

Tiffield & Caldecote Parish Council

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From: Mr Andy Tennet, Clerk to Tiffield Parish Council to all Parish Councillors 16/09/2026:

MINUTES OF THE MEETING OF TIFFFIELD & CALDECOTE PARISH COUNCIL **held in The School Hall on Mon 14/09/2026 at 7.30pm**

Present: Cllr M Nicholls (Chair of the Council). Cllr J Beasley (08.00pm) Cllr P Chaplin. Cllr B German. Cllr P Holdridge. Cllr Taylor. Cllr Tapley.

Mr A Tennet (Clerk to the Council), Mr G Ferrie (Campaign to Protect Rural), Ms L Leggett (Resident)

	Standing Items	Action
2609.01	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.	
2609.02	Apologies for absence - Cllr Wincott	
2609.03	Declarations of interest related to business on the agenda for this meeting – none made	
2609.04	Matters arising from the previous minutes not included on the agenda for this meeting – Mr Tennet took the meeting through the actions arising from the minutes from the last meeting and either confirmed that they had been discharged or were agenda items at this meeting.	

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2609.05	To receive and approve the minutes of the meeting held on 14/07/2026 – Cllr Holdridge proposed that the minutes from the last meeting be accepted and this was seconded by Cllr German. There were no objections and as such Cllr Nichols signed the minutes as approved.	
2609.06	Public participation session - Mr Ferrie was invited to address the council in respect of the Campaign for the Protection of Rural England. Mr Ferrie explained the role and purpose of the CPRE and asked that Tiffield and Caldecote parish council Take out an annual membership to both support their work and to have access to their resources. After a brief discussion it was agreed that this matter would be taken forward and should be added to the agenda for the next meeting. Miss Leggett was invited to address the council in respect of her plans to organise and run a village festival on Claydon field in June of 2027. Ms Leggett listed several other residents who were prepared to help and that some planning had already been undertaken. Ms Leggett asked for support for this event from the parish council. It was hoped that some funding could be raised by sponsors but mostly Ms Leggett was looking for local people to be involved. This proposal received the full support of the parish council and will be added to the October agenda. Mr Tennet asked Ms Leggett to notify him of any financial assistance that may be required from the parish council by December at the latest to inform the budget for 2027 2028.	Mr Tennet to add this item to the October meeting agenda. Mr Tennet to add this item to the October meeting agenda.
2609.07	Finance report - Mr Tennant presented his Finance Report as attached to these minutes. There were no matters arising. It was suggested that in future the Finance Report be presented as an excel document rather than word. Bank balances presented at the meeting are as follows: Unity Trust Current Account – 2537.68, Unity Trust Instant Access Account – 17938.71, Lloyds Bank Pocket Park Account – 2134.12, Total held by the Parish Council – 22610.51. All these balances had been reconciled against the online accounts earlier today. Councillor German proposed that the accounts be accepted as accurate and this was seconded by Councillor Chaplin with no objections.	Mr Tennet to deliver the financial report in an excel format for all future meetings.

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2609.08	Correspondence List - Mr Tennet took the meeting through the correspondence list. There were no matters arising	
2609.09	Planning applications - none	
2609.10	Panattoni, IM Properties and Bell Plantation developments - whilst there were no developments in these matters, Cllr Nichols inform the meeting she and the clerk had an online meeting arranged with Mr Guthrie from Panattoni in respect of Panattoni's ongoing development and this was to be held prior to the next parish council meeting. It was proposed that at that meeting a list of community projects would be submitted to the developers for their consideration of financial assistance councillor Nicholls will report back at the next meeting	
2609.11	Tiffield 100 club draw – 20, 98, 26	Councillor Chaplin to notify the winners.
	Business items	Action
2609.12	Adoption of new and amended policies - Mr Tennet had previously circulated the policies as listed below and asked the council vote to adopt both the new policies and those that had been amended. Cllr Beasley highlighted that Cllr Wincott had not been listed in policy number 2. With that in mind Cllr Holdridge the proposed that the new and amended policies be adopted and this was seconded by Cllr Beasley. There were no objections. New Financial Regulations template, New Standing Orders template, TCPC 02 Organisation of the Parish Council – Councillor updates, TCPC 10 Community Assets – updated	Mr Tennet to ensure That Cllr Wincott is added to policy 2 and that all the amended and new policies be filed in line with all other parish council policies.
2609.13	Bonfire night - it was confirmed that this year's firework display would be held on the evening oh Saturday the 7th November. Cllr Holdridge confirmed that Mr. Brown had ordered the fireworks for this year and had asked that the clerk be invoiced directly.	Mr Tennet to contact the Friends of Tiffield School to see what plans they had for this year's display.

