

# UPTON PARISH COUNCIL

Minutes for Parish Council Meeting held on  
Wednesday 15<sup>th</sup> October 2025 at 7.30pm at the Village Hall

**Present:** Councillors: Malcolm Yates (MY/Chair), Roger Norman (RN), Kim Hickinbotham (KH) Johanna Law-Riding (JL)

**In Attendance:** R Holloway (Clerk)

	DISCUSSION AND DECISIONS
112/25	<b>To receive representation from the public (ten minutes):</b> 1 member of the public attended the meeting. Michael updated the Council on the work done through the Collies volunteer group, general maintenance is ongoing with grass cutting and weeding and maintenance of the raised bed, the hedge will be cut back at some point, some areas of long grass are kept. Sue continues to paint the stones and set them around the garden to be found and rehidden by residents. The Lingering look behind book will be added to the Parish Council website, KH to investigate turning it into a flip book rather than as a pdf.
113/25	<b>To receive and accept apologies for absence:</b> Cllr. Alan Robinson. Cllr. Malcolm Roberston
114/25	<b>Declarations of interest:</b> RN declared an interest in agenda item 125/25 (b) Planning
115/25	<b>To approve the Minutes of the last meeting:</b> The PC accepted the Minutes from the meeting held on 17 <sup>th</sup> September 2025 as a true record and were then signed off by the Chairman.
116/25	<b>To note Matters Arising:</b> None.
117/25	<b>To receive the Chairman's report:</b> The Chairman was pleased to note that the main work on the hall had been finished, and the hall was once again open for use. It was noted that all appliances needed to be PAT tested again. The Glass class had noted that during their session the heating was not working, the Chairman had provided a small heater for use on the day and had noted that it was a warm day anyway. The Plumber has been out, and a new thermostat had been installed, and the heating was working again. Some bulbs need replacing but extra lighting had been provided for the class. It was noted at the start of the meeting that Johanna had mentioned her intention to step down from the parish council due to a pending move away, he was awaiting formal confirmation so he could thank her properly for her hard work over the years.
118/25	<b>Reports from District/County Councillors:</b> Cllr. Melton noted that work on Home Farm was due to start, and he would check up on that with NSDC. Cllr. Jackson noted that there was a new local communities fund open, but with a very short window for applications. He noted that NCC Roadmaster had been out filling potholes, he mentioned that NSDC had created a new policy to provide wildflowers and bulbs as a 'green gateway' into villages and towns in the district, expressions of interest from local Parish Councils were being sought.
119/25	<b>To Receive updates on the following:</b> a. <b>CVG:</b> A written report was provided to the Parish Council, outlining the work done by the Volunteer group and confirming that the management plan was being implemented to good effect. RN confirmed that the gravel had arrived, Roger and Michael will mark out the pathway, and a date will be set to get the digger in to scrape the ground in preparation for the installation of the pathway. Michael mentioned he would trim the branches of the apple tree where they overhang in advance of the digger going on site.

	<p>b. <b>To receive report on footpaths/dog bins:</b> To receive playground update: The dog bins needed emptying again, Clerk to check</p> <p>c. <b>To receive playground update:</b> All OK with the playground equipment, the yearly inspection by NSDC was due to be carried out soon and it was noted that the moss on some equipment was building up again and needed removing.</p>
120/25	<b>To receive and action Highways issues:</b> Surface dressing had been carried out on Mill Lane and Severn Trent were carrying out works on Church Lane under a Consent order, residents had been informed.
121/25	<p><b>To note the Village Hall update:</b></p> <p>a. <b>Finance:</b> The balance of the Village Hall reconciliation of £34,863.14 was agreed and signed off by the Chairman</p> <p>b. <b>Maintenance and caretaking:</b> Bulbs to be replaced now the roof has been done, awaiting update on the windows</p> <p>c. <b>To receive an update on the village hall roof:</b> It was noted that the roof works were now complete and looking good, it was commented on that maybe the new timbers could be stained in line with the existing beams. The hall needs redecorating, and the Chairman was organising a quote, it was considered that there was a need for new curtains/blinds adding as the current ones were mismatched, the Chairman would investigate that and come back with some costs.</p>
122/25	<b>To receive the Community defibrillators Monthly inspection</b> All OK
123/25	<p><b>Financial Matters:</b></p> <p>a. The Parish Council Bank reconciliation of £ 14,001.82 was agreed</p> <p>b. To note payments received and authorise payments: It was noted that second half of the Precept had been received totalling £4450.00</p> <p>Payments, including the VH works invoice, totalled £22,405.06 and were authorised and signed off</p>
124/25	<b>To consider the budget figures and reserves:</b> The Clerk to bring some figures to the next meeting
125/25	<p><b>Planning matters:</b> a) 25/01481/HOUSE Galley Hill Cottage/2 storey and single storey extension and a new replacement garage with room over. The proposal was discussed, and it was agreed to support the application</p> <p>b) 25/01495/LBC. 1A Babthorpe: Upton. Replacement window with matching timber window and brickwork repairs/replacement and repointing to the north elevation brickwork. No objection to the application and all support.</p> <p>Clerk to submit the above comments to NSDC Planning department.</p>
126/25	<b>To note and action service faults:</b> Some streetlights were out and MY. to advise the Clerk of the lamp numbers to report to NCC
127/25	<b>Lottery draw for September 2025:</b> £50.00 – no.125. £25.00- no 197 £10.00- No.236 £5.00 – no. 201
128/25	<b>Correspondence:</b> All correspondence circulated electronically
129/25	<b>Agenda items for next meeting:</b> Budget and finance. Christmas Lunch event. The dates for the lunch were discussed at this point, and it was agreed that Saturday 30 <sup>th</sup> November would be the set date.
130/25	<b>Date of next meeting:</b> 19 <sup>th</sup> November 2025 at 7.30 pm at the Village Hall

131/25	Close: There being no further business, the Chairman closed the meeting at 20.35
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Signed .....

Chairman

Date.....

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