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**Minutes of the Ordinary Parish Council Meeting, Held on Thursday June 20th, 2024.  
 at 7pm Parsons Meade Community Centre**

**Members Present:** Councillors Linda Hook (Chairman) , Mavis Wilmshurst, David Garrett, Pete Spink, Carl Squires  
 Also, present– Fiona Young (Clerk)  
 7 members of the public  
 WNC Cllr Brian Sargeant

Item no	
24/102	<b>To receive and approve any apologies for absence.</b> It was <b>Resolved</b> to approve the apologies received from Cllr Kathryn Barker and Cllr Soosan Phillips. Councillors were reminded that they needed to send in the reasons for their absence so that those reasons can be approved, they do not need to be minuted.
24/103	<b>To receive any pecuniary and non-pecuniary Declarations of Interest in respect of items on the agenda</b> Cllr Wilmshurst declared an interest in Item 24/109 1.
24/104	<b>To approve and sign the Minutes of the Annual Council Meeting held on May 16<sup>th</sup>, 2024.</b> The minutes were circulated before the meeting, it was <b>Resolved</b> to approve and sign the minutes.
24/105	<b>Public Session.</b> A member of the public commented on how disappointed some residents are about the new bus service, especially those with mobility issues. The resident explained that because the new bus does not go to the Drs surgery her elderly parent is having to get a taxi to take her to her appointments, it is impossible for some residents to walk up Hunsbury Hill and so this has also had a big impact on some people as the bus only goes down the hill. The Chair explained that the parish council were very disappointed with not being consulted about the new route, despite this being promised in earlier discussions. WNC Cllr Sargeant explained that the new service will be reviewed at a meeting in a few weeks and that he and WNC Cllr Squires will take residents views forwards. A resident also commented that the number 13 bus did not turn up at all on the Saturday of the Northampton carnival, June 8 <sup>th</sup> 2024. The Chair asked if residents could log all instances of failure of the service and send that information to the Clerk.

	<p>A resident asked for progress on the parking issues at Hill Fort Close, the Chair said that this was on the agenda later on.</p> <p>A resident mentioned the decline in the upkeep of the whole parish, particularly noticeable this year. WNC Cllr Sargeant explained that he has noticed many areas needing attention and will be making sure that WNC are aware.</p>
24/106	<p><b>To Receive Reports from</b></p> <p>a) Police Representative. Full crime report has been circulated to councillors. There is a change in crime reporting to parishes. 10 crimes reported, one was a Serious Acquisition Crimes (vehicle crime, robbery or burglary) Burglary</p> <p>b) West Northants Councillors. WNC Cllr Carl Squires reported that the next full council meeting at WNC is on July 18<sup>th</sup> which is the same date at the next parish council meeting. Cllr Squires also mentioned that the Northampton Local Transport strategy is out for consultation on July 18<sup>th</sup>, the consultation period ends in September to allow for the summer break.</p>
24/107	<p><b>To receive brief reports from Councillors or Clerk attending outside meetings on behalf of WHPC and to receive Clerks report.</b></p> <p>Cllr Spink reported that he attended the Climate Summit meeting on the 18<sup>th</sup> June, there will be a Climate Summit event in October.</p> <p>Cllr Garratt attended the Green Day Event at East Hunsbury, it was excellent and would be a positive event for the council to try and arrange in partnership with a neighbouring council.</p>
24/108	<p><b>Matters arising from previous minutes, for report only.</b></p> <ul style="list-style-type: none"> <li>• Parking restrictions application form requested by the Clerk. This item was briefly discussed and it was agreed that councillors would need to provide the Clerk with photographic evidence at different times of the day that would show the issues. It was agreed that Cllrs Spink and Wilmshurst would work with the Clerk to complete the form and submit the photos.</li> <li>• Clerk confirmed that the annual return has been submitted to PKF Littlejohn</li> <li>• Council policies have been updated on the website</li> <li>• The new bus service has started, to receive an update on usage levels if available. Cllr Squires to try and obtain bus usage figures for the council to report on in the July meeting.</li> </ul>
24/109	<p><b>Finance</b></p> <p>1.Resolution to approve a grant application of £1750.00 from Friends of West Hunsbury Parks. It was <b>Resolved</b> to approve the grant for £1750.00</p> <p>2.Resolution to approve the payment of a grant to Hunsbury Primary School for the Year 6 leavers gifts, maximum amount payable is £400.00 It was <b>Resolved</b> to provide Year 6 leavers gifts up to a value of £400.</p> <p>3.Resolution to approve the following payments for June, plus any that arrive between agenda publication and the meeting. It was <b>Resolved</b> to approve the payments shown below.</p>

Payable to	Details	Amount £
Parish Clerk	Salary + mileage	896.82
HMRC	Tax & NI	268.57
Rev Griffith	Gas for the D Day beacon	80.00
DCK Payroll	Payroll ( Three months)	54.00
Friends of West Hunsbury Parks	Grant application	1750.00
Friends of West Hunsbury Parks	Contribution towards the concert in the park	2000.00*

\*this item was agreed in the May meeting.

