BOUGHTON PARISH COUNCIL

MINUTES OF A MEETING OF THE PARISH COUNCIL

HELD ON TUESDAY 4th NOVEMBER 2025 at 7pm IN THE ALL SAINTS CHURCH, BOUGHTON

Present:
Parish Councillors: Cllrs Neil Matthew (Chair), Sue Pogmore and Phil Boyle.
Apologies – Tam Payne, Sarah Miller and C Cllr Martin Storey.
Parish Clerk – Mike Inder.
County and Borough Councillors –B Cllr Sue Lintern
Absences – Nil.
Public - 3.

73/25 **Opening and Apologies for absence**: Cllr Matthew opened the meeting and welcomed those present.

74/25 **Declarations of interest for items on the agenda.** None.

75/25 **Approval of Minutes of the meeting held on 2nd Sep 2025:** Having been previously circulated, the minutes were proposed as an accurate reflection of the meeting by Cllr Pogmore, seconded by Cllr Boyle, and approved. Minutes signed by the chair.

76/25 **Cricket Club Report**: Representatives of the Boughton Cricket Club provided a report on the background of the Cricket Club's establishment and running over the decades. They explained that since the change of landlord a couple of years ago that there has been a series of bills for disputed items and services and letters informing the club they are in contravention of the lease. The matter is in the hands of solicitors. The Club have been made aware that applying to register the field and club house as an Asset of Community Value (ACV), may help their bid to retain the field should it be put up for sale or a change of use application submitted to the Planning Authority. The Parish Council resolved to consider support of an ACV application, along with the Borough Cllr. The Clerk mentioned that he had provided an update to the Borough Council Asst Director for Leisure and Culture as part of a routine call for review of sporting clubs and facilities in the Borough, informing them that the Club was still in existence but not playing in a league and that the lease was in dispute currently; B Cllr Lintern confirmed that she has also informed the Leisure and Culture Asst Director of the situation.

77/25 **Pond Report:** A report to Council was provided by Cllr Payne. The Recommendation of option B: To dredge what silt we can reach (30m) and deposit it behind a temporary silt fence, before levelling and replanting when dry. Was favoured although Cllrs Boyle and Pogmore asked if there could more information provided, it was suggested a presentation on the proposal with the public invited to hear more, for questions to be answered and more widespread public support ascertained before committing. In the interim, so that the option could be taken if resolved and when the conditions are suitable, it was proposed by Cllr Boyle and seconded by Cllr Pogmore to include the approx. £3k cost in the draft budget for 2026/27, further, to apply for a CIL grant in March 2026 (which is expected to be the last opportunity), to pay for the improvement of the pond. If the project does not proceed then the CIL grant, if awarded would not be drawn down and the ear-marked reserve could be reallocated to pay for an alternate solution or into other reserves in a future budget round.

78/25 **To hear from the public**: A member of the public commented on the pond report and disputed the authority of the EA in the matter. The Chair responded to confirm that all the research and correspondence with the EA and Gov.UK guidance had resulted in the PC being clear that any other removal and disposal of the silt could lead to an offence being committed. The resident asked if he had the Council's permission to pursue this further, the Chair stated that he was most welcome to try and if written confirmation that an alternate affordable option was permissible was presented then it could be considered.

79/25 **Reports from visiting officers**: Borough Cllr Lintern provided a Borough Council report on recent events and reminded Cllrs that the Your News weekly bulletin could be subscribed to.

80/25 **Financial Matters**:

a. Reconciliation of accounts – Cllr Boyle conducted a sample check of invoices/receipts, bank statements and cashbook summaries and countersigned the RFO's reconciliation check.

b. Payments approved and paid since the last meeting: Proposed by Cllr Pogmore, seconded by Cllr Boyle and agreed.

PAYMENTS AUTHORISATION

Date	Name	Ref	Voucher		£ Total
10-Sep-25	Tamar Telcomunications	Virtual Phone inv 4260035	33	DD	7.20
18-Sep-25	HMRC	PAYE Mth 6	34	BACS	84.80
24-Sep-25	Mike Inder	Salary & HW Allowance Sep	35	BACS	137.75
29-Sep-25	RLS Computer Services	Laptop and MS365 Lic 15256	36	BACS	733.44
01-Oct-25	Hylton Gott	Mower Fuel IN04125	37	BACS	13.98
10-Oct-25	HMRC	PAYE Mth 7	38	BACS	84.80
10-Oct-25	Mike Inder	Salary & HW Allowance Oct	39	BACS	137.75
14-Oct-25	Tamar Telcomunications	Virtual Phone inv 4275370	40	DD	7.20
20-Oct-25	Robert Payne	Pond Silt analysis 175	41	BACS	216.46
05-Sep-25	RBL	Poppy Appeal donation	42	100501	20.00
22-Oct-25	Ravencroft Tree Services Ltd	Tree Survey 3007	43	BACS	294.00

c. Ear-marked reserve virement: Cllr Pogmore proposed the virement of £261.20 from the contingency to the IT reserve to cover the additional cost of the laptop and software.

d. Draft Budget 2026/27 – having been circulated with the agenda pack it was found to be inline with expectations based on the minuted decisions and assumptions of regular income and expenditure. Cllrs were reminded to contact the RFO if anything else arose for consideration before the next meeting.