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	Mr Tennet informed the meeting that he had also spoken with Mr. Brown and that several fireworks had been left over from last year's display which should mean a lower cost for this year. The delivery date for the fireworks was yet to be confirmed and it was likely that a storage facility would be needed for a few weeks before the display itself. Mr Tennet had also been informed that Mr Robinson had agreed to help light the fireworks again this year but would require some help. Following some discussion, it was agreed that the gates to Claydon field would be opened at weekends during October to allow residents to deliver items for the bonfire but that this would need to be managed to ensure that only the correct materials what added. Cllr Holdridge agreed ag to provide music for the event and councillor Chaplin proposed that if sparklers were to be handed to the audience a provision was made so that they lit them themselves. The actions listed opposite but also agreed at the meeting. It was agreed the ticket price for the event would remain as last year. Mr Tennet urged all members of the parish council to help prior to and at the event itself.	Mr Tennet to contact anyone that volunteered last year to see if they were available this year. Mr Tennet to contact the company that supplied pallets last year to see if they could do the same this year. Cllr Chaplin to explore the possibility of a card reader for use on the gate. Mr Tennet to add this item to the October agenda. Cllr Nichols to contact the landlord of The George to see how the pub might be involved in the event.
2609.14	Defib for High Street North - Mr Tennen confirmed that he had spoken to Matt and Molly at The George Inn and they were happy for a defibrillator to be fitted to the wall of car park. The cost of a defibrillator was around £1000 and the cost for the cabinet and its fitting would be around £600 . Both these costs included VAT. This proposal was approved at the meeting pending the meeting with Mr Guthrie from Panattoni to see if this might be a community project they would be prepared to fund.	Councillor Nichols to include this proposal in her discussions with Panattoni.
2609.15	Traffic calming measures – St Johns - Mr Tennen informed the meeting that he and miss Robinson had met with representatives from WNC regarding traffic calming measures outside of the Tiffield Academy and the Gateway school. The representatives were quite surprised to see how little had been done to warn drivers that the two	

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	schools were there and had drawn up a list of measures to be taken to rectify this. These included new school warning signs, hatch markings on the road at the school entrances and other measures. Mr Tennet sought permission from the meeting to seek funding From the Office of the Police and Crime Commissioner for a new vehicle activated speed sign to be positioned outside of the Academy. This was proposed by Cllr Beasley and seconded by Cllr German. There were no objections	Mr Tennant to start the application process for funding.
2609.16	Quarterly review – The report submitted Cllr German and Cllr Holdridge was considered by the meeting and Cllr Beasley proposed that the document was approved and accepted. This was seconded by Cllr Taylor and there were no objections.	
2609.17	Pocket Park lease as of 2027 - Mr Tennet referred to the new lease for the pocket park that he had previously circulated. He informed the meeting that it appeared that the legislation quoted in the previous lease was correct and had not been superseded. He asked that the meeting approve the proposed lease. Cllr Beasley proposed that the new lease be approved by the parish council and that it be sent to the owner of the land Mr Mawby so that he could have it checked by an online company he uses for all his legal documents. This was seconded by Cllr Holdridge. Cllr Nichols raised the matter of a complaint regarding proposed lease fees that had been lodged by a resident, although in her opinion it was not a complaint as no legal requirement had been breached. As such, it should be seen as an objection. Both the complaint and her response had been previously circulated. The author of the objection had also been supplied with a copy of the complaints policy. It was agreed the matter of the objection should be included in the next edition of the Thunderbolt magazine and any other residents who wished to object be invited to contact the clerk. Cllr Holdridge felt that the matter had been dealt with correctly. Cllr Nichols asked if considering the objection currently raised, those present wished to review or amend any of the decisions made regarding the new lease. No matters were raised.	Mr Tennet to include the matter of this objection in the next edition of the Thunderbolt magazine. Mr Tennet to notify Mr Mawby that the parish council had accepted the revised lease and that he sends it to be checked by his legal adviser.

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2609.18	Extended warranty for VAS's - £199.00 per VAS, Per Year. 3-year contract - after some discussion it was agreed that this offer of an extended warranty would not be pursued due to cost.	
2609.19	Audit – Consider the final external auditor report and decide what, if any, action is required. It was agreed by present that the comments included in this report were noted and already addressed.	
2609.20	Tiffield Festival 2027 – as at item 6 above	
2609.21	Urgent Matters (for report only) Potential repairs to church clock - Mr Tennet informed the meeting that he had been notified that the church clock needed some repairs and that he was waiting for costs. Draft Regulation 19 Local Plan – Mr Tennet informed the meeting that the consultation for this plan would open shortly. The draft plan set out the future development plans for WNC and that he would circulate a link to the document. He urged all members to read the content very carefully with a view to provide a response at the next meeting. Mr Tennet informed the meeting the NCALC were offering training n the development of Community Action Plans and asked if anyone wished to attend. Cllr Tapley requested that the matter of flood defences for two properties need to be considered again. Cllr Chaplin reported that the vegetation at the bottom end of Tiffield Lane had now grown out along the roadside and was scratching cars that had to pull over due to oncoming traffic. Cllr Nichols reported that the kissing gait at the pocket park was broken. Councillor Chaplin felt that all the kissing gates needed to be looked at and repairing. Cllr Tapley confirmed that he was happy to look at the kissing gates to see what repairs were needed.	Mr Tennet to find out the dates and cost of such training and circulate the same. Cllr Holdridge to explore costs for the flood defences as discussed and Mr Tennet to add to the next agenda. Cllr Chaplin to report her concerns regarding overgrown vegetation to St doctor.

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	Cllr Nichols also reported that a tree had fallen along the Pocket Park. Cllr Chaplin agreed to speak with Mr Jowers. Cllr Tapley raised the issue of the willow tree which had now grown over the bench on the village green. DRAFT	Mr Tennet to contact IM properties to see if they would take any action and Mr. Williams to see if he might cut some of it back whilst cutting back his own hedgerow. Cllr Tapley to price up any repairs to the kissing gates in the Pocket Park. Cllr Chaplin to speak with Mr Jowers regarding the tree that had fallen. Mr Tennet to speak with Mr Williams regarding the willow tree overhanging the bench on the village green.
	With no other business the meeting closed at 9.05pm	

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

Signed: _____ Date: _____

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