Clerk: Ms. Fiona Young, 32 Holdenby Road, Spratton, Northampton. NN6 8JD

Tel: 07729 608062 email: clerk@westhunsburyparishcouncil.gov.uk

www.westhunsburyparishcouncil.gov.uk

Minutes of the Ordinary Parish Council Meeting, Held on Thursday November 20th, 2025.

at 7pm Parsons Meade Community Centre

Members Present: Councillors Linda Hook (Chairman), Stephen Godfrey, Carl Squires, Soosan Phillip, Kevin Reed and Jacqueline Hughes.

Apologies: David Garrett, Kathryn Barker, Ros Chisholm

Also present: WNC Cllr Ron Firman

Item no	
25/179	**To receive and approve any apologies for absence.** It was **Resolved** to approve the apologies received from the Clerk, Cllrs Ros Chisholm, David Garrett & Kathryn Barker
25/180	**To receive any pecuniary and non-pecuniary Declarations of Interest in respect of items on the agenda;** None stated
25/181	**To approve and sign the Minutes of the Ordinary Council Meeting held on October 16th 2025** The minutes of the meeting on October 16th 2025 were circulated prior to the meeting, it was **Resolved** to approve the minutes and they were signed as a true record.
25/182	**Public Forum** Mrs Pam Wootton addressed the Council, she stated that the area of Green Lane near the bottom was impassible again and asked if the surface could be looked at. The chair replied that this was an ongoing problem and said it will be referred to the Green Lane Working Party as they were dealing with issues in Green Lane, but also requested that the Clerk write to the WNC councillors asking if there was any progress and an update.

25/183	**To Receive Reports from** 1.Police Representative - Full crime report for October, circulated to councillors. 1 x distraction burglary, 1 x burglary of a home, 3 x theft from vehicles, theft of a motor vehicle, 2 x interfering with a motor vehicle, possession of blade, threat of a criminal damage, 2 x public fear and alarm, theft of cycle, shoplifting. Police are aware of the higher vehicle crime numbers. It was agreed that as the crime numbers appear to still be increasing that the council would create a Facebook post reminding residents what steps they could take to take to reduce vehicle crime. Also to post details of Operation Wave, asking residents to respond regarding motorcycle & E-bike nuisance. b) West Northants Councillors. Cllr Ron Firman addressed the Council, he offered the Councillor's a tour of the local University, if interested please contact him. Cllr Firman and Cllr Butcher are running a surgery on the first Wednesday of the month at Hunsbury library 12:30-1:30. At a recent council meeting it was agreed to bring Northampton Partnership Homes back under management. Northampton Market Christmas light switch on is on Saturday 22nd November, 12-6 The fence repair near the ex-Travis Perkins land is still ongoing. WNC are looking to remove the charge to Parish Councils for the use of WNC land, this will be in the next budget proposals. Chair ask Cllr Firman for news on the pelican crossing near the shops, but there is no update.
25/184	**To receive Clerks report and brief reports from Councillors or Clerk attending outside meetings.** The Clerk circulated a report prior to the meeting, it was noted, there were no queries. The Chairman reported that she had attended a Parish Collaboration meeting with Cllr Reed. Working arrangements are being develop and will be circulated once published. The Chairman attended the Parish & WNC conference (slides circulated prior to meeting) a charter is being developed to ensure greater co-operation between WNC & PC's.
25/185	**Matters arising from previous minutes, items not covered on the agenda, for report only** • The clerk confirmed that 3 months notice had been given to Cuttlefish to move the councils website to Parish Online. • The new complaints policy was added to the councils website.
25/186	**Planning** 1. New applications **2025/4538/FULL,** Proposed single storey rear extension. 26 Lister Drive Northampton NN4 9XEIt was **Resolved** to submit no comments. **2025/4166/FULL** Infill undercroft roof to create porch. 12 Icknield Drive Northampton NN4 9YS This has already been approved by planners so no comments were made Cllr Squires commented that applications arriving after the agenda had been issued but a decision date is before the next Parish meeting are not being reviewed, yet he is aware that East Hunsbury PC do consider them.

