



Bilton Parish Council

Clerk: Miss Carris Mallinson

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Minutes of a meeting of Bilton Parish Council held on Tuesday 12th August 2025 in the Village Hall Bilton

Councillors present: Carl Mallinson, Lynsay Shuttleworth, Brian Gill, Jannine Clayton

Ward Councillors: None

Members of the Public: 0

Clerk: Carris Mallinson

Apologies: Sally Griffin-Smart, Elizabeth Fairbank, Ann Etherington, Lee Sims

Declarations of Interest: None

33/2026

Minutes of previous council meeting:

The minutes of July's parish council meeting were approved by full council.

34/2026

Chairs Report:

The chair offered his apologies that he would not be attending next meeting due to holidays.

35/2026

Clerk's Report:

- Withernwick Wind Farm Small Grants Fund has been approved for £464 to go towards a new flagpole and Union Jack Flag.
- Flagpole and Union Jack flag are due to be delivered in the coming weeks.
- The official opening for the new Defibrillator gifted to the Parish by the CADEY scheme is scheduled for Friday 5th September at 11:00am at Bilton Village Hall.
- Clerk to attend a free online Clerk's Conference on 9th October.
- Meeting with Agilico has been booked for September to discuss future need for the printer.
- Resident has offered to do the flag raising once flagpole is installed. The Council appreciated the offer and opted to accept.

36/2026

LWW Social Value Opportunities

Living with Water had enquired about ideas for things LWW could offer the parish that would add social value, and example being that of water butts for St Peter's Church. The Council agreed to enquire about the possibility of further birdmouth fencing to be placed on Ingram Avenue to match the rest of the village. The Council also agreed to post to social media to ask residents directly for ideas.

Action(s): Clerk to contact LWW with suggestions and post on social media asking for ideas.

37/2026

Parish Booklet

The Council agreed to explore bringing back the parish booklet. The Council decided to investigate having the booklet professionally printed in full colour and to gauge interest in advertising within the booklet.

Action(s): Parish Booklet to be discussed further at next council meeting with examples and pricing options.

38/2026

Permanent Clerk Position

The council resolved to retain the clerk on a permanent basis subject to checks with ERNLLCA HR on the process of switching a clerk from temporary to a permanent basis.

Action(s): Chair to contact ERNLLCA regarding employment change.

39/2026

Planning:

Ref:25/01811/STPLF – The Council agreed to support the application but were concerned about the amount of HGV traffic estimated to come through the village each day during the construction period. The council opted to enquire about a possible community fund and express their concerns about the traffic within the letter of support.

Action(s): Letter of support to be drafted and added to planning portal.

40/2026

Burial Ground:

A burial enquiry was received regarding former parish residents of 51 years who had moved away for medical reasons. The council agreed to charge the resident rate.

41/2026

Highways:

- The Council agreed to allocate £150 towards bulbs to be planted in the village on a bulb planting day in the coming months.
- Further reports of untidy grass verges in Ganstead East. It was agreed to again report this to ERYC.
- Further reports of a caravan on agricultural land. It was agreed to again report this to ERYC.

Action(s): Clerk to report issues.

42/2026

Neighbourhood Watch:

Crime report was read to council.

43/2026

Finance:

- The Council agreed to cancel Abzorb contract and pay termination fee of £274.01, saving the council around £60.00.
- Pay change for clerk: National Joint Council for Local Government Services (NJC) reached an agreement of pay increase of 3.2% to be implemented and back paid to 1st April 2025.

Bank reconciliations were agreed upon and approved.

HSBC Current Account: **£7,430.02**

HSBC Money Manager: **£10,546.21**

Payments:

Company/Person(s)	Reason	Amount
SSE Energy Solutions	Electricity for cemetery gates	£38.06
Grasslands LTD	Cemetery Maintenance	£1116.00
Autela Payroll Solutions	Payroll for Apr, May, Jun, Jul	£126.00
Abzorb	Mobile phone	£14.81
KCOM	Internet	£71.98

Carris Mallinson	Clerk's Salary	£1073.00
NEST Pension	Pension payments for Feb – July	£445.72
HMRC	PAYE	£137.62
The One Point	Website	£52.85
	Total:	£3157.35

Credits:

Type	Amount
Placement of Headstone – GRV278	£120.00
GRV125 – Interment	£120.00
Grant Application	£464.00
HMRC Tax Refund	£626.00
Total:	£1300.00

44/2026

Members of public participation:

No public attended

45/2026

Any other business:

No matters arising.

Meeting Closed: 8:45pm

Date of Next Meeting:

9th September 2025