81/25 **Governance**:

a. A report/presentation on amendments to include a new audit 'Assertion 10' was provided with the agenda. The significant points were summarised by the Clerk.

b. **IT policy:** a new IT policy to comply with requirements of Assertion 10 was proposed by Cllr Boyle, seconded by Cllr Pogmore and agreed for adoption. Cllr Matthew asked about the disposal of the old laptop, the clerk informed him that he had a received a price from RLS Computer Services, supplier of the new laptop, and that for £30 the data could be cleansed and a certificate issued, the laptop could then be disposed or recycled.

c. **Annual review** of Standing Orders, Financial Regulations and Policies. No significant amendments reported, it was proposed by Cllr Matthew to approve then en-bloc, seconded by Cllr Pogmore and resolved.

82/25 **Appointment of Internal Auditor**: A report to Council having been provided due to the current IA's retirement explained the requirements that needed to be fulfilled, set out in an appointment letter. Three Internal Auditors provided quotes and Cllr Matthew proposed Mr Robin Goreham's appointment, seconded by Cllr Pogmore and agreed.

83/25 **Correspondence:**

a. Remembrance Service – A resident having raised this at the last meeting, Cllrs had considered it and were content that the PC's low key laying of a poppy wreath and observing the 2 minutes silence was appropriate.

84/25 **Planning Consultations**.

a. To consider planning applications. None. However, the clerk noted an LDP application for installation of solar panels and wrote to the Planning Office to query the application as it is in the Conservation Area and there are additional considerations that could not be determined as compliant with the level of detail in the application. Cllr Lintern was copied on the email and agreed to follow up.

b. To consider any late planning applications. None.

c. To receive and consider decisions since the last meeting: None.

85/25 **Highways Matters:**

a. Cllr Matthew reported that the latest SAM2 data had not been downloaded and analysed yet. He mentioned that there was a new local initiative by a few residents to apply to form a Community Speed Watch (CSW) Group, Council agreed in principle to support this if approached, although it was noted that the SAM data didn't reflect the perception of speed proffered by some residents and that the limitations of CSW activity and its effectiveness in other communities didn't provide compelling evidence of effectiveness of the scheme.

b. Wretton Road gate to the A134 was discussed with the local Highways Engineer as it was consistently being left open. It was reported that following several attempts to compel the authorised gate users to close the gate when not in use that a chain and lock was installed last year by Highways with a note for the users to contact Highways for access. However, the lock was bolt cropped and removed by someone. There is nothing more that can practically be done without the cooperation of the owner/authorised users. Council will need to consider other solutions and offer them to Highways if the problem persists and becomes a hazard to Boughton.

86/25 **Cllr and Clerk's report on ongoing matters**: None.

87/25 **Pond & Green Maintenance**.

a. Mowing – the Clerk reported that the arboriculturist who carried out the tree survey had commented that it would be beneficial to the trees and grass if during hot dry spells the grass around the trees to a 2m diameter was left uncut. This was noted.

b. Tree Survey – The survey was completed and the report circulated. There are no urgent matters to be resolved and the Honey Fungus reported last year was not evident but photos of it were viewed by the surveyor and there were no immediate concerns as the tree is healthy and demonstrating continuing growth. The removal of dead branches should be scheduled.

c. Pond: Vegetation control has been deferred pending the development of the pond silt management plan, although it was broadly agreed that mechanical removal of the excessive Flag Irises would be the preferred option and that reed control would need to be scoped and quotes and EA permission to use herbicide obtained.

88/25 **To receive new reports from cllrs and propose agenda items for the next meeting**: Budget 2026/27 and Precept agreement. Disposal of the old PC laptop and removal from the asset register. Plan the work to remove dead limbs identified in the tree survey and then apply for planning consent.

89/25 The Chair thanked everyone for their participation and closed the meeting at 8.45pm.

Chair ………………………………….

Date ………………………………………..

Prepared by
Mr Mike Inder
Clerk to Boughton Parish Council