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**To All Parish Councillors:** I hereby summon you to attend the **Ordinary Parish Council Meeting**, which will take place on **Thursday September 19th 2024 at 7.00pm** at Parsons Meade Community Centre  
All parishioners and members of the press are invited to attend.  
**Please be aware the meeting may be recorded.**

A faint, illegible signature in blue ink, likely belonging to Fiona Young, the Clerk.

Clerk, Fiona Young

### AGENDA

**24/140 To receive and approve any apologies for absence.**

**24/141 To receive any pecuniary and non-pecuniary Declarations of Interest in respect of items on the agenda**

**24/142 To approve and sign the Minutes of the Ordinary Council Meeting held on July 18th 2024**

**24/143 Public Session.** Residents are invited to address the Council. The session will last for 15 minutes with each contribution lasting a maximum of 3 minutes. Each resident may speak once. Representations shall not require a response at the meeting or start a debate. Residents must address the Chairman who may direct that a written or oral response be given.

**24/144 To Receive Reports from**

**a) Police Representative.** Full crime report has been circulated to councillors. 18 crimes recorded in August, one was a burglary at the pharmacy (one SAC crime)

**b) West Northants Councillors**

**24/145 Casual Vacancy –** Resolution to co-opt a new councillor following the resignation of Richard Matthews.

**24/146 To receive Clerks report and brief reports from Councillors or Clerk attending outside meetings.** Clerk attended Ncalc Lunchtime Lowdown, Confidential matters

**24/147 Matters arising from previous minutes, for report only**

- Clerk to confirm that a letter was sent into planning regarding the western expansion as requested.
- A new defibrillator has been ordered from South Northants First Responders, the defib will be in a self contained cabinet which will also contain a bleed kit.

- Clerk confirmed that the application for parking restrictions on Hill Fort Close was submitted to West Northants Council during the last week of July. Confirmation of receipt has been received.

## 24/148 Finance

1. **Resolution to retrospectively approve the following payments which were made in between meetings.**

Payable to	Details	Amount £
Parish Clerk	Salary + mileage	896.62
HMRC	Tax & NI	268.77
South Northants First Responders	Defibrillator, cabinet, post and bleed kit.	1720.00

2. Resolution to approve the payments listed below for September.

Payable to	Details	Amount £
Parish Clerk	Salary + mileage	914.82
HMRC	Tax & NI	268.57
49 <sup>th</sup> Northampton Scouts	Grant donation	600.00
PKF Littlejohn	Annual external audit	252.00
Parish Online Mapping	Annual subscription	249.60

3. **Resolution to approve the bank reconciliation statement for 31st August 2024**

Bank Balance at 1<sup>st</sup> April 2024 £3090.48 + £35803.59

Plus Receipts 20,281.92

Less Payments £15,441.45

Total £43,734.54

Bank Balance at 31<sup>st</sup> August 2024 = £43,734.54

4. **To confirm that the monthly internal controls checks have been completed.**
5. **To receive a budget report showing expenditure against budget to August 31st 2024.**
6. **Clerk to confirm receipt of the conclusion of audit notice and the external auditor report, any action required to be noted.**

## 24/149 Planning

1. New applications

2024/4019/FULL 21 Whitegates, Northampton, NN4 9XA Single storey rear extension, single storey side extensions, rear two storey extension. Two storey front extension.

**24/150 Parish Council Website** – resolution to remain with Cuttlefish and sign the service agreement.

**24/151 Community Events Committee –**

- Resolution to order the parish Christmas Tree at a cost of £702 including delivery, installation and light fitting.

**23/152 Green Lane – Cllr to update**

**24/153 Parish Plan – to agree a meeting date**

**24/154 Bus Service –** To discuss and agree the most efficient way of recording and reporting the issues with the new bus service.

**24/155 Resolution to arrange a training session on the defibrillator for residents and councillors**

**24/156 Waste and Recycling,** - the positioning of wheelie bins following refuse collection, to agree action required – Cllr Barker

**24/157 Consultations –**

- Have your say on the draft West Northamptonshire Local Transport Plan- Closes October 17<sup>th</sup> 2024
- Give us your views on our draft West Northamptonshire Tree and Woods Strategy – Closes October 13<sup>th</sup> 2024
- Seeking your views on the development of our Climate Change Strategy – Closes September 29<sup>th</sup> 2024

**24/158 Correspondence and actions when needed.**

- Resident enquiry, play equipment taped off – Clerk refer to WNC
- Resident enquiry regarding building work – Clerk referred to West Northants Council, Planning.
- Resident report of large hole in Ladybridge Park containing stagnant water, Clerk has asked for specific location and photos.
- WNC Consultation – Local Transport Plan, Closing date October 17<sup>th</sup> 2024
- WNC Alan Burns – Nature Recovery Strategy – Clerk circulated
- WNC Newsletter – Circulated to Cllrs.
- Ncalc Training Newsletter
- Northants Police – Relaunch of Streetwatch, do council wish to organise this?
- WNC- Additional House in Multiple Occupation (HMO) Licensing Consultation – Engagement with Town & Parish Councils – Clerk filed.

**24/159 Next meeting date October 17<sup>th</sup> 2024**