

Birdingbury Parish Council

To all Parish Councillors

15th July 2026

You are hereby summoned to attend a meeting of Birdingbury Parish Council convened by the Clerk, to be held on Monday 20th July 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**
 - 5.1** Minutes of the Annual Parish Council meeting held on 18th May 2026. Enclosure A
Minutes of the Parish Council meeting held on 18th May 2026. Enclosure B
Minutes of the Parish Council meeting held on 27th June 2026. Enclosure C
 - 5.2 Action Plan** Enclosure D
- 6. Reports from Borough/County Councillor**
- 7. Reports from Councillors**
To receive any reports from Parish Councillors
- 8. Planning Applications**
 - 8.1** No planning applications have been received since the last meeting held on 18th May 2026.
 - 8.2 Planning Decisions**
No planning decision has been received since the last meeting held on 18th May 2026.
 - 8.3 Appeals** - none received.
- 9. Financial Issues**
 - 9.1 Standing Order/Direct Debit payments made since the last meeting held on 18th May 2026** Enclosure E

Date	Payee	Amount
01.05.26	Clerk April 2026 Salary	

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05.05.26	HMRC April 2026 monthly salary deduction	
05.05.26	Information Commissioner	47.00
31.05.26	Unity Trust Bank fee	7.00
01.06.26	Clerk May 2026 salary	
03.06.26	HMRC May 2026 monthly salary deduction	
30.06.26	Unity Trust Service Charge	7.00

9.2 Payments for approval

Payee	£
Eleanor Choudry Internal Audit fee	230.00
James Hallam Insurance (CAS) renewal	504.82
Frank Mann Farmers April 2026 mowing Inv 3622	581.40
Frank Mann Farmers May 2026 mowing Inv 3685	511.20
FMF Contractors Ltd June 2026 mowing	581.40

9.3 Bank Balance Reconciliation

9.3.1 Bank statement and reconciliation as at 31.03.26 Enclosure F

9.3.2 Bank statement and reconciliation as at 31.04.26 Enclosure G

9.3.3 Bank statement and reconciliation as at 31.05.26 Enclosure H

9.3.4 Bank statement and reconciliation as at 30.06.26 Enclosure I

9.4 Budget Reports

As at 30.06.26 Enclosure J

9.5 HMRC Rebate

Update from Clerk.

9.6 Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return (Exempt Authority)

To note the notice has been published on the Parish Council noticeboard and is on the Parish Council's website.

9.7 Internal Audit Report

To review and adopt the recommendations made by the Internal Auditor. Enclosure J

9.8 Changes to mowing contract –

Enclosure K

10. Recreation Ground

10.1 Brought forward from last meeting 18.05.26.

To receive the Annual Playground inspection, note any necessary action to be taken. (Inspection report issued by email to all Cllrs on 16.02.26).

11. The Hovel

Email has been sent to the Diocese asking if the lease has been terminated as no invoice received from Godfrey Payton and no correspondence from Godfrey Payton. Defer to next meeting.

12. Emergency Plan

Clerk to update re sandbags and sand and responsibilities. Consider adopting Emergency Plan based on these responses.

13. Update on IT Vulnerability

Cllr de Nahlik to update the meeting.

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14. War Memorial

To discuss what action, if any, is to be taken in relation to the War Memorial.

15. Response from County Cllr Keeling re grant funding.

16. Items for the next Agenda

17. Date of next meeting - 21st September 2026