Resolved: That the Parish would consider planning applications received after the publishing of the agenda and the consultation period expires prior to the next meeting. Details of the planning application to be circulated prior to the meeting to all Councillors by the Clerk

2. **Consultation -** WNC Developer Contributions and Delivering Infrastructure; councillors to review consultation and will resolve how to respond in the next meeting in December.
https://westnorthants.citizenspace.com/planning/infrastructure-and-developer-contributions/
In the meantime, Councillors are open to respond in their own personal capacity

25/187

Finance

1. Resolution to approve the payments listed below for November

Payable to	Details	Amount £	Power to Pay
Clerk	Salary	954.11	Local Government Act 1972 ss101, 111 & 112
HMRC	Tax and NI	358.07	Local Government Act 1972 ss101, 111 & 112
NCALC	Training course inv 4952	42.00	LGA 1972 s175
Abbeyfields School	Grant for SEN Garden	1000.00	LGA 1972 s.137
Viking	Stationary	81.16	LGA 1972 s.111

It was **Resolved** to approve the payments listed above; Cllr Hook will authorise the payments online.

3. Approval of the bank reconciliation statements for October 31st, 2025

Bank Balance at 1st April 2025 £13,747.52 + £31,270.01 = £45017.053
Plus Receipts £29,427.28
Less Payments £15,093.22
Total **£59,351.59**
Bank Balance at 31st October 2025 = £27,873.56 + £31,478.03 = **£59,351.59**

The bank reconciliation was noted for October 31st, 2025

3. Confirmation that the internal controls checks have been completed by Cllr Phillip. The Chair confirmed that the internal controls checks have been completed by Cllr Phillip and there were no concerns.

25/188

Resolution to install new benches in the parish, to confirm the location and cost.

Resolved: to purchase two benches as per WNC approved design with installation, a budget of £4000 was approved. To be allocated out of 2025/6 budget

One to placed in Ladybridge Park and other 2/3rds of the way up Hunslett Lane, exact locations will be established and communicated to the Clerk.

25/189	Resolution to install a new noticeboard at Hill Fort Close, to confirm cost It was **Resolved** to approve a sum of £2500 out of the 2025/6 budget to purchase a suitable double noticeboard. It was recommended that this be placed outside the school, on the grass area, subject to the landowners permission. Cllr Hughes also asked for a bin to be considered near the school, this is to be added to next months agenda to be approved, with a budget of £1000, full location will be supplied by Cllr Hughes to the clerk
25/190	Resolution to purchase community Speedwatch equipment The Chairman reported that the Police are offering our own Speedwatch equipment that can be purchased and used between March and Oct. It was **Resolved** that we agree to purchase the equipment once available and a budget of £150 was approved.
25/191	Resolution to approve the Clerks attendance at the SLCC Practitioners Conference for day One at a cost of £200 plus vat shared by two councils. It was **resolved** that we approve the Clerk's attendance and £100 + VAT for a contribution to the cost.
25/192	To receive the draft budget circulated by the Clerk, to continue to discuss the councils expenditure for next year with a view to confirming final figures in December. The Clerks budget report was amended to reflect the spend approved in this meeting (£4750). In addition, the following items (yet to be approved) are to be also included within the 2025/6 forecast spend: Bin £1000, Under 7 goals for Ladybridge Park £6000. New or changed items proposed for 2026/7: • Heritage signage £3000 • Climate Initiatives £3000 • Youth liaison £300 • Well-being event £500 • Gate costs £100 • Bus stop repairs/repainting £2000 • Increase in training to £2000 due to new members • Benches £5000 • QR software to include on all notices (potentially could be done for free)
25/193	Correspondence, to include actions when needed • Hunsbury Hill Drop and Collect Post Office – new service offered Consultation Hub – Hunsbury Hill Road Drop And Collect NN4 9UW • WNC Resilience Project, **Resolved** that we be included

	• Ncalc Training newsletter – circulated. • Consultation launched for Police and Fire Rescue Services • Age Uk AGM invite – 26 November 10am, Moulton Community Centre • Stakeholder LAPS invitation – 5th & 8th December 2025 Noted
25/194	To confirm the parish office opening arrangements over the Christmas break. Close Christmas eve, reopen Jan 5th
25/178	Next meeting December 18th 2025