

Capheaton Parish Council

Minutes of the Parish Council Meeting held on Monday 3 November 2025

- 1) **Present:** Mr W Browne-Swinburne, Ms Coe, Mr RD Patterson, Mrs E Moffat, County Councillor R Dodd
- 2) **In attendance:** Mr P Ware (Clerk)
- 3) **Apologies for absence:** Mr RW Irving
- 4) **Opportunities for members of the public to raise matters:** none
- 5) **Minutes of the Meeting held on 4 August 2025,** having been circulated, were approved and signed. There were no matters arising.
- 6) **Planning:**
 - a) 25/00633/03/DISCON Kirkheaton Wind Farm – EDF Renewables are currently on site and in the process of dismantling the turbines.
- 7) **Highways:**
 - a) NCC LTP Capital Programme 2026-27 – the same three priority schemes as last year were submitted on 16th October 2025 for inclusion in NCC's next three-year programme.
 - b) It was noted that NCC had recorded two accidents, one of which was serious, at the A696/U6042 junction (at Bonnyriggs just past the bend) so is on their radar again for possible improvements.
- 8) **Kirkheaton car parking:**
 - a) EDF Renewables started the wind farm decommissioning works during the week commencing 13th October 2025, the Chair and Clerk met them and their contractor on site on 17th October 2025 to discuss possible communal car parking areas. Works and discussions on-going.
- 9) **Defibrillators:** Cllrs Irving and Patterson continue to monitor the defibrillators in Kirkheaton and Capheaton respectively. Clerk to ask NALC about insurance liability.
- 10) **Correspondence & e- information items:** all noted
- 11) **Council Governance:**
 - a) The Model Financial Regulations template, revised in March 2025, was circulated and reviewed by members and they resolved to adopt the minor amendments suggested by clerk. Updated version to go on Council website.
 - b) Council website and email – The clerk previously circulated information about the increased costs associated with moving to a .gov.uk domain and website. Members agreed to follow the NALC recommendation and go with HugoFox, with implementation starting 1st January 2026 to allow transition from existing to new website and email. Clerk to follow up.
 - c) Community Emergency Plan - The Village Hall is registered as a Community Response Hub for the Northumberland County Emergency Response Plan, whereby NCC check the contact details annually. Cllr Patterson and others concluded that no further action was needed at this time.
 - d) NCC Community Governance Review 2025 - Members discussed, then completed a 'Pre-consultation Questionnaire' for return to NCC. The process runs until November 2026 and any recommendations will be implemented by the next local elections scheduled for May 2029. Generally, there were no concerns about the continued viability of the parish council.
- 12) **Finance for 2025/26**
 - a) **Report and bank balance:** The clerk gave a report of this year's spend to date, with a Finance Summary and latest banking statement circulated to members, showing a balance of £2,901.91 not including today's payments.
 - b) **Payments authorised:** Payments for Clerk's salary and expenses were authorised at a cost of £275.40.
 - c) **Parish precept & Council Tax 2026/27:** The clerk presented a draft budget for 2026/27. Members decided to increase the precept to £3,200 from £3,045, i.e., by 5.09% to maintain Council balances and to cover increased governance costs.
- 13) **Any other business:** none

Date and time of next meeting: Monday 9th February 2026 at 7.00pm

_____Chairman

_____Date