

# Tiffield & Caldecote Parish Council

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From: Mr Andy Tennet, Clerk to Tiffield Parish Council to all Parish Councillors 02/06/2026:

## MINUTES OF THE MEETING OF TIFFFIELD & CALDECOTE PARISH COUNCIL

held in The School Hall on Mon 01/06/2026 at 7.30pm

Present: Cllr M Nicholls (Chair of the Council). Cllr J Beasley. Cllr P Chaplin. Cllr B German. Cllr P Holdridge. Cllr Taylor.

Mr A Tennet (Clerk to the Council). Molly Powell

	Standing Items	Action
2606.01	The Chair read out the Opening Statement - In accordance with the Openness of Local Government Regulations 2014, this meeting may be recorded, filmed, broadcast or otherwise transmitted by any member of the public or press who may be present, without prior reference to the Parish Council. The Chairman shall ensure that such action does not interfere with the conduct or business of the meeting.	
2606.02	Apologies for absence - Cllr Tapley (holiday). Cllr Wincott (work commitment)	
2606.03	Declarations of interest related to business on the agenda for this meeting – Cllr Beasley registered a declaration of interest with regards to the application for a grant for the Gayton & Tiffield Minibus as he is a trustee.	
2606.04	Matters arising from the previous minutes not included on the agenda for this meeting – Mr Tennet took the meeting through the actions from the last meeting. All matters had been discharged apart from the following:  2605.04 – Cllr Nichols has been in touch with Cadent and they have been out to reseed some of the areas that were damaged. They are looking to return to the parish next week to see what work needs to be done to repair the bottom of St Johns/High Street South.	

## Tiffield & Caldecote Parish Council

	2605014 – Mr Tennet is still waiting for the WNC Emergency Action Plan template.	Mr Tennet to contact Ms Hepplewhite again.
2606.05	To receive and approve the minutes of the Annual Parish Council and normal Parish Council meetings held on 11/05/2026 – Resolution passed by all present with no objections. Minutes signed and dated by the Chair.	
2606.06	Public participation session – No one present	
2606.07	<p>Finance report – Mr Tennet presented his financial report as at Appendix A. Approval was sought for the expenditure listed in that document. Cllr Holdridge proposed that the payments be made by the Clerk and this was seconded by Cllr Chaplin. There were no objections.</p> <p>Bank balances presented at the meeting are as follows: Unity Trust Current Account -£1229.66, Unity Trust Instant Access Account - £29814.62, Lloyds Bank Pocket Park Account - £2097.87. Total held by the Parish Council - £32482.17</p> <p>Cllr Holdridge sought permission for the purchase of two speakers for use at parish events. These are the speakers he has previously borrowed and are now on offer for sale at for the price of £150.00. This includes the stands and all accessories. This expenditure was approved by all present. Storage of the speakers was discussed.</p> <p>Cllr Holdridge also sought confirmation as to the budget set aside for the purchase of fireworks. This was confirmed as £1600.00. Cllr Holdridge will inform Mr Brown that this is his spend limit for the event.</p> <p>Cllr Nichols raised the issue of the application for a grant made by Mr Jowers on behalf of the Gayton &amp; Tiffield Minibus and asked Mr Tennet to brief the meeting as to what he knew. Mr Tennet informed the meeting that Mr Jowers had asked for a donation of £1000.00. Previously the parish council had donated £500.00 and Mr Tennet</p>	<p>Mr Tennet to invite Mr Jowers to the next meeting.</p> <p>Mr Tennet to send Mr Jowers the grant application documents.</p>

## Tiffield & Caldecote Parish Council

	<p>suggested that if this was to be an annual request then it needed to be built into the budget. Mr Tennet was also aware that Mr Jowers had approached other parish councils with a similar request but had so far been unable to see what they had agreed to donate.</p> <p>Following some discussion, Cllr Beasley informed the meeting that the minibus was not losing money at present as it was undertaking several private bookings. However, they needed to build up reserves to be able to purchase a new bus in the coming years.</p> <p>Cllr German asked if the bus routes might be changed to include Caldecote. The Clerk was tasked with several actions as shown opposite.</p>	<p>Mr Tennet to try to find out what other parish councils had donated.</p> <p>Mr Tennet to add this matter to the next agenda.</p>
2606.08	Correspondence List – no matters arising	
2606.09	Planning applications – none received	
2606.10	DHL, IM Properties and Bell Plantation developments – no updates	
2606.11	Tiffield 100 club draw – 19, 48, 46	Cllr Chaplin to inform the winners
	<b>Business items</b>	<b>Action</b>
2606.12	<p>Consideration of projects for donation from Mr Edwards – the following projects were proposed: The French Drain on Claydon Field, new village signs for Caldecote, new picnic benches on Claydon Field, repairs to bus shelters on the A43.</p> <p>Cllr German asked if there was any further funding from IM Properties and Panattoni.</p>	<p>Mr Tennet to notify Mr Edwards of these suggestions.</p> <p>Mr Tennet to look at these organisations for funding.</p>
2606.13	Village name signs – Caldecote – Cllr German informed the meeting that the village was still waiting for 30mph signs to be erected and that he has had a quote for new village name signs at £2000.00 including installation.	Mr Tennet to contact WNC Highways regarding the 30mph signs for Caldecote.

