

Minutes of the Parish Council Meeting of Stow

Thursday 4th September 2025 7 pm, The Cross Keys Stow

Present: Cllr Waudby, Cllr Arden, Cllr Eden, Cllr Hewitt, Cllr Leach

In attendance: Miss N Culliford (Clerk), one member of the public

030 Apologies for Absence Cllr Turner, Cllr Martinson, Cllr Mullally (WLDC), Cllr Wimhurst (LCC)

031 Declarations of Interest in accordance with Localism Act 2011 and any dispensations that may arise

032 Minutes for Approval from the previous meeting of Thursday 3rd July 2025. It was proposed by Cllr Arden and seconded by Cllr Eden to accept the minutes of the July 2025 Parish Council meeting as a true copy of the meeting. Resolved all agreed in favour.

033 Clerk's Report on Matters Arising

- a. Open actions for LCC: Confirmation of land ownership at cemetery entrance, visit to investigate flooding incidents from supply pipe running across village fields, progress with South Drive pipe repair. Cllr Wimhurst has informed the clerk that he is awaiting updates from LCC on cemetery land ownership and is arranging a visit to Stow w/c 8th Sept to progress flooding and pipe damage issues.
- b. Actions from review of risk register:
Grass and Hedge Cutting Risk Assessment: A risk assessment has been received from the grass and hedge cutting contractor and will be circulated for review. **ACTION**: Clerk to circulate risk assessment for review.
- c. Prior Approval of Payments: Cllr Eden shared a proposal regarding prior approval of parish council payments including pre authorisation of all payments of £150 and over (where not already agreed by other means) and it was proposed by Cllr Eden and seconded by Cllr Waudby that this be adopted. Resolved all agreed in favour. **ACTION**: Clerk to record agreed prior approval Standing Order and publish on PC website
- d. Review of Asset Register: Cllr Turner has supported the clerk to review the PC asset register and a few minor amendments have been made as a result. **ACTION**: Clerk to circulate latest version for information
- e. Outcomes from Anglian Water public meeting 19th August: Cllr Leach who attended the meeting with Cllr Turner shared a summary of the meeting including...
 - AW representative suggested people need to be proactive in reporting incidents to ensure full visibility of impact during flooding
 - Stow village is low priority due to relative low number of properties flooded versus other areas.
 - Resource constraints are impacting speed and efficiency of undertaking repairs
 - AW representative mentioned climate change as a contributor to recent flooding
 - No promises were made by AW to improve the current situation and no direct action is expected. Attendees questioned why other agencies were not invited (e.g. LCC Highways, Environment Agency) and the C explained they were advised to meet with agencies separately to keep discussions focused
- f. Review of management of trusts: Cllr Eden has been reviewing past PC documentation to understand if any funds acquired by Stow PC, e.g. Stow Recreation Fund, would fall under the definition of 'held in trust'. To date there is no direct evidence but there is further investigation to do and updated at the next PC meeting in November.

034 Accounts and Governance

- a. The clerk shared a summary of income and expenditure for the period since the last meeting 1st July to 31st August using a slightly revised format. It was proposed by Cllr Arden and seconded by Cllr Eden that the payments be accepted and the new format be adopted for future meetings. Resolved all agreed in favour.

MONTHLY EXPENDITURE & INCOME DETAILS	RECEIPTS	PAYMENTS
Memorial Stone	90.00	
Burial & Interment Fee (H10)	900.00	
Clerk Salary		161.65
Clerk Income Tax		40.40
Clerk Salary		152.02
Clerk Income Tax		38.00
Defib Maintenance Fee (SFR Funds)		110.00
Grass & Hedge Cutting 7		234.00
Grass & Hedge Cutting 8		234.00
Grass & Hedge Cutting 9		234.00
Grass & Hedge Cutting 10		234.00
Clerk Expenses (mileage)		7.20
Solar Panel Repair		44.00
Annual Playpark Inspection		105.60
Xmas Light Electric Costs		12.54
	EXPENDITURE TOTALS	1607.41
PC Bank Balance as of 31/08/2025	£16,258.42	
Balance includes:		
Stow Recreation Fund	£5,206.33	
Of which, ringfenced for accessible play park equipment	£468.87	
CIL Allowance for items for village use	£3,259.56	
	£8,465.89	

- b. A question was raised about costs to the PC for burial and interments. It was confirmed that the PC incurs no cost in these instances.
- c. The resident present thanked the Cllr. Who has recently volunteered services to tend to damaged trees in the village
- d. The request for Cllr Eden to have access to the PC bank account has now been approved by NatWest. **ACTION:** Clerk to progress next phase of process to replace current signatory Cllr Hewitt with Cllr Eden
- e. Clerk pay award 2025/26: The Clerk left the room whilst Councillors discussed the 2025/2026 local government pay award and related matters. It was proposed by Cllr Eden and seconded by Cllr Waudby that the pay award for 2024/5 be awarded and backdated and the Clerk move to SCP13 from 18th November following a year of service. Resolved all agreed in favour.
- f. Precept 2026/27: The Clerk shared a summary of spend against budget for the current year as of 31st August to support early discussions for planning of the Precept request for 2026/7. Some comments were made including:
 - It was proposed by Cllr Waudby and seconded by Cllr Eden that the PC grant of £100 is presented to the Sturton youth club again in 2025/2026. Resolved all agreed in favour
 - It was proposed that the budget for grass and hedge cutting is retained as per the current year but that Cllr Waudby asks the contractor to notify him prior to each visit so that these can be agreed or delayed subject to weather conditions and length of grass.
 - Cllr Eden noted that solicitor fees will be incurred if the PC is able to register "parish field", though these costs could be potentially met from CIL funds.

035 Council and Village Issues

A few anecdotal complaints have been received concerning damage to vases placed at graves in the cemetery. It was noted that the uneven ground and large cutting equipment makes it difficult to cut accurately around graves and that in some cases vases and other memorials have been placed outside the allotted area. **ACTION:** Clerk to prepare notice informing visitors/residents of risk to graveside items and to send to Cllr Waudby for installation.

- a. Cllr Leach requested an additional dog waste bin at the end of Church Road (near barrier).
ACTION: Clerk to put this request to Cllr Mullally

- b. Cllr Arden noted that we will soon be receiving LCC letters regarding requests for grit bin top ups.
ACTION: Cllr Eden to check levels of village grit bin and report back.

036 Highways

No matters to report

037 Communications with Parish Residents

- a. Content for Spring Bugle (deadline 21st September). **ACTION:** Clerk to prepare communication on risk to items placed at cemetery gravesides (as per item 35a above) as well as adverse weather advice like that shared with residents in Winter 2024.
- b. The clerk advised that a Facebook business page has been set up for the PC that enables posting of agendas, minutes, and other updates on the Stow Community page.

038 Ongoing Solar Projects.

- a. The PC have received updates on a solar application for a site at Sturton le Steeples. This is out of area so no comments will be submitted.
- b. The clerk shared an update on status of the Tillbridge solar application. The PC have not re submitted comments during the last consultation as previous comments still stand.
- c. It was agreed that solar matters would be discussed and reported under 'planning' in future agendas and minutes.

039 Training

It was proposed by Cllr Eden and seconded by Cllr Arden that this item be removed from future agendas and be discussed under AOB where related matters arise. Resolved all in favour.

040 Planning

- a. The clerk shared updates on planning applications since the last meeting. No comments to submit on behalf of the PC for new applications.
- b. Councillors agreed to endorse a tourism brown sign application being submitted by the Cross Keys, Stow. **ACTION:** Clerk to update Cross Keys team on this matter.

041 Correspondence

No matters to report

042 County and District Councillor Reports

No matters to report

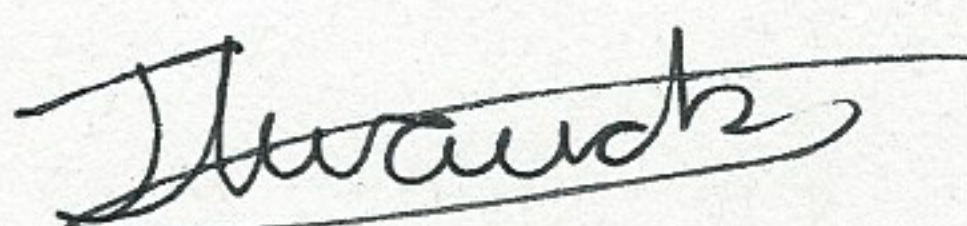
043 AOB

- a. Registration of Stow parish field: Cllr Eden shared a previous PC report relating to ownership of land known as the 'parish field, created in June 2021. No further discussion or action has been found since this report. **ACTION:** Cllr Eden to seek legal advice on process and costs to register the land.
- b. PC Objectives: Cllr Arden has reviewed and revised the previous PC objectives (these include registering 'parish field' land. **ACTION:** Clerk to circulate revised objectives for comment
- c. Annual Play Park Inspection Report: Cllr Eden raised some concerns about high scoring 'amber' items, (2 x animal rockers), in the report that may require attention prior to re inspection next year), and the broken bench. **ACTION:** Clerk to add to November agenda for discussion.
- d. Damage to Speed Signs: Further damage has been noted to village speed sign and the removal of a speed reminder sign, both situated on the Ingham Rd.

Meeting closed by chair at 20:42

Date of future meetings to be held at The Cross Keys, Stow

Thursday 6th November 2025, Thursday 8th January 2026, Thursday 5th March 2026

 6/11/25