

CRANFORD PARISH COUNCIL

Clerk Pat Bird
Rosedale
Twywell
NN14 3AL

clerk@cranfordparishcouncil.gov.uk
07522 582251

<https://cranfordparishcouncil.gov.uk>



Minutes of the meeting of Cranford Parish Council held at Cranford Village Hall on Monday 16th March 2026

Present: Cllr Stephen Pickard (chairman), Cllr Alison Gorton (vice-charman), Cllr Paul Wilcox, Cllr Emma McCullough, Cllr Gary Kennedy, Cllr Brendon Lovell-Moore (NNC ward member), Pat Bird (clerk), 2 residents

- 25/124 Cllr Stephen Pickard welcomed everyone to the meeting.
- 25/125 Apologies for absence were received from Cllr Stewart Holford due to another commitment. It was **RESOLVED** that his absence be approved.
- 25/126 It was **RESOLVED** that the minutes of the council meeting held 19th January 2026 be approved as being an accurate record of the meeting
- 25/127 It was **RESOLVED** that the minutes of the council meeting held 16^h February 2026 be approved as being an accurate record of the meeting
- 25/128 The following matters arising were noted
- 25/104 – noise intrusion from Staveley Yard – Robert Wright, site owner, has advised that the electrical hook ups are in place, and the landlord has advised that drivers will be told to connect to the electrical supply, and that this will be monitored by onsite staff. Robert Wright added that there may be the occasional fridge engine running due to an operational reason.
- 25/104 – gates installation at Packs Yard – The clerk has found a planning application, KET/2019/0883, details of which need to be checked to see if this is the relevant application
- 25/107 – The clerk has informed NNC that the council will continue with NNC providing the grass cutting service for the parish
- 25/108 – Cllr Pickard and the clerk met with the Highways Community Liaison Officer (CLO). The CLO has advised that 'warning road narrows' signs can only be placed in an area if the narrowing results in a loss of a whole lane, so this is not considered for the road around the bend on Church Lane. The CLO also advised that setting up a one-way system would be very costly and NNC will generally only look at funding one-way systems if there are recorded safety concerns that warrant this and there are no recorded major highways safety issues here, so this would not be considered currently for traffic using Church Lane.
- 25/112 – The clerk advised that they had missed the submission deadline for the NNC Local Transport Grant
- 25/129 No declarations of members' interests were received in relation to any items on the agenda

DRAFT MINUTES

25/130 Cllr Gary Kennedy advised that a Cranford resident had expressed an interest in joining the parish council. It was **RESOLVED** that the clerk contact the resident and invite them to the next council meeting

Public participation

25/131 Cllr Brendon Lovell-Moore, NNC member for Geddington and Stanion Ward provided an update on his activities to get the potholes reported and repaired. Aside from the issue of damage to tyres, there is a personal safety issue for motorbike riders, cyclists, and road runners. Cllr Lovell-Moore added that NNC have £7m extra funding for road improvements, and advised that the Highways Online Reporting Tool [North Northamptonshire Council FixMyStreet](#) should be used to report potholes and blocked drains

25/132 Two residents addressed the council, and the following issues were raised

- People putting themselves and others in danger by not keeping to public footpaths on Cranford Estate land whilst shooting was taking place
- Public footpaths are not clearly identified, the signage on public footpaths has deteriorated or disappeared over time
- The path to the pumping station is not a public footpath
- Rules for the control of dogs should be observed
- Concern with the grass cutting service at Top Dysons
- Accumulation of litter and airgun use in the pocket park

The two residents left the meeting

Cllr Brendon Lovell-Moore left the meeting to attend an NNC meeting

The clerk reported that they had received the following issues / requests for consideration from residents

- a) Sign for No Cyclists on elevated path
- b) Having a 'Not suitable for HGVs sign at the top of Duck End, to prevent oversized vehicles using Duck End
- c) 20mph signs for Duck End
- d) Dog poo bins - near grit bin top of Duck End. Church Lane, on the High Street near the School, near the entrance to Crarves Field (church end)
- e) Pot hole update
- f) Lorry park noise
- g) New defibrillator near Church
- h) Dog poo on Church Lane
- i) Employing a litter picker to keep the verges between Cranford and Grafton Underwood free of litter
- j) bollard/barrier restricting the narrow section to one way at a time with priority signs in Church Lane

DRAFT MINUTES

DRAFT MINUTES

Following discussions, it was **RESOLVED** that the clerk investigates these issues / requests and provides an update to the council at its next meeting

Planning Matters

- 25/133 Following consideration of the planning application
a) [25/02067/HFUL | Erection of a single storey garden room with bifold doors | Primrose House High Street Cranford NN14 4AA](#)
it was **RESOLVED** that the council raises no objection to this application, subject to the garden room being ancillary to the property