## Tiffield & Caldecote Parish Council

2606.14	<p>Picnic Benches for Claydon Field – Cllr Nichols confirmed that Mr Tennet had sent everyone the website that he had found regarding the best priced benches. It was agreed that brown would be the best colour. Cllr Nichols reminded the meeting that the payment for the benches had been approved already at a previous meeting.</p> <p>It was agreed that a request would be made to Mr Edwards to help with the funding but Cllr Holdridge proposed that in any case, Mr Tennet should order the benches up to a fee of £1500. This was agreed by all present.</p>	Mr Tennet to order the benches after discussion with Mr Edwards.
2606.15	Advert of Councillor vacancy – Mr Tennet asked for permission to advertise the vacancy on the council left by the resignation of Cllr Tyrrell. This was agreed by all present.	Mr Tennet to advertise the Councillor vacancy.
2606.16	<p>Parish BBQ – Cllr Nichols confirmed that she had sent out the list of actions from last year. It was agreed that we need to advertise more on the parish FaceBook pages. It was then proposed that we have A5 leaflets printed up for both the BBQ and the garage sale. This was agreed by all.</p> <p>Ms Powell agreed to put some posters up in the pub.</p>	Mr Tennet to print and put up more posters, advertise the event on FB, provide posters for the pub and order the leaflets.
2606.17	<p>Provision of storage facilities – Cllr Chaplin raised the matter of storage facilities in the village and proposed a small storage container on Claydon Field behind the mound. This would be for the storage of the brush cutter, the BBQ equipment and other items that are currently in the village store. Cllr Chaplin had looked at a 10ft which would cost around £1200.</p> <p>Mr Tennet asked that any discussion of such a purchase could be postponed till later in the year when he had a better idea of the budget spend. It was further proposed to clear out the village store after the BBQ had been held.</p>	Mr Tennet to speak to Mr Dean re the padlock on the village store.
2606.18	To consider and accept the content of the Internal Auditors report 2025/26 – Mr Tennet took the meeting through the report. Cllr Holdridge proposed that the report be accepted and this was seconded by Cllr Chaplin. Cllr Nichols thanked the Clerk for all the work that he did on behalf of the parish council	
2606.19	Annual Governance and Accountability Return Section 1 – approved by all present.	
2606.20	Annual Governance and Accountability Return Section 2 – approved by all present	

# Tiffield & Caldecote Parish Council

2606.21	Notification of the exercise of public rights period: 9th June – 20 <sup>th</sup> July 2026 – approved by all present.	
2606.22	<p>Urgent Matters (for report only)</p> <p>CLlr Holdridge reported that the sign for Eastcote Road at the junction of High Street North.</p> <p>Mr Tennet confirmed that Claydon Field was to be used for car parking for a wedding on the 20<sup>th</sup> June. CLlr Chaplin reported that this was the same date as the music festival at The George.</p> <p>CLlr Beasley reported that he had attended a Zoom meeting regarding Community Energy Projects but that there was nothing from that meeting for the council to consider.</p> <p>Mr Tennet urged all members to read the last eUpdate from NCALC regarding planning applications.</p> <p>CLlr Nichols reminded everyone that the next meeting was on Tuesday 14<sup>th</sup> July. CLlr Taylor offered his apologies and asked Mr Tennet to look at dates for training courses.</p>	<p>Mr Tennet to contact WNC re the road sign</p> <p>Mr Tennet to liaise with both parties who want to use the field for parking.</p> <p>Mr Tennet to provide training dates to CLlr Taylor post August</p>
	With no other business the meeting closed at 8.45pm	

I certify that this is a true and accurate record of the transactions of Tiffield Parish Council in the above meeting:

Signed: \_\_\_\_\_ Date: \_\_\_\_\_