

Bulwick Parish Council

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Agenda for Annual Parish Meeting on Wednesday 21st January 2026 from Helen Keech - Bulwick Parish Clerk

Date	21 st January 2026	Time	7.15pm
Meeting held at	St Nicholas Church, Bulwick, NN17 3ET		
To the members of the council	Cllr A Lashmar Cllr S Mcdonald Cllr C Ortega McLean Cllr H Connan		
You are summoned to attend the	Meeting of Bulwick Parish Council to be held on the above date, time and place for transacting the following business.		
Discussion / Agenda			
2601.81	To receive and approve reasons for apologies - members to approve apologies for absence (LGA 1972 Sch12, para 40).		
2601.82	To receive declaration of interests - members to declare any pecuniary or prejudicial interests in relation to items on the agenda (Localism act 2011 and the relevant authorities (DPI) regulations 2012). <i>Councillors are reminded of their obligations to declare orally their interests as per BPC Model Code of Conduct.</i>		
2601.83	The Clerk must sadly inform you that she has received a letter of resignation from the Chair – Cllr Ian Martin on 12.01.2026. The council must now ‘elect a chair of the council’ . Elections have been informed of the vacancy on BPC and we are awaiting further instruction from them on sourcing a replacement councillor.		
2601.84	To authorise the Chair to sign as a correct record of the proceeding: Minutes of the Bulwick Parish Council Meeting dated 26 th November 2025. (LGA 1972 Sch12 P41(1)).		
2601.85	Public Session (*) The council welcomes the participation of residents and will receive and process comments and questions from members of the public/press in accordance with the Bulwick Parish Council Standing Orders. <i>Decisions cannot be made on items not on the agenda.</i>		
2601.86	<u>Co-Option of Councillor</u> Elections have been informed of the vacancy on BPC and we are awaiting further instruction from them on sourcing a replacement councillor. If you are interested in being a Councillor, please contact the clerk for more information.		

2601.87	<p><u>COMMUNITY MATTERS</u></p> <p>To discuss and action the following</p> <p>Future Meetings - to propose having bi-monthly meeting and agree set dates.</p> <p>Responsibilities – clarity for Chair & clerk – Overall approach to involve councillors and residents</p> <p>Parish Security – discuss recent events and thanks to residents’ response with issues in Nov/Dec 2025. Council require what future options the village would like to consider.</p> <p>BPC Meeting being held at Laxton Village Hall - A Parish Meeting can generally hold meetings outside the parish boundary if a suitable, accessible venue isn't available within.</p> <p>How would BPC go about applying for a Lottery Grant to build a village hall. Clerk has email National Lottery – Feedback has been emailed to resident concern regarding process.</p> <p>Refresher Training for Defibrillator – The ??? has offer free training (ok they would like a donation) are we interested in having this as a training session or would you like the clerk to investigate further.</p> <p>Notice Board – Decision have been agreed by Councillors for a fabric backed board with padding behind it. Clerk to source and replace with her husband.</p> <p>Dog style gate behind rectory public right of way and at other end – Work in progress with Chair – with the resignation of the chair this needs to be re-allocated</p> <p>Ownership of land (West of cemetery) - potential C of E?? - with the resignation of the chair this needs to be re-allocated</p> <p>Empowerment Fund – NNC have raised the payment to BPC and should be in our bank account soon.</p> <p>Planters - Cllr Harriet Connon is going to share the proposal for discussion and next steps – please see attachment for more information.</p> <p><u>HIGHWAYS</u></p> <p>Grass cutting in the village – Clerk attended a Town & Council forum in which Keir was present and explained the process of going forward. Keir sent a plan of the area they cut to the clerk on 14.01.2026. BPC need to decide if what areas to cut the grass and what areas – then the Clerk can send this information out to tender</p> <p>Update on Street Light Refurbishment – Lights have been replaced and we are waiting on the poles being painted – this cost has not come out of the budget yet.</p> <p><u>PLANNING APPLICATIONS</u> (Town & Country Planning Act 1990 Sch 1 para 8.) (current information can be found on the TPC website under planning - The planning applications are updated live on the website by the host - please refer to the website for the latest information on an application).</p> <p>To consider / note the following planning applications -</p> <p>Nothing applied for since last meeting</p> <p>Awaiting Decision</p> <p>25/01473/TCA T1 - T18; Leylandii - remove. 15 Main Street Bulwick NN17 3DY Received 05.11.2025 – Clerk responded to Planning on 11.11.2025 with BPC approval from Cllrs. Status – DECIDED on 09.12.2025 - APPROVED</p> <p>NE 25/01447/3QCOU Conversion of an agricultural building to two dwellings Location: Red Lodge Farm, Red Lodge Road, Bulwick, NN17 3DX. Received 16.10.2025. Clerk responded with BPC have no Objections - Status – DECIDED on 05.12.2025 - APPROVED</p>
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	<p>NE/25/00544/FUL Conversion of existing paddock into all-weather menage/sand school for private use, along with a new stable block comprising, 5 boxes, wash bay and tack room to replace the existing stable block. Banbery Lodge Nottinghams Yard Blatherwycke Road Bulwick Corby NN17 3EU - Awaiting decision (checked 14.01.2026)</p>
2601.87	<p><u>Community Governance Review</u></p> <ul style="list-style-type: none"> • Confirm what we are being asked • Relationship with Kings Cliffe & Deene, Laxton & Blatherwycke • Options • Next Steps/Actions to research these options
2601.88	<p><u>CLERKS UPDATE & CORRESPONDENCE</u></p> <p>.gov.uk website & emails - Clerk has requested that the previous email accounts be closed on 30.11.2025. However, they are still active. The new website still requires some fine tuning and the photo's updating. If residents have any information that they would like to add, please contact the clerk.</p> <p>Communication – discuss & agree councillors communications between meetings – deferred from last meeting.</p> <p>NNC Electoral Register – Clerk dealt with and complied to their requests over Christmas regarding a data incident from Elections.</p> <p>Asset Register - requires a review for updated replacement costs – needs to be completed before 31.03.2026</p> <p><u>TRAINING</u></p> <ul style="list-style-type: none"> - New councillors – Off to a flying start – 19 March 2026 18:30-21:00 Online – Cllr HC can attend - Chair & Leadership Training - 23 February 2026 18:30-21:00 Online - Assertion 10 – GDPR Training (Chair & Clerk) – new dates and times are during the working day (clerk unable to attend these) - Data protection & GDPR Part 1 - 26 January 2026 18:30-20:30 Online <p><u>POLICES</u></p> <p>To review and approve the following policy</p> <ul style="list-style-type: none"> - Internet policy (to discuss points raised) <p>Clerk needs to write the below policies to comply with new legislation.</p> <ul style="list-style-type: none"> - Reserves policy - Data Protection policy - Update litter picking risk assessment (Refreshments at Cllrs house) - Clerk to update all polices with new website address and email
2601.89	<p><u>BULWICK'S FINANCES / ACCOUNTS</u></p> <p>To note current account balance stands at £3,134.93 on 12.01.2026 (Accounts & Audit 2015 Reg 4)</p> <p>To note savings account balance stands at £10,205.18 on 12.01.2026 (Accounts & Audit 2015 Reg 4)</p> <p>Invoices - to approve payments for the following (Accounts & Audit 2015 Reg 4)</p>