#### 4.Resolution to approve the bank reconciliation statement for 31st May 2024

Bank Balance at 1st April 2024 £3090.48 + £35803.59

Plus Receipts £20,157.47

Less Payments £5,449.73

Total £53,601.81

Bank Balance at 31st May 2024 = £53,601.81

The bank reconciliation statement was noted and approved.

5.To confirm that the monthly internal controls checks have been completed. Cllr Philips sent an email confirming that the payments checks have been completed with no concerns.

24/110

#### Planning

##### 1.New applications

2024/2647/FULL Double storey side and rear extension to existing dwelling with garage conversion. 16 Icknield Drive Northampton NN4 9YS

<https://wnc.planning-register.co.uk/Planning/Display/2024/2647/FULL>

It was **Resolved** to submit no comments.

2024/2138/MAO Northampton South Western Expansion

<https://wnc.planning-register.co.uk/Planning/Display/2024/2138/MAO>

It was **Resolved** that the Clerk and Cllr Squires would work together to send in a letter of Observations on the above application.

24/111

**Parish Plan** – to discuss progress to date and arrange meeting date to discuss final format and deadline date for completion

It was agreed that the parish plan working party needed to have another meeting with perhaps less councillors so that the work was more focused and the plan could progress abit faster.

24/112	<p><b>Community Events Committee – Cllr Hook to update Council</b> Cllr Hook ( Chair) updated the council on the progress with the Concert in the Park on July 27<sup>th</sup>. There was some discussion as to whether the parish council wanted to have a small stand at the event to publicise the council, it was agreed that Cllr Garratt would arrange a small display.</p>
24/113	<p><b>Resolution to purchase road signs for hedgehog and toad crossings – Requested by Cllr Garrett</b> The Clerk explained that she had been in contact with Helen Howard at West Northants Council to ask about the legalities of wildlife signs. The clerk had obtained the specifications required for the signs and had found some on Amazon for £10.99. These are hedgehog crossing signs. It was <b>Resolved</b> that the council would order 9 signs and that delivery would be to Cllr Garret. It was agreed that Toad signs are not needed.</p>
24/114	<p><b>To discuss and resolve action regarding complaints received about the poor standards of grounds maintenance in the parish.</b> After some discussion it was <b>Resolved</b> that the clerk would try and obtain a schedule and standards of mowing and grounds maintenance from WNC. The council are receiving many complaints about the state of the area. There are large numbers of weeds in the roads and the grass cuttings are not being blown off the pavements. The Clerk will report back at the next meeting.</p>
24/115	<p><b>Communication between WNC and residents – Requested by Cllr Spink</b> Cllr Spink explained that he has received complaints from residents regarding the standards of customer service at West Northants council, in particular the waiting times on the telephone. Waiting times of three hours have been reported, the mobile phone app is also not working properly. If a resident wishes to make an appointment to talk to someone about their council tax the system goes back to directing them to make a phone call. It was agreed that the parish council would make a formal complaint and would contact WNC Cllr Mike Hallam ( Cabinet Minister for HR and Corporate Services) and also the Parish &amp; Town Council Liaison Alan Burns. Delays of this nature are clearly unacceptable and are impacting upon residents.</p>
24/116	<p><b>West Northants Council, Local Nature Recovery Strategy – to discuss council contribution and participation.</b>  After some discussion it was agreed that the council would take part in any further consultations regarding the nature recovery strategy and that these would be later in the year.</p>
24/117	<p><b>Social media posts and councillors – to discuss</b> The Chair and Clerk reminded all councillors to be aware when posting on social media that they should post as individuals not as Councillors, the only person posting on behalf of the parish council should be the Clerk. If councillors do post they must ensure that the views that they post are shared by full council.</p>

24/118	<p><b>Community Speedwatch – to update council</b>  The Chair reported that Community Speedwatch had taken place this week and next week, in one hour on Hunslet Lane 26 people were caught going over the limit with one person doing 49mph.</p>
24/119	<p><b>Newsletter – To update</b>  Cllr Garrett explained that a two page newsletter had been sent to the Clerk for publishing on the website and social media.</p>
24/120	<p><b>Correspondence and actions when needed.</b></p> <ul style="list-style-type: none"> <li>• Residents of Hill Fort Close – Complaint about disturbance and fires in the country park. Clerk has contacted Northants Police. The Clerk explained that she had contacted the local Police and they were going to investigate these reports. There were also reports of anti social behaviour near Hawkridge with 4 people seen riding motorbikes and going in and out of the park, the riders were all wearing black with balaclavas and face coverings. The clerk will report this to the police too.</li> <li>• Resident email regarding the poor grounds maintenance in the parish.</li> <li>• Ncalc – Councillors and clerk membership surveys – Clerk circulated.</li> <li>• WNC, Local Nature Recovery Strategy – Clerk sent to Cllr Garrett.</li> <li>• WNC Open Space Assessment Consultation – Clerk circulated</li> </ul>
24/121	<p><b>Next meeting date July 18th 2024, No meeting in August</b></p>