Ellington Parish Council

Minutes of the **Annual** meeting of Ellington Parish Council held
on **Monday 11th May 2026, 7.30m** at the Village Hall, Ellington.

Present: Councillors: Cllrs; Hinchliffe, Schmidt, Stening, Ruddle, Deal, Crook and Elliott.

Clerk: Lisa Hazel
County / Disc: None

Public: Several members of the public was present.

Cllr Hinchliffe welcomed everyone to the meeting and apologised for the late start due to the overrun of the previous meeting.

Cllr Hinchliffe confirmed the Parish Council recently went to elections as 9 candidates came forward for 7 positions on the Council. Everyone who put themselves forward were thanked for taking an interest in joining the Parish Council. It has now been confirmed the Parish Council is made up of the Councillors as listed above, which is a mixture or existing members being re-elected and several new members. Thanks were expressed to Cllr Andrew Mackenzie who was not re-selected for all of his hard work over the years. All new members duly signed their acceptance of office forms

Open Forum
A member of the public asked if the Parish Council could undertake regular 'walk arounds' of the village before each scheduled meeting and report any issues to the relevant authorities i.e. pot holes etc as not all residents are tech savvy to be able to report this themselves. Members confirmed they often report issues as when they see them on their travels around the village.

The issue of dog poo on the playing field was bought up. Confirmed new signs have been ordered for the playing filed which included reminders to pick up after your dog.

It was bought to the Parish Councils attention that vehicles are regularly driving wrongly down the slip road, Thrapston Road believing they can join the A14. It was confirmed this matter has been put to Highways who have assessed the situation but have indicated they feel the signage is adequate and there are no further actions necessary.

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2003 To Elect the Chairman of the Parish Council for the year 2026 / 2027
Cllr Hinchliffe confirmed he is no longer able to take on the role of Chair person and therefore is stepping down from this position but will still be a member of the Parish Council.

The Clerk asked for nominations for the position of Chairman. No nominations came forward. Therefore, it was agreed at the start of each meeting for the next couple of months a temporary chair will be nominated until such time a new Chairman is appointed. Cllr Hinchliffe agreed to temporarily Chair this meeting.

2004 To Elect the Vice-Chairman of the Parish Council for the year 2026 / 2027
On a proposition by Cllr Ruddle and seconded by Cllr Hinchliffe, Cllr Stening was proposed for this role. Cllr Stening confirmed he is happy to accept the role.

2005 To receive apologies for absence
None as all present.

2006 Declarations of interest in any agenda item
None.

2007 To approve the minutes of the extra-ordinary meeting held on 27th April 2026
The minutes were not approved as a true record as the Clerk was asked to make changes to item: **1996 Reclaiming of VAT,** to include reference to the Village Hall. The minutes are to be changed and put forward to the next meeting for approval.

2008 Matters arising from previous minutes not on the agenda
- **Vibration Assessment / Dip in Road - Update**

Noted works are to be carried out to repair the dip on the 14th / 15th May 2026.
- **Brampton Road Quietway - Update**

NOTED
- The proposed closure / works have been put on hold due to CCC's proposals to resurface the road.
- The Active Travel team were not aware of the road re-surfacing proposals until made aware by Cllr Ian Gardener
- Works to the Quietway i.e. new road markings, signs etc will now be completed once resurfacing works are completed.
- **North Huntingdon Cumulative Impacts Group - Note date of next meeting**

NOTED next meeting date is 20th May 2026. Cllr Stening confirmed he is happy to continue as the Parish Councils representative.

2009 Review / Approve Councillors Areas of Responsibility
RESOLED as follows:
- Cllr Ruddle - Village Hall representative
- Cllr Elliott - A14 SAG representative
- Cllr Deal - Responsibility for Planning
- Cllr Schmidt - Responsibility for Trees.
- Cllr Stening - North Huntingdon Cumulative Impacts Group representative.
- Woolley Hill Wind Farm Representative - Lisa Hazel, Clerk.
- Speed Watch - Cllr Hinchliffe / Lisa Hazel, Clerk

RESOLVED it would be beneficial to produce a village newsletter informing residents of the new Parish Council make up, areas of responsibilities of members and to encourage use of the new A14 reporting form on the website. **Action: Clerk.**

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2010 Annual Review of Policies and Procedures as per Standing Order
REVIEWED no action required at this time as polices are up-to-date.

2011 Review of the Council's subscriptions to other bodies
REVIEWED - to continue with membership to CAPALC and SLCC

2012 Review of inventory of land and other assets including buildings office equipment
REVIEWED with no changes. The Clerk highlighted she has received a verbal request to move the MVAS back to Thrapston Road to catch speeding drivers coming of the A14.