DATE	TO WHOM	REASON	COST	POWERS & DUTIES
14.11.2026	Valda Energy	Street Lights	£98.40	PCA 1957,s3 HWA 1980, s.301
25.11.2025	H. Keech	Staff Costs	£335.64	LGA 1972 S101,111 & 112
25.11.2025	DCK Payroll	Wages 08.25	18.00	LGA 1972 S101,111 & 112
25.11.2025	HMRC	PAYE	£84.00	LGA 1972 S101,111 & 112
26.11.202	Hugo Fox	Email Host	£11.99	LGA 1972 S142, TCSA 2014
27.11.2025	NALC	Training	£67.20	
30.11.2025	Unity Bank	Service Charge	£6.00	LGA 1972 S111
15.12.2025	Valda Energy	Street Lights	£107.42	PCA 1957,s3 HWA 1980, s.301
15.12.2025	Valda Energy	Street Lights	£0.04	PCA 1957,s3 HWA 1980, s.301
15.12.2025	Hugo Fox	Website	£23.99	LGA 1972 S142, TCSA 2014
29.12.2025	H. Keech	Staff Costs	£335.64	LGA 1972 S101,111 & 112
29.12.2025	DCK Payroll	Wages 08.25	18.00	LGA 1972 S101,111 & 112
29.12.2025	HMRC	PAYE	£84.00	LGA 1972 S101,111 & 112
31.12.2025	Unity Bank	Service Charge	£6.00	LGA 1972 S111

Invoices - to **note** income into the current account (Accounts & Audit 2015 Reg 4)

DATE	FROM WHOM	REASON	COST

Instant Access Savings Account - to **note** balance off (Accounts & Audit 2015 Reg 4)

DATE	INCOME	REASON	TOTAL
30.12.2025	Unity Bank	Interest	£55.93

Signatory on bank account – with the resignation of the chair we now require another signatory for the bank account.

Budget and Precept for 2026 – Email has been sent with precept information and acknowledgment of email received.

Direct Debits on account – To review DD & SO on account

- GoCardless (Hugo Fox) / ICO / Valda Energy – Direct Debits
- DCK Payroll Solutions / H.Keech / HMRC – Standing Orders

Accounts audit by Cllr 06.2025, 09.2025 & 1.2025 - Clerk will source other councillors who are not associated with the bank account to help with this requirement due to the resignation of Cllr I Martin

2601.90 **Items for next meeting or general interest**

2601.91 **Dates for future meetings -**

Wednesday 6th May 2026 @ 19.15hrs

We need dates setting for the next year.

	All other committee meetings will be advised by way of a summons in the form of an agenda in line with statutory requirements.
2601.92	Close of Meeting

Signed

Published 15th January 2026



Helen Keech - Clerk to Bulwick Parish Council

(* Members of the public are encouraged to address the Council at this point in the meeting through the Chair in relation to any item on the agenda. The maximum time limit for this item is 15 minutes, in accordance with the Standing Orders adopted by the Council.

Please note, this is a public meeting, and you may be filmed, recorded and published.

Copies of all council papers are available to download at <https://www.bulwickparishcouncil.gov.uk>