

HARPLEY PARISH COUNCIL

Minutes of Parish Council meeting held on Thursday 30 July 2026 at the Village Hall

Present: Cllr Case (Chairman), Cllr Pocklington, Cllr Edwards, Cllr Rowley

Also present, Michelle Wroth (Parish Clerk), and 6 members of the public

1. Declarations of Interest (26.14)

- a) None

2. Apologies for Absence (26.15)

- a) All in attendance

3. Minutes (26.16)

- a) The minutes of the meeting held 21st May, having been previously circulated, were accepted as a true record and duly signed
- b) Matters arising from the minutes above, or previous meetings (information only)

4. Public Participation (26.17)

- a) The Planning Appeal for Millers Lane was raised regarding the traffic statics being recorded and not giving a true picture due to the timing of the study.

ACTION: Clerk to email concerns of the timing of the traffic study to the Appeals Officer

5. Co-Option of Member (26.18)

- a) To receive applications for Co-Option for Member Vacancies
Two co-option applications had been received with currently three vacancies – Cllrs had applications prior to meeting. Unanimous decision to co-opt both applications.

Cllr Burr and Cllr Chandler both signed their declaration of acceptance of office

ACTION: Clerk to send to ask NALC to setup GOV.UK emails for both Cllrs and to email the Register of Interest form for completion and to be returned to the Monitoring Officer at Borough Council.

6. To receive reports (26.19)

- a) County Councillor – No report received
- b) Borough Councillor – No report received
- c) Parish Councillor updates if applicable
Cllr Rowley provided an update on the Planning Training which he had attended and the meeting with Highways regarding the trees on Church Lane

7. Planning (26.20)

- a) Consider Planning Application(s): None at time of publishing agenda
- b) Consideration of applications arriving after publication of agenda - None
- c) Other Planning matters, including recent decisions

Application	Address	Description	Decision
26/00792/F	Ravens Yard, Nethergate Street	Variation of Condition Numbers: 2, 3, 5, 7,8,9 & 11of Planning Permission: 24/00068/F	WITHDRAWN 08.07.26

8. Finance (26.21)

- a) Consider Payments to be made – agreed; decision carried

Name	Description	Gross
Direct Debits:		
Unity Trust	Service Charge May	7.00
Unity Trust	Service Charge June	7.00
BACS:		
Nurture Landscape Ltd	Ground Maintenance – May	185.69
Nurture Landscape Ltd	Ground Maintenance – June	185.69
Salaries	Salaries (May)	300.48

CHAIR: ADAM CASE VICE-CHAIR: JEAN POCKLINGTON

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HMRC	PAYE P2	10.44
Ewings Accounts	Payroll P1 and P2	36.00
Salaries	Salaries (June)	300.28
HMRC	PAYE P3	34.60
NALC	Website hosting	130.32
Salaries	Salaries (July)	300.48
HMRC	PAYE P4	34.40
M Wroth	Expenses April to July	82.80

b) To note receipts:

Name	Description	Amount
Unity Trust	Interest	12.26

c) Bank Reconciliation at 22.07.26 – Reserves of £6,141.99

d) To note financial report Budget vs Actual - Noted

9. Other items for consideration (26.22)

a) BT Kiosk – Update and Next Steps

Receive update regarding progress on the BT kiosk project. Following the report, members will consider the next steps required to support the planned conversion of the kiosk into a community book library. This may include discussing any preparatory work needed, identifying resources or materials, and confirming any further actions that the working party or the Council may need to take.

A quote for a full painting kit was provided for £127 ex VAT; it was agreed the Council would cover £100 and the remaining would be covered by donations.

ACTION: The working party will purchase the kit and update the Clerk for the £100 payment to be made

b) Play Equipment – Future of the Play Area

The Council will undertake a more detailed discussion about the long-term future of the play area. This will involve reviewing the expected maintenance requirements and lifespan of the existing equipment, as well as exploring options for raising funds to support future repairs or improvements. Members will also consider whether to establish an earmarked reserve within the Council's budget to ensure ongoing provision for play equipment. In addition, the Council will look at potential grant funding opportunities that could support refurbishment or a phased replacement programme and identify any immediate priorities that may require attention.

A discussion took place on the cost and future of the equipment

ACTION: Councillors and Clerk to investigate suitable funding to apply for to repair and maintain the area

c) Approval of Standing Orders

Council to review the Standing Orders and resolve whether to approve and adopt them. Members may also consider whether any amendments are required prior to adoption.

Agreed – unanimous decision

d) Approval of Financial Regulations

Council to review the Financial Regulations and resolve whether to approve and adopt them. Members may also consider whether any amendments are required prior to adoption.

Agreed – unanimous decision

e) Playing Field Grass Cutting

To consider and approve the appointment of a contractor to undertake routine grass-cutting and maintenance of the playing field for the forthcoming season, based on the quotations received.

It was agreed to accept the quote of £1,299.77 ex VAT per annum, with the expectation that this will not increase during the year and when supplier is look to increase the price a suitable amount of notice is provided.

ACTION – Clerk to contact the supplier to finalise the SLA

10. Correspondences (26.23)

a) Email received regarding the play area and its future - Noted

11. Other items for discussion (26.24)

a) Matters raised by Cllrs – for discussion only

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The SAM2 machine is not currently working; the manufacturer will run diagnosis tests for £65+VAT.
b) Receive future agenda items - None

12. Next meeting (26.25)

a) To confirm the next meeting as at 7.00pm in the Village Hall, on Thursday 24th September 2026

Meeting closed at 7.53pm

Signed:(Chair) Date: