



**Minutes of the Meeting of BRINGTON PARISH COUNCIL
held on Wednesday 15 April 2026, at the Reading Rooms, Great Brington**

Present: Cllrs K White (Chair), R Gardner, S Beeusaert, M Roach, J James and R Welsford
Also Present: Clerk and 8 members of the public
Apologies: Cllr N Tompkins (Vice Chair) D Kennedy
Meeting: Started at 7.45pm

1/2027	Welcome and Announcements Cllr White (Chair) welcomed all to the meeting.	Action
2/2027	To receive apologies for Absence Apologies were received from Cllr N Tompkins and D Kennedy. These were agreed.	Clerk
3/2027	To receive declarations for interest on items on the Agenda None	Clerk
4/2027	Minutes of the Parish Council Meeting of 18th March 2026 Agreed to the minutes of the meeting of the 18 th March 2026 <i>Chair signed the minutes</i>	Clerk
5/2027	Public Participation <ul style="list-style-type: none"> i. A member of the public spoke on item 10 of the agenda ii. A member of the public spoke on item 10 on the agenda as well as raised issues with information on the website being out of date, the potential RV site on Long Buckby Road, planning on Brington Road, street cleaning and maintenance between the PC and Althorp iii. A member of the public commented that they enjoyed the playground and enjoyed seeing Cllr James at the monthly breakfast club. <i>Answers to questions raised in the public participation have been added as an appendix to the minutes of this meeting.</i>	Clerk
	<i>It was proposed by Cllr James, seconded by Cllr Welsford, unanimously agreed to discuss item 10 on the agenda next</i>	
6/2027	To Receive Reports from: <ul style="list-style-type: none"> a. The Chair – The chair has been speaking to the planners about Brington House. They are unable to provide many details, however, they are looking into the matter. b. The Clerk – (see Appendix A for finance report). The Clerk confirmed she had spend much of her time this month on the finances of the council to provide a transparent picture of where the council is at present. Long Buckby Road site has been sold and the Caravan club had confirmed that no licence had been granted on the site WNC planning had contacted the Clerk to confirm that the Saracen’s Head car park extension did not require planning permission. c. Police Representative – Cllr Welsford confirmed that he had completed a speed watch with our local PCSO. He had spent 90 mins on the road between the two villages and of the 60 cars they recorded none of them were speeding. The speed check had a max speed on 28 MPH. The beat bus had also been in the area. Cllr Welsford to move the 20 MPH signs d. Ward Representative – Cllr Morton sent his apologies as he is attending the parish council meeting in Ravensthorpe. 	
7/2027	Planning <ul style="list-style-type: none"> a. None to discuss b. None to discuss c. None to discuss 	
8/2027	To Note any update from Althorp Estates No representatives present . Althorp have confirmed they will be attending in May.	
9/2027	Reading Room	

Cllr Roach confirmed that the report had been sent and that no response had been received at present.

10/2027

Finance

a) **RESOLVED** to agree to the below payments for April 2026 excluding the payment to DACT which has been sent to the PC in error

Payee	Description	Total amount	Sub total	VAT	Additional notes
R Ball	Salary April	558.39	558.39	0	LGA 1972, Section 112
R Ball	Tax and NI Contribution	181.55	181.55	0	LGA 1972, Section 112
Third Avenue	March Website	62.4	52	10.4	LGA 1972, Section 142
Compete 360	365 Back up cost	4.93	4.11	0.82	LGA 1972, Section 111
Eon	Cricket Pavillion Standing Charge	29.4	28	1.4	LGA 1972, Section 133
West Northants Council	Annual Empty of bin – Hamilton Lane	423.11	352.59	70.52	Open Spaces Act 1906
R&G	Grass cutting	391.20	326.00	65.20	Highways Act 1980 – Sections 96
Althorp	Little Brington Playing Field rent	120.00	100.00	20.00	Open Spaces Act 1906
NCalc	Membership, Internal audit and Data protection officer	742.02	678.47	63.55	Local Government Act 1972 – Section 143 and Accounts and Audit Regulations 2015
DACT	Trip to Greenwich	271.10	271.10	0.00	LGA 1972, Section 137
Valda Energy	Electricity – March	159.73	152.06	7.67	Parish Councils Act 1957 – Section 3

		2672.73	2433.17	239.56	
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b) It was **NOTED** the money in the bank accounts on the 31st March 2026. Cllr James believed that if the £15,000 was the remaining national lottery grant that this should be shown. Cllr White and the Clerk to confirm if the lottery money has already been used.

Current Account £ 285.46	Business Premium Account £17942.89
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c) To note the [spend vs the budget for the financial year 2025- 2026](#)

	2025-2026		
	£		
RECEIPTS			
Precept	23790.25	23791	
Grants/Donations		0	
Bank interest	250.00	486.9	
VAT claims	3233.00	5451.19	
Kimbles Field Rent	250.00	0	
Awards For All - Lottery	0.00	0	
CIL	0.00	4543.71	
Duplicate payment refund	0.00	1034.8	
Total receipts	27,523.25	35307.6	
PAYMENTS			
Audit Fees (int & ext)	250.00	441	-191.00
Subscriptions (NALC/CPRE/SLCC)	650.00	739.72	-89.72
Bank Charges	-	0	0.00
PWLB Loan	-	0	0.00
Insurance	500.00	759.12	-259.12
Clerk Salary Inc PAYE	8000.00	11311.71	-3311.71
Clerk Expenses	500.00	696.67	-196.67
Phone / Office (incl cllr training & IT)	600.00	243.5	356.50
Election Expenses	1146.00	80.5	1065.50
Electricity	2000.00	4095.04	-2095.04
Grass Cutting Dog Waste Bin Emptying	3500.00	4205.5	-705.50
Chairmans Allowance	0	0	0.00
Newsletter	350.00	350	0.00
LB Field	500.00	280	220.00
Kimbells Field	1000.00	532	468.00
Village events / groups	300.00	606	-306.00
Parish Improvements	1000.00	352.59	647.41
LBPf Improvements	11500.00	16210.09	-4710.09
IT Improvements	500.00	1350.03	-850.03
Reading Room Rent/ Insurance Premium	1500.00	3075.07	-1575.07
Kimbells Field Improvements	500.00	103.44	396.56
S50 Road Traffic Licence			0.00
VAT	3233.00	4821.21	
Total Payments	37,529.00	50253.19	-12724.19

- d) To note that the precept amount requested for 2026-2027 was £24,978.00.
RESOLVED to agree to the precept amount that was requested in January 2026 and previous amount stated was an error.
- e) To receive a report from the Clerk on the financial position of the council and make any decisions that are appropriate.

The clerk had sent out a report on the day of the meeting about why she believed the council was in the position it was. She apologised for the short notice about it but had consulted with Ncalc first.

(Appendix A)

A lengthy discussion took place amongst the councillors about the current financial position of the council and the budget overspend for the year. Councillors raised questions on:

- a. A number of duplicate invoices from the energy suppliers that had been taken by DD.
- b. A number of duplicate payments made to suppliers for the same invoice. *(The Clerk confirmed that the over payments had been returned by the suppliers and were listed on the budget income)*
- c. The previous clerk's contract and the terms of it.
- d. The national lottery grant and what the money had been used for or was to be used for and clarification on it.

Some councillors believed that when they had raised questions in the past that they had not received the information or that the information did not match with the financial information they had which had made things unclear.

All payments had been resolved by the council. The electricity company had now gone into administration and were unlikely to receive any refunds for the money that had been paid. All duplicate payments had been refunded to the council.