Parish Matters

- 25/134 Cllr Gorton advised that with the arrival of spring, work on the Cranford Maintenance Programme will resume and continue with the regular tasks around the village. Cllr Gorton added that she was particularly pleased with how the planters were looking with the spring bulbs. Residents will be asked to suggest tasks for consideration to be included in the Cranford Maintenance Programme
- 25/135 Cllr Gorton is now leading on this project. After considering the options for the location of the solar speed indicator device, it was **RESOLVED** that the location would be just behind the planter on the approach to Cranford from Hanwood Park. Cllr Gorton added that the plan is to have this up and running in April.
- 25/136 Cllr Gorton advised that a potential location for the illustrated map of Cranford St Andrew has been identified in Crarves Field, with the permission of the Robinson family. The clerk added that a potential location for the map has been identified within the grounds of the Village Hall, however the clerk was awaiting a response from the Village Hall Committee regarding the suitability of this.
- 25/137 The clerk reported that the Cranford Pocket Park was set up by the Cranford Pocket Park Group in 1997. The original management objectives of the Pocket Park were to maintain and enhance the woodland habitat including thinning to allow light on to the ground and replanting to create a greater range of tree species and ages. Local children were encouraged to survey the changes. Where safe, old trees were left with holes to benefit woodpeckers and bats and the slope kept as a sanctuary for wildlife.
However, the Pocket Park has become an area for anti-social behaviour, with litter being dropped in the Pocket Park even though a bin has been placed at the entrance/exit of the Pocket Park.
The clerk added that whilst the Pocket Park is owned by the council, there is no budget set aside for the maintenance of the Pocket Park. Also, an arboricultural survey has not been carried out in the Pocket Park during recent years.
Following discussions, it was **RESOLVED** that the clerk contacts the Parks and Woodlands Officer at North Northamptonshire Council for advice regarding an arboricultural survey, and further consideration is given by the council to determining the way forward with the Pocket Park following the results of the arboricultural survey. It was also **RESOLVED** that the clerk contact the PCSO regarding the anti-social behaviour in the pocket park

Finance Matters

DRAFT MINUTES

- 25/138 The clerk presented the March Finance Report, which was noted with
- a) Cash Book as at 28th February 2026, showing a balance of £13,423.84
 - b) Bank Reconciliation as at 28th February 2026, showing a bank balance of £13,423.84
 - c) Budget Spend as at 28th February 2026, showing a spend ex VAT of £15,010.72

The clerk advised that the council will have slightly more money at 31st March 2026 than it had at 31st March 2025, even though the council had to find money to supplement the grant it received for the solar powered speed indicator device.

- 25/139 It was **RESOLVED** that the payments presented in the Schedule of Payments be approved

Governance Matters

- 25/140 The clerk advised that the Practitioners' Guide 2025 provides statutory guidance for smaller authorities in England to prepare Annual Governance and Accountability Returns (AGARs) for the financial year starting 1 April 2025. Assertion 10 – Digital and data compliance requires the council to have an IT Policy and to have a generic email account hosted on an authority owned domain, e.g. clerk@cranfordparishcouncil.gov.uk rather than cranfordparish@gmail.com. The clerk reported that the clerk@cranfordparishcouncil.gov.uk email account is now operational.

It was **RESOLVED** that the council's IT Policy be adopted

- 25/141 The clerk reported that they had reviewed the council's Risk Management Policy and the only change required was the dates to keep it current. The clerk added that the risk of failure to meet Assertion 10 in the Practitioners' Guide 2025 had been identified but that the mitigation actions had now been completed.

Following discussions, it was **RESOLVED** that a further risk be added to the Risk Register concerning the Pocket Park, in terms of the council's liability. Subject to this addition, it was **RESOLVED** that the clerk's review of the council's Risk Management Policy and Risk Assessment be approved

- 25/142 The clerk reported that they had reviewed the council's Asset Register and proposed that the old speed indicator devices were removed from the insurance schedule. Also, the illustrated maps of Cranford St Andrew and Cranford St John, and the new solar powered speed indicator device to be added to the Asset Register and insurance schedule. Following discussions, it was **RESOLVED** that the Pocket Park be added to the council's Asset Register, and subject to this addition the clerk's review of the council's Asset Register be approved.

Other Matters

- 25/143 It was **RESOLVED** that the clerk's performance appraisal be set for Tuesday 24th March and that Cllr Gorton, Cllr Wilcox, and Cllr McCullough would undertake this.

- 25/144 There were no further updates from the chairman.

- 25/145 The clerk advised that the council's internal audit had been set for Wednesday 22nd April

- 25/146 The date of the council's annual meeting was set for Monday 18th May

- 25/147 Cllr Pickard thanked everyone for attending the meeting and closed the meeting at 8:40pm

DRAFT MINUTES