Birdingbury Parish Council

To all Parish Councillors **11th November 2026**

You are hereby summoned to attend a meeting of Birdingbury Parish Council convened by the Clerk, to be held on Monday 16th November 2026 in The Birbury, Main Street, Birdingbury at 7.30 pm.

Jackie Chapman
Clerk to Birdingbury Parish Council

Members of the Public and Press are welcome to attend.

AGENDA

1. Welcome

2. To receive and accept apologies for absence

3. Declarations of interest
Councillors are reminded that they should declare either a personal or prejudicial interest. (Councillors with a prejudicial interest should leave the room for the relevant items.)

4. Representations from the Public
Members of the public are invited to address the meeting for a maximum of 5 minutes. The Chair will respond and any items warranting longer discussion will be added to the Agenda for the next meeting of the Council.

5. Minutes of meetings
Minutes of the Parish Council meeting held on 21st September 2026. Enclosure A

5.2 Action Plan Enclosure B

6. Reports from Borough/County Councillor

7. Reports from Councillors
To receive any reports from Parish Councillors

8. Planning Applications
8.1 The following planning applications has been received since the last meeting held on 21st September 2026.

Planning No.	Address	Proposed work	Comments due
R26/0912	Davenport Cottage, Back Lane, Birdingbury, CV23 8EN	Listed Building Consent for internal alterations and replacement windows. (Retrospective).	20.11.26

8.2 Planning Decisions
The following planning decision has been received since the last meeting held on 21st September 2026.

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Planning Number	Address	Decision
R26/0402	Land adjacent to Masters Court, Leamington Hastings Road, Birdingbury.	Approved

8.3 Appeals - none received.

9. Financial Issues

9.1 Standing Order/Direct Debit payments made since the last meeting held on 21st September 2026. Enclosure C

Date	Payee	Amount
01.10.26	Clerk September 2026 Salary	
01.11.26	Clerk October 2026 salary	
01.10.26	HMRC September 2026 salary deduction	
01.11.26	HMRC October 2026 salary deduction	
30.09.26	Unity Trust Bank fee	7.00
31.10.26	Unity Trust Bank fee	7.00

9.2 Payments made since meeting held on 21st September for approval Enclosure D

Payee	£
FMF Contractors Ltd	581.40

9.3 Payments for authorisation Enclosure E

Payee	Amount
SLCC ¼ of £200 fee – Clerks membership	50.00
FMF Contractors Ltd invoice 0032	584.10
FMF Contractors Ltd invoice 0055	378.00
FMF Contractors Ltd invoice 0087	581.40
Allotment rent for 2024 – 2025 to Birdingbury Parochial Church Council	100.00
Allotment rent for 2025 – 2026 to Birdingbury Parochial Church Council	100.00
Clerk Working from home allowance (due May and November)	75.00
Clerk contractual wage increase 01.04.26 – 31.10.26	
HMRC due following contractual wage increase 01.04.26 – 31.10.26	

9.4 Bank Balance Reconciliation
Bank statement and reconciliation as at 31.10.26 Enclosure F

9.4 Budget Reports
As at 31.10.26 Enclosure G

9.5 Budget proposals 2027 – 2028
To set the budget required for 2027 – 2028 Enclosure H

9.6 HMRC Credit
Answer still awaited.

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10. Recreation Ground

10.1 To receive an update following a meeting of the recreation ground working group

10.2 To confirm the Parish Council will hold any funding/grants raised for the recreation ground. The funds will be held in a separate account.

10.3 To confirm the Parish Council will raise and place all orders for new equipment.

10.4 To confirm if the Parish Council currently has any funds it can put towards the recreation ground project.

10.5 District Councillor Keeling has indicated he has a Councillor fund which BPC can make an application to.

11. The Hovel
Written clarification has been received from Godfrey Payton, BPC's tenancy ended in April 2026.

12. Mobile Signal within Birdingbury
To establish if Atlas Towers are any closer to providing an improved mobile signal in Birdingbury. Cllr Kent

14. Risk Assessment Enclosure J
To review and re-adopt the Risk Assessment Enclosure

15. IT Policy Enclosure K
To consider adopting the proposed IT Policy.

16. Privacy Policy Enclosure L
To consider adopting the proposed Privacy

17. War Memorial
Two stone masons who have been contacted have advised they are no longer working as Stone Masons. A quote is awaited from Graveclean.

18. Items for the next Agenda

19. Date of next meeting - 18th January 2026