2013 Confirmation of arrangements for insurance cover in respect of all insurable risks
- **Consider Insurance Renewal Quotes**

The Clerk confirmed the insurance policy is up for renewal and a renewal quote has been received from the current provider. 2 further companies have been approached to quote. One company has declined to quote and a quote is awaited from the second company.

RESOLVED the Clerk is to work with the Vice-Chair to accept the quote most suitable for the Parish Council and report back to the next meeting. **Action: Vice Chair + Clerk**

2014 Review of the Council's expenditure incurred under S.137 of the Local Government Act 1972

24/11/2025	Donation Ellington VH Insurance Costs	£2,509.42

2015 Planning

- **26/00218/PIP - Permission in Principle for a minimum of four and a maximum of five dwellings, not to exceed a total NIA of 700m²**
  NOTE WITHDRAWN - NOTED
- **PARISH COUNCIL CONSULTATION – APPLICATION REF. 26/00730/PIP - Permission in Principle for a minimum of 1 and a maximum of 2 dwellings - Land West Of College Farm Thrapston Road Ellington**
  NOTE PARISH COUNCIL RESPONSE - NOTED

2016 Speed-watch - Update on speed-watch sessions held
The Clerk provided some statistics for recent speed-watch sessions held. A copy is attached Appendix: A. Noted that there may be some data missing.

2017 Finance & Administration:-
a**. Note payments made since last meeting and payments to be authorised**
NOTED - payments are listed at end of minutes.
b. To receive financial situation of Council and to note bank reconciliation - NOTED
RESOLVED to replace the £1,142.00 recently taken from reserves to pay for the village hall bar upgrade. The remainder of the money is to be carried forward to the new financial year.
c. To approve bank signatories
RESOLVED to approve the following members to become bank signatories: Cllr Stening, Cllr Ruddle, and Cllr Hinchliffe.
NOTED Cllr Lumbers who is no longer a member is currently the only signatory on the bank account with the other signatory being Cllr Chapman who is no longer with us. Cllr Lumbers has kindly agreed to continue authorising payments until the new signatories are on board.
d. RESOLVE to adopt Payroll Service from Sage to meet HMRC Requirements
The Clerk confirmed she currently uses HMRC BASIC PAYE to run the payroll. It was noted that HMRC periodically update their systems and it has been confirmed that the Clerks laptop is now too old and therefore will not be able to accept the next update.
The Clerk asked the Parish Council if they would support the change over to Sage, payroll services to ensure all reporting requirements are met. This was discussed by members along with various different options. The Council highlighted they would prefer the Clerk to use INTUIT - Quick Books and asked that this option is looked into.

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2018 Any other Business for information only
Cllr Stening welcomed all of the new members to the Council. However, it was highlighted that due to Cllr Andrew MacKenzie not being re-elected, the loss of Cllr Mark Chapman and the standing down of Cllr Bob Lumbers the Council has lost all experienced members along with a loss of history and information. The Clerk was asked to look into the possibility of the Parish Council being allocated an additional position to bring member numbers up to 8. Compelling reasons for this request was highlighted as follows; extra workload now placed on the Council, call for sites applications, proposed Brampton Cross development, outstanding enforcement matters etc. **Action: Clerk**

2019 Date of next meetings:
2026 - July 13th, Sept 14th, Nov 9th.
There being no further business the meeting was closed at 21.22pm.

06/03/2026	Reimbursment Alex Hinchliffe - Leaflet Printing		£39.00
06/03/2026	Core Synergy - Email Fees		£24.00
06/03/2026	Donation Grafham PC Clerk Laptop Security		£13.33
06/03/2026	L Hazel - Clerk Salary		£381.50
06/03/2026	NALC Clerk Training		£42.00
17/03/2026	Bank Charges		£4.25
18/03/2023	HMRC VAT Return	£156.00	
13/4/26	BEAM - Grass Cutting		250.00
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13/4/26	CAPALC- Affiliation Fees		376.63
13/4/26	Core Synergy - Email Fees		24.00
13/4/26	Core Synergy - Domain Name Fees		102.00
13/4/26	L Hazel - Clerk Salary		381.50
13/4/26	TMA Bark Supplies - Playing Field		2,067.04
17/4/26	Bank Charges		4.25
23/4/26	HMRC Clerks Tax		24.00
29/4/26	HDC Precept	9,834.00	
09/04/24	Interest	13.22	

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