

# CAUNTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on  
Wednesday 10<sup>th</sup> September 2025 at 7.30 pm at Dean Hole Primary School.

**Present:** Councillors: S. Routledge (SR), C Jagger (CJ), R. Edwards (RE), S. Michael (SM), A. Baugh (AB)

**In attendance:** Rhona Holloway (Clerk), Cllr Bruce Laughton and 4 members of public.

| Agenda item/minute item/year | CONSIDERATION AND DECISIONS   |
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|                              | <b>Public Participation:</b> A member of the public asked about the academisation of Dean Hole School and if it was still proceeding, Chairman read out a statement from the Academy Trust to confirm that whilst things were on pause, they were still going ahead.  |
| 064/25                       | <b>Apologies:</b> Cllr. Webb and Cllr. Saddington   |
| 065/25                       | <b>Declarations of interest:</b> Cllr. Baugh registered his interest in agenda item 079/25 and would leave the room whilst that discussion took place   |
| 066/25                       | <b>Minutes of the previous meeting:</b> Minutes from the meeting held on 9 <sup>th</sup> July were accepted as a true reflection of the meeting and signed by the Chair.  |
| 067/25                       | <b>Matters arising:</b> None  |
| 068/25                       | <p><b>Reports from District and County Councillors:</b> Councillor Laughton gave the Council an update on the recent full council meeting of the County Council and confirmed that the Reform group had voted to opt for 1b of the LGR options currently being considered, he outlined that there had been another option put forward for consideration that would be a County Unitary Authority and a City one but that had been voted down. Surface dressing on major roads across the County was taking place. The budget preparation for 2026/27 was taking place but this would reflect the current leadership's priorities.</p> <p>Cllr. Saddington had sent in a report detailing the new statutory food waste collection which would start in October 2027, Councils across the District were collaborating to ensure that all bins were the same colour to ensure consistency across the County. There would be new bins provided and more operatives to ensure the new collection service ran smoothly.</p> |
| 069/25                       | <b>Reports from Councillors and Clerk:</b> Cllr. Michael gave an update on the wastewater issue on Deans Close and confirmed that a meeting had been set up with Officers at NSDC to discuss this, she had provided Officers with copies of conveyancing paperwork from several residents and Officers had postponed the meeting to enable them to discuss those in more detail with the Legal department. Officers were rescheduling the meeting. Residents were being advised not to make further payments until the Council meeting had taken place.   |
| 070/25                       | <p><b>Financial Matters:</b></p> <p>a. Payments totalling <b>£501.54</b> were approved and signed by 2 Cllrs.</p> <p>b. Bank reconciliation as of June 30<sup>th</sup>, 2025, at <b>£7147.81</b> was agreed and signed off</p> <p>c. Local Government pay award, this was outlined and agreed by Councillors</p> <p>d. Insurance renewal quote: The quote was circulated in advance and Councillors agreed to proceed with the new price of <b>£856.99</b></p>  |

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| 071/25 | <p><b>Planning matters:</b></p> <ul style="list-style-type: none"> <li>a. Great North Road Solar and Biodiversity Park: notice of acceptance of an application for a development Consent Order (Application reference: ENO10162)<br/>Clerk to notify PINS the PC would like to have a representative at that</li> <li>b. 25/01362/FUL Removal of condition 9 to allow the annexe to be used as independent accommodation from the Firs.</li> <li>c. 25/01288/S73 Beesthorpe Spinney removal of the agricultural occupancy condition<br/>Parish Council support the application</li> <li>d. 25/00920/S73   Application for variation or removal of condition 05 attached to planning permission 12/01251/FUL; Householder application for conversion of single storey dwelling into a two-storey dwelling, including an open front porch. Demolition of single garage and external store. (Resubmission)</li> <li>e. 25/01084/HOUSE Rose Garth Mill Lane construction of a single storey flat roof extension to the rear and west side of the property<br/>Parish Council support the application</li> </ul>   |
| 072/25 | <p><b>Assertion 10 2025/26 AGAR new requirements:</b></p> <ul style="list-style-type: none"> <li>a. <b>IT Policy</b>, the Clerk outlined the new requirements for the next AGAR report and sent around a template for an IT policy for consideration, it was agreed to go for further discussion.</li> <li>b. <b>Requirement for a .GOV/. Org e-mail address:</b> This would be required for the Clerk as a minimum from April 2026</li> <li>c. <b>Web Site:</b> The creation of a dedicated Parish Council website with a .Gov domain name was briefly discussed and costs outlined, this would enable the .Gov e-mail address to be provided, Cllr Edwards offered to look at this with the Clerk as she had some experience of setting up websites. Further details to go on the October agenda</li> </ul>   |
| 073/25 | <p><b>Village environment and appearance including:</b></p> <ul style="list-style-type: none"> <li>a. <b>Playground and services include monthly property managers' inspection reports and the woodland area report:</b> The new goal posts had been installed and looked good, consideration to be given to offering the old ones out free for collection. The small swings had been repaired, some comments around the Cube and Cllrs would look to see what needs to be done with that, hedges had been trimmed and brambles cut back</li> <li>b. <b>CIG:</b> Caunton Improvement group were considering what improvements they would like to see and would report back.</li> <li>c. <b>Allotment update:</b> An enquiry had been received from a resident wishing to have a small plot, Cllr. Jagger to look to see what is available.</li> <li>d. <b>Update on GNRSP:</b> An initial registration would be required and then this will be scheduled for further discussion for the October meeting</li> <li>e. <b>Dean Hole School:</b> It was noted that the Parish Council had received a letter from the Academy Trusts Solicitors with a copy of a lease agreement, the Solicitors had recommended the PC seek legal Advice on the detail of the lease before signing, the deadline given for signing the</li> </ul> |

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|               | <p>lease was 1<sup>st</sup> September , Councillors were consulted a quote was obtained from Larken &amp; Co Solicitors who were instructed to check through the lease and make some amendments, this was completed and sent back to the Trust Solicitors to ensure the PC met the deadline stated. As stated at the beginning of the meeting Cllr. Routledge read out a statement from the Academy Trust that the process was on hold for the time being.</p> <p><b>f. Grass cutting contract:</b> Nothing to note</p>   |
| <b>074/25</b> | <b>Service faults:</b> None to report   |
| <b>075/25</b> | <b>Error in the numbering</b>   |
| <b>076/25</b> | <b>Correspondence:</b> all correspondence has been circulated electronically; nothing required action from the PC.  |
| <b>077/25</b> | <b>Items for the next meeting:</b> nothing new to add   |
| <b>078/25</b> | <b>Date of next meeting:</b> The next meeting will be on Wednesday 8 <sup>th</sup> October 2025 at 7.30 pm at Dean Hole Primary School.   |
|               | <u>To consider resolving that in accordance with section 1 (2) of the public bodies (admissions to meetings) Act 1960, and as extended by schedule 12 A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the following business to be transacted.</u>  |
| <b>079/25</b> | <p><b>Murphy Moor land, to note and decide on the tenders received:</b> A full discussion took place over the tenders received It was agreed that the highest tender price would be accepted, and the Clerk would write to all parties to advise them of the outcome. It had been agreed that quotes would be obtained for the cost of drawing up a new lease and two quotes had been provided. Councillors agreed to use Larken and Co as they had given the best price for the work. Clerk to notify Larken &amp; Co and to instruct them to proceed to draw up a new lease for the Murphy Moor land.</p> |
| <b>080/25</b> | <b>Meeting Closed:</b> The Chairman closed the meeting at 20.34   |

Signed.....

Chairman of Caunton Parish Council

Date.....