	£2,820.00	£2,820.00	£2,820.00	£2,820.00	£2,820.00	£2,820.00	£2,820.00	£2,820.00	£33,764.00	£33,024	£17.16	3.91	
25		£34,335	£17.82	£2,870.25	£2,870.25	£2,870.25	£2,870.25	£2,870.25	£2,870.25	£2,870.25	£2,870.25	£2,870.25	£2,870.25	£2,870.25	£2,870.25	£2,870.25	£34,335.00	£33,945	£17.64	3.80		
26		£34,917	£18.13	£2,921.50	£2,921.50	£2,921.50	£2,921.50	£2,921.50	£2,921.50	£2,921.50	£2,921.50	£2,921.50	£2,921.50	£2,921.50	£2,921.50	£2,921.50	£34,917.00	£34,834	£18.10	3.70		
27		£35,510	£18.45	£2,973.75	£2,973.75	£2,973.75	£2,973.75	£2,973.75	£2,973.75	£2,973.75	£2,973.75	£2,973.75	£2,973.75	£2,973.75	£2,973.75	£2,973.75	£35,510.00	£35,745	£18.58	3.61		
28		£36,115	£18.78	£3,027.00	£3,027.00	£3,027.00	£3,027.00	£3,027.00	£3,027.00	£3,027.00	£3,027.00	£3,027.00	£3,027.00	£3,027.00	£3,027.00	£3,027.00	£36,115.00	£37,938.00	£19.05	3.52		
29		£36,732	£19.12	£3,081.25	£3,081.25	£3,081.25	£3,081.25	£3,081.25	£3,081.25	£3,081.25	£3,081.25	£3,081.25	£3,081.25	£3,081.25	£3,081.25	£3,081.25	£36,732.00	£37,336	£19.41	3.46		
30		£37,361	£19.47	£3,136.50	£3,136.50	£3,136.50	£3,136.50	£3,136.50	£3,136.50	£3,136.50	£3,136.50	£3,136.50	£3,136.50	£3,136.50	£3,136.50	£3,136.50	£37,361.00	£38,223	£19.87	3.37		
31		£38,002	£19.83	£3,192.75	£3,192.75	£3,192.75	£3,192.75	£3,192.75	£3,192.75	£3,192.75	£3,192.75	£3,192.75	£3,192.75	£3,192.75	£3,192.75	£3,192.75	£38,002.00	£39,186	£20.33	3.29		
32		£38,665	£20.20	£3,250.00	£3,250.00	£3,250.00	£3,250.00	£3,250.00	£3,250.00	£3,250.00	£3,250.00	£3,250.00	£3,250.00	£3,250.00	£3,250.00	£3,250.00	£38,665.00	£40,221	£20.90	3.21		
LC3		Substantive	Belo	33	£42,708	£22.14	£3,559.00	£3,559.00	£3,559.00	£3,559.00	£3,559.00	£3,559.00	£3,559.00	£3,559.00	£3,559.00	£3,559.00	£3,559.00	£3,559.00	£42,708.00	£41,418	£21.53	3.11
			34	£43,693	£22.65	£3,641.08	£3,641.08	£3,641.08	£3,641.08	£3,641.08	£3,641.08	£3,641.08	£3,641.08	£3,641.08	£3,641.08	£3,641.08	£3,641.08	£43,693.00	£42,403	£22.04	3.04	
	35		£44,711	£23.17	£3,725.92	£3,725.92	£3,725.92	£3,725.92	£3,725.92	£3,725.92	£3,725.92	£3,725.92	£3,725.92	£3,725.92	£3,725.92	£3,725.92	£44,711.00	£43,421	£22.59	2.97		
	36		£45,788	£23.70	£3,809.83	£3,809.83	£3,809.83	£3,809.83	£3,809.83	£3,809.83	£3,809.83	£3,809.83	£3,809.83	£3,809.83	£3,809.83	£3,809.83	£3,809.83	£45,788.00	£44,428	£23.09	2.90	
	37		£46,924	£24.22	£3,894.25	£3,894.25	£3,894.25	£3,894.25	£3,894.25	£3,894.25	£3,894.25	£3,894.25	£3,894.25	£3,894.25	£3,894.25	£3,894.25	£3,894.25	£46,924.00	£45,441	£23.62	2.84	
	38		£48,120	£24.75	£3,979.50	£3,979.50	£3,979.50	£3,979.50	£3,979.50	£3,979.50	£3,979.50	£3,979.50	£3,979.50	£3,979.50	£3,979.50	£3,979.50	£3,979.50	£48,120.00	£46,464	£24.15	2.78	
	39		£49,377	£25.25	£4,059.17	£4,059.17	£4,059.17	£4,059.17	£4,059.17	£4,059.17	£4,059.17	£4,059.17	£4,059.17	£4,059.17	£4,059.17	£4,059.17	£4,059.17	£49,377.00	£47,420	£24.65	2.72	
	40	£50,694	£25.79	£4,147.00	£4,147.00	£4,147.00	£4,147.00	£4,147.00	£4,147.00	£4,147.00	£4,147.00	£4,147.00	£4,147.00	£4,147.00	£4,147.00	£4,147.00	£50,694.00	£48,474	£25.19	2.66		
	41	£52,071	£26.32	£4,232.33	£4,232.33	£4,232.33	£4,232.33	£4,232.33	£4,232.33	£4,232.33	£4,232.33	£4,232.33	£4,232.33	£4,232.33	£4,232.33	£4,232.33	£52,071.00	£49,498	£25.73	2.61		
	42	£53,508	£26.85	£4,316.83	£4,316.83	£4,316.83	£4,316.83	£4,316.83	£4,316.83	£4,316.83	£4,316.83	£4,316.83	£4,316.83	£4,316.83	£4,316.83	£4,316.83	£53,508.00	£50,512	£26.25	2.55		
	43	£55,005	£27.37	£4,400.42	£4,400.42	£4,400.42	£4,400.42	£4,400.42	£4,400.42	£4,400.42	£4,400.42	£4,400.42	£4,400.42	£4,400.42	£4,400.42	£4,400.42	£55,005.00	£51,515	£26.77	2.50		
	44	£56,562	£28.03	£4,505.92	£4,505.92	£4,505.92	£4,505.92	£4,505.92	£4,505.92	£4,505.92	£4,505.92	£4,505.92	£4,505.92	£4,505.92	£4,505.92	£4,505.92	£56,562.00	£52,753	£27.42	2.50		
	45	£58,180	£28.70	£4,613.92	£4,613.92	£4,613.92	£4,613.92	£4,613.92	£4,613.92	£4,613.92	£4,613.92	£4,613.92	£4,613.92	£4,613.92	£4,613.92	£4,613.92	£58,180.00	£54,017	£28.08	2.50		
	LC4	Substantive	Belo	46	£56,708	£29.39	£4,725.67	£4,725.67	£4,725.67	£4,725.67	£4,725.67	£4,725.67	£4,725.67	£4,725.67	£4,725.67	£4,725.67	£4,725.67	£4,725.67	£56,708.00	£55,325	£28.76	2.50