The council agreed with the report in principle that the reason for the overspend were due to

1. Underestimation of budget requirements
2. Increased operational costs (utilities, staffing). Once swapping to Tomato Energy the cost of electricity had dramatically increased. The company is now in administration.
3. Project expenditure exceeding approved budgets. The playing field project had cost more than expected.
4. Insufficient in-year financial monitoring . Some councillors had not received clear information when they had questions over the finances of the council
5. Lack of formal controls on discretionary spending.
As well as:
6. No internal controller appointed on the council to oversee and check the finances throughout the year.
7. Questions over whether or not the National Lottery Grant had been spent, and if not, was the council able to use it on this project had not been answered.

Councillors believed it was important to communicate better with the residents .

RESOLVED to agree in principle to the actions points in the clerk's report along with the points agreed at the meeting

1. Note the current financial position and overspend
2. Approve the immediate spending controls
3. Agree to receive monthly budget monitoring reports
4. Approve a full budget review and reforecast
5. Agree to review contracts and project controls

	<p>6. Agree to the job description from the internal controller and the internal control policy included in the Clerk's report</p> <p>7. Provide answers to the questions that have been raised by the public around finance.</p> <p>8. Zip wire to be delayed until further information has been provided.</p> <p>9. Confirm if the lottery grant has been spent already.</p> <p>10. Confirm if the council can receive a mowing grant from WNC?</p> <p>11. Finance to be the top of the agendas after the public time on all agenda moving forward.</p> <p>RESOLVED for Cllr James to become the internal controller and Cllrs Beeusaert and Roach to become the secondary approvers for payments when we switch to Unity (once the precept has been received). Cllr James to be removed as a signatory now she is the internal controller.</p> <p>RESOLVED for Cllr Welsford and Cllr Beeusaert to support the council in communicating better to the residents. Cllr Beeusaert to support the Clerk in updating the information on the website. Clerk to use the village email more to send out communication to the village.</p> <p>e. To discuss the CIL money received in 2025-2026. RESOLVED to used the £4543.71 towards the Little Brington Park project which has been carried in the financial year 2025-2026.</p>	
11/2027	<p>Policies and Procedures</p> <p>RESOLVED to agree to the over time policy.</p>	
12/2027	<p>Rent increase to the Playing Field, Great Brington</p> <p>AGREED to defer until the next meeting as Althorp Representative will be in attendance</p>	
13/2027	<p>Playing Field in Great Brington</p> <p>AGREED that this could be used for car parking for the open gardens event.</p>	
	Meeting closed at 21.10pm	

SIGNED: *Keith White*

Date: 20th May 2026

APPENDIX A

Meeting Date: 15th April 2026

Agenda Item: Financial Position and Overspend – Review and Actions

Prepared by: Clerk / Responsible Financial Officer

1. PURPOSE OF REPORT

To inform Members of the current financial position, highlight the budget overspend of **£12,724.19**, identify key causes, and seek approval for corrective actions to restore financial control.

2. FINANCIAL SUMMARY

Description	Budget (£)	Actual (£)	Variance (£)
Total Receipts	27,523.25	35,307.60	+7,784.35
Total Payments	37,529.00	50,253.19	-12,724.19

Despite higher-than-expected income, total expenditure significantly exceeds budget, resulting in a net overspend.

3. KEY AREAS OF OVERSPEND

The most significant variances are:

- Clerk Salary (incl. PAYE): **+£3,311.71**
- Electricity: **+£2,095.04**
- LBPF Improvements: **+£4,710.09**
- Reading Room Rent/Insurance: **+£1,575.07**
- IT Improvements: **+£850.03**
- Grass Cutting/Dog Waste: **+£705.50**
- Insurance: **+£259.12**

These overspends account for the majority of the deficit.

4. ANALYSIS

Preliminary review suggests the overspend is due to a combination of:

- Underestimation of budget requirements
 - Increased operational costs (utilities, staffing)
 - Project expenditure exceeding approved budgets
 - Insufficient in-year financial monitoring
 - Lack of formal controls on discretionary spending
-

5. RISKS

- Depletion of council reserves
 - Reduced ability to deliver future services/projects
 - Reputational risk and reduced public confidence
 - Potential non-compliance with Financial Regulations
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6. RECOMMENDED ACTIONS

6.1 Immediate Controls

- Suspend all non-essential and discretionary expenditure
- Review all outstanding financial commitments

6.2 Financial Monitoring

- Introduce **monthly budget monitoring reports** for the foreseeable future
- Include forecast year-end position in all reports

6.3 Budget Review

- Undertake a full **budget reforecast** for the current year
- Use historical actuals to inform future budgets
- Include a contingency provision (5–10%)

6.4 Staffing Review

- Introduce controls for overtime and additional hours

6.5 Project Governance

- Require formal approval for all projects with:
 - Defined budgets
 - Multiple quotations
 - Spending caps
- Monitor all project expenditure against approved budgets

6.6 Utilities and Contracts

- Review electricity usage and supplier tariffs
- Explore cost-saving measures
- Review major contracts for value

6.7 Reserves Strategy

- Review current reserves position
- Consider use of reserves for one-off overspends only
- Avoid reliance on reserves for ongoing costs

7. FINANCIAL IMPLICATIONS

Failure to take corrective action will likely result in:

- Further overspending in the current year
- Potential need for significant future precept increases

8. RECOMMENDATIONS

Members are asked to:

1. Note the current financial position and overspend
2. Approve the immediate spending controls
3. Agree to receive monthly budget monitoring reports
4. Approve a full budget review and reforecast
5. Agree to review contracts and project controls
6. Agree to the job description from the internal controller and the internal control policy

APPENDIX B – Responses to questions raised at the meeting

1. Former Clerk Overtime

This is an area the Council could have scrutinised more thoroughly prior to approving the payment. The overtime payments were formally agreed at a council meeting. The introduction of a formal overtime policy will ensure greater oversight and prevent a recurrence of this situation.

2. Maintenance (Kimballs Field and Back Lane)

Maintenance of these areas remains an ongoing matter. We are currently in contact with Althorp regarding seasonal cutting arrangements. While this should ideally not require repeated annual discussion, we will work towards formalising a structured maintenance schedule to ensure consistency and clarity going forward.

3. Street Cleaning

Thank you for raising this concern. Street cleaning is monitored through a combination of contractor schedules and local reporting. It appears that this may have been missed or not carried out to the expected standard. This will be followed up with the relevant authority to ensure the matter is addressed promptly.

4. Website Costs and Updates

The monthly cost covers hosting and maintenance. However, the concerns raised regarding outdated and incorrect information are valid and unacceptable. It is essential that Council information is accurate and up to date, and this will be treated as a priority.

5. Additional Website Updates

You are correct to highlight these inconsistencies. Key information such as meeting dates, agendas, Clerk details, and noticeboard content should always be current and clearly presented. These issues will be reviewed and corrected, and processes will be implemented to ensure regular and reliable updates moving forward.

6. Long Buckby Road (RV Site)

This matter was discussed at the recent Council meeting. Councillor Kennedy has received confirmation that the site did not obtain a licence from the Caravan Club. The site has since been sold and is not intended for use as an RV site.

7. Property on Brington Road

Concerns relating to developments or potential deviations from approved planning permissions should be directed to the relevant planning authority. The Parish Council remains in contact with West Northamptonshire Council regarding this property; however, residents are also encouraged to report any suspected breaches directly.

8. Lottery Grant and Zip Wire

There has been some inaccurate information in circulation. The Council has reviewed the matter and consulted with all relevant stakeholders. The National Lottery grant was allocated to stage one of the Little Brington playing field project. While the zip wire could be cancelled, this would incur cancellation charges.

9. Electricity

Tomato Energy has entered administration. Payments had been made via direct debit, and the Clerk had been in ongoing communication with an energy broker regarding a credit note, which was due to be issued prior to the company entering administration but was not received. The lampposts operate on an unmetered supply, which is standard practice within the industry.