



HELMDON PARISH COUNCIL

COUNCIL MEETING



All Councillors are summoned to a Meeting of Helmdon Parish Council to be held in the Helmdon Reading Room, Church Street, Helmdon on
Wednesday 24th September 2025 at 7:30pm.

Members of the public and press are welcome to attend this meeting. This meeting may be recorded, filmed or broadcast without prior notice to the Parish Council, provided that such activity does not impede the conduct or business of the meeting.

AGENDA

- 440. To receive and approve apologies for absence
- 441. Co-option of new councillor
- 442. Declarations of Interest
- 443. Approval and signature of the minutes of July 23rd, 2025
- 444. Matters arising from the minutes
 - a. Update re Cllr Harris and Cllr Marchant getting their e-mail issues resolved
 - b. To receive an update on the actions agreed at the last meeting in relation to the Play Area
 - c. Update re request for improvements to the gravel path barrier
 - d. Update re request for a 40mph limit on the B4525
- 445. Open Forum (15min max, 3 min per person)
- 446. To consider whether to instruct West Northants Council (WNC) to install 20 timber posts at a cost of £4,369.50 + VAT at the layby and wall at the entrance to Helmdon from the B4525 and to confirm what the ownership and insurance status of these posts would be once installed
- 447. To note that Midlands Rural Housing would like to attend the October meeting to brief the Parish Council (PC) on the results of their recent Housing Needs Survey
- 448. To consider whether the Parish Council should arrange for regular grass cutting on the verge opposite the school at a cost of £36 per cut
- 449. To receive an update from the 20mph Working Group re the possibility of requesting a 20mph speed limit through Helmdon
- 450. To consider a proposal to replace the dead tree at the top of Station Road
- 451. To receive verbal report relating to school and preschool liaison
- 452. To receive report from the Blackpits Monitoring Group
- 453. To review councillor training needs
- 454. To approve the updated Risk Assessment
- 455. Station Road Working Group (Parking)
 - a. To consider membership and appoint additional councillors to the group
 - b. To note issue with Land Registry and consider next steps
- 456. Parish Assets Councillor

- a. To consider adopting a Parish Assets Councillor Role Description
 - b. To approve the associated Assets Inspection Form
 - c. To appoint a Parish Assets Councillor
457. To receive the External Auditor's Report for the 2024-25 financial year
458. Finance:
- a. To note the bank balances of £239.30 and £28,531.73 as at 17.09.2025
 - b. To note and approve receipts and payments:

Payments made since the last meeting using delegated powers/Direct Debits:

Date	Pymt Type	Payee	Invoice No	Description	Amount
25.07.25	BACS	Playsafety Ltd	89677	Play equipment inspection	£100.80
25.07.25	BACS	Helmdon Community Larder		Grant	£400.00
25.07.25	BACS	Helmdon Church Council		Grant	£400.00
25.07.25	BACS	Helmdon Community Foundation		Grant	£280.00
25.07.25	BACS	Helmdon Guides		Grant	£380.00
31.07.25		Unity Bank		Account fee	£6.00
01.08.25	DD	ICO		Data Protection Fee	£47.00
08.08.25	DD	Yu Energy	02873297	Electricity July 25	£14.82
08.08.25	DD	Yu Energy	02873298	Electricity July 25	£38.54
26.08.25	DD	NEST		Pension August	£70.86
26.08.25	DD	Yu Energy	02950564	Electricity 1st to 12th Aug 25	£5.82
29.08.25	BACS	H.Tims Environmental Services	PumpWarGarden9	War Memorial and Pump Garden	£100.00
29.08.25	BACS	NCALC	INV-4778	Finance for councillors course - LH	£42.00
29.08.25	BACS	PKF Littlejohn	NH0124	External Audit	£252.00
29.08.25	BACS	R&G Grounds	121982	Grass cutting July	£304.80
29.08.25	BACS	H.Tims Environmental Services	PumpWarGarden10	War Memorial and Pump Garden	£100.00
29.08.25	BACS	Kirsty Buttle		Salary Aug and backpay	£840.43
29.08.25	BACS	HMRC		Tax and NI Aug	£175.29
29.08.25	BACS	Kirsty Buttle		SIM, and One Drive share, and mileage	£26.44
29.08.25	BACS	CPA Horticulture Ltd		Bark chippings for play area	£300.00
31.08.25		Unity Bank		Account fee	£6.00
08.09.25	DD	Yu Energy	02968525	Electricity August 2025	£39.14

Invoices to be paid:

Payee	Invoice No	Description	Amount
R&G Grounds	122077	Grass cutting August	£152.40
Clear Councils	LCO01676	Annual insurance	£931.22
Staff costs	N/A	September	£775.76
HMRC	N/A	Tax and NI Sep	£145.74

NEST	N/A	Pension Sep	£64.67
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Receipts:

Date	Received from	Invoice No	Description	Amount
04.08.25	CCLA	Interest	Interest	£107.71
02.09.25	CCLA	Interest	Interest	£104.52

- 459. To receive a report and update from the Parish Plan Working Group
- 460. To consider appointing a Parish Public Transport Representative
- 461. To consider any actions to take to support the reinstatement of bus services
- 462. E-mail scam awareness and diligence
- 463. To consider request from Cllr Harris for the PC to consider options to resolve the issue of him being unwilling to use his personal devices to access his PC e-mail account



Signed

Dated 18th September 2025

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