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**Minutes of the Ordinary Parish Council Meeting, Held on Thursday December 18th, 2025.**

**at 7pm Parsons Meade Community Centre**

**Members Present:** Councillors Linda Hook (Chairman), Carl Squires, Soosan Phillip, Kevin Reed, Kathryn Barker, Jacqueline Hughes and Ros Chisolm

Apologies: Stephen Godfrey

Also present: WNC Cllrs Ron Firman and Pinder Chauhan

Item no	
25/196	<p><b>To receive and approve any apologies for absence.</b></p> <p>It was <b>Resolved</b> to approve the apologies received from Cllr Stephen Godfrey.</p>
25/197	<p><b>To receive any pecuniary and non-pecuniary Declarations of Interest in respect of items on the agenda; None stated</b></p>
25/198	<p><b>To approve and sign the Minutes of the Ordinary Council Meeting held on November 20th 2025</b></p> <p>The minutes of the meeting on November 20th 2025 were circulated prior to the meeting, it was <b>Resolved</b> to approve the minutes and they were signed as a true record.</p>
25/199	<p><b>Public Forum</b></p> <p>A resident spoke to the council about the confusion surrounding the Public Space Protection Order signs in the parks, a lot of people were getting fined for walking their dogs in the wrong area and falling foul of the law regarding the requirement for dogs to be kept away from childrens play areas.</p> <p>The chairman explained that this item is on the agenda later on in the meeting and would be fully discussed then.</p> <p>The resident then wished everyone a Happy Christmas and thanked the councillors for their work during the year.</p>

25/200	<p><b>To Receive Reports from</b></p> <p>a) The Police</p> <p>The Police report for November was distributed prior to the meeting, there were a total of 14 crimes this month, 1x theft of motor vehicle, 1 x theft of motorbike, 3 x criminal damage to building, 1x public fear, 1 x trafficking in controlled drugs.</p> <p>The Clerk has been in contact with the local Police team and there is recognition that the crime figures have continued to increase over the past 6 months. Cllr Chisholm has emailed the local team to ask if we could arrange a crime awareness event.</p> <p>Cllr Read explained that he had received an email from a resident who was concerned about possible illegal activity in a field by the canal, there was an illegal encampment in this field a few years ago and there is concern that this might be repeated. The Clerk passed on the information to the Clerk at Hunsbury Meadows PC and also to the 3 WNC Cllrs who subsequently passed on the details to the ward councillors for that area. Planning enforcement officers have already visited the site.</p> <p>b) West Northants Councillors.</p> <p>WNC Cllr Ron Firman explained that the WNC draft budget for the year 2026/2027 is being published on Dec 19<sup>th</sup> for consultation. It is believed that the council tax will increase by 4.99% which is the maximum it can go up without a referendum. Cllr Firman also reported that 3 new pieces of play equipment have been secured for Ladybridge park, they will be installed in the New Year.</p> <p>WNC Cllr Pinder Chauhan reported that work is still continuing to try and secure an upgrade to the zebra crossing outside the Hill Shop and she also said that the second part of the bridge repairs on Green Lane has been completed.</p> <p>The Chairman asked both Councillors to please increase efforts to sort out the boundary fencing between Ladybridge Park and the Milton Ham site. The barbed wire has been partially removed but that now leaves an open boundary through which the workers from the site are entering into the park and using it as a cut through which was forbidden under the terms of the original planning application. It is hoped that more progress can be made with this issue in the New Year and that the border will be completely fenced off.</p>
25/201	<p><b>To receive Clerks report and brief reports from Councillors or Clerk attending outside meetings.</b></p> <p>The Clerk circulated her report prior to the meeting. Cllr Barker asked if the Clerk could request the replacement tree from Anglian Water, it was promised in the summer and now would be a good time to plant it. Cllr Barker also reported that along with the Local Access Forum, she is going to raise the issues with the surface of Green Lane with the LAP.</p>
25/202	<p><b>Matters arising from previous minutes, items not covered on the agenda, for report only</b></p> <ul style="list-style-type: none"> <li>• The Clerk reported the issue with Green Lane to the WNC Cllrs.</li> </ul>

- The Clerk confirmed that she had posted information about Operation Wave and the vehicle crime prevention advice on the councils social media early in November, it has since been posted again.
- The Clerk contacted Marie Hepplewhite who is co ordinating the new Resilience Project at WNC to register the councils interest in being involved.
- Cllr Chisholm has approached the local policing team for advice regarding a community event.

**25/203 Planning**

1. **New applications, to include any applications that arrive before the meeting date.**

2025/4931/FULL 29 Lister Drive Northampton NN4 9XE Front and side extensions, Alterations to roof and new driveway.  
It was **Resolved** to submit no comments.

Also discussed due to