



Minutes of Parish Council meeting held on 13th April 2026

Present: Cllr John Harding (Chair), Cllr Mark Boyle (Vice Chair), Cllr Michelle Simpson, Cllr Nick Jennings, Cllr Liz LeBreuilly, Cllr Anna Last, Cllr Jo Kershaw

Also present: Angela Capstick (Clerk)

Apologies

Apologies received from Cllr Dan Marr (attending Davenham PC meeting) & Cllr Rob Snasdell (personal business)

127. Declarations of Interest

None received

128. Public Forum

Representatives from Moulton Events Committee requested permission to use the playing field for Pound the Bounds on 10th May and for Crow Fair on 11th July. Item to be discussed at item 133 of this meeting

129. PCSO Report

PCSO not present. Report distributed and discussed.

130. Minutes

Resolved: that the minutes of the meeting of 9th March 2026 are an accurate record of the meeting. Proposed by Cllr Jennings, Seconded by Cllr Harding. Approved by unanimous vote.

131a. Financial Matters - Payments

Resolved: that payments to be made in March for the period 1.3.26 to 31.3.26 are approved by unanimous vote.

131b. Financial Matters – Reports

Resolved: that bank reconciliation to 31st March is accepted. Proposed by Cllr Jennings, seconded by Cllr Kershaw. Approved by unanimous vote.

Resolved: that receipt & payments reports accepted. Proposed by Cllr Boyle, seconded by Cllr Simpson. Approved by unanimous vote.

131c. Risk Assessment

Resolved: that risk under Freedom of Information be reduced to medium as councillors can assist to assess FOI requests should workload become too great. The Risk Assessment is accepted by council for 2026/27.

131d. Acceptance of J Henry as internal auditor for 2025/26 audit.

Resolved: that J Henry is accepted as internal auditor.

131e. Acceptance of PKF Littlejohn as external auditor for 2025/26 audit.

Resolved: that PKF Littlejohn is accepted as external auditor. Cllr John Harding abstained from voting.

131f. Approval of AGAR 2025/26 Part 3.

Resolved: that AGAR 2025/26 part 2 is accepted. Proposed by Cllr Harding, seconded by Cllr Boyle. Approved by unanimous vote.

131g. Approval of quote for updating website

Rejected: that Chair has concerns regarding loss of flexibility and control on our website if using a 3rd party to create & host. Councillor request quotes from independent web designers, keeping website on current platform. Special Project Committee to review. Item deferred.

131h. Approval of IT policy.

Resolved: that amendment to Password and Account Security to include encrypted protection and council documents downloaded remain responsibility of councillor who downloaded it. Policy accepted.

131i. Gardening contract

Deferred: that as tender received from current supplier exceed Financial Regulations levels, additional tenders be sought. It was noted that the council are very pleased with current supplier and will extend current contract by 2 months. Item deferred until June.

132. Planning

Noted: that whilst not in our Parish, 2 planning applications are expected for land bordering the parish. Planning Working group to advise council on suitable response.

133. Parish Matters

Resolved: that Moulton Community Champion will run from 1st May – 14th June. Councillor surgery will take place in Community Café (date to be confirmed). Community grant applications are open for summer funding – Chair would like process of approval

reviewed for next year. Signage on Playing Field – Special Projects Committee to review & recommend to council. Council Newsletter – no decision made on timescales.

Use of playing field by Moulton Events for Pound the bounds is approved. Use for Crow Fair is deferred until June meeting as incomplete documentation presented.

Chair keen to work closely with Moulton Events regarding the inter village Olympics for 2026. Moulton Events will provide results of runners from Pound the Bounds to go towards the results for the Olympics.

134. Clerks report.

Year-end closure of Rialtis completed successfully, documents for internal audit completed. MF Security will be fitting bridge for CCTV this week, expecting quote for regular checks. Council policies need reviewing and will be added to agenda. Moulton Playing Field Trust meetings scheduled for June, October and February at 19:00.

135. Chairs report

On behalf of the community wishes to thank the Moulton Wombles for their litter picking this month. Petition to be created on CWAC website for improvements to junction with bypass (CWAC website currently not working). Chair will speak at CWAC EGM on housing targets. Response on planning applications bordering our parish to be discussed with neighbouring parish councils. Proposed response to be made by Planning Working Group to council. Decisions on community grant requests should be made by the community in an open event (i.e. AGM or Crow Fair) allowing community to vote on which application they want to fund. Arrangements for 2026/27 will remain i.e. 2 members of council + 3 members of community organisations to decide. Reminder to all councillors that this is the end of term. Any councillors wishing to step down should contact the clerk.

136. Subcommittee reports.

No subcommittee meetings have taken place this month.

137. Councillor reports.

Cllr Boyle: Tarmac on Park Lane disintegrating. Cllr Sinar (present) will raise with Highways. Request area underneath pirate ship slides on playing field be boxed off.

Cllr Jennings: Dogs mess found around children's play area. Covenant on park should avoid this. Better signage needed.

Cllr Kershaw: Food thrown on children's play equipment (cleared up by handyperson)

Cllr Last: Invite PCSO to join Councillors in village surgery. (Clerk will email new PCSO with dates when known)

Cllr LeBreuilly: Concerns regarding Handyperson contract, pay agreement. To be discussed at next meeting.

Cllr Simpson: Is the PCSO still organising Mini Police? Are Moulton School not taking part? (clerk to contact previous PCSO to ask)

138. Data Protection

No requests received.

Next meeting: Monday 11th May @ 19:30

Meeting ends: 20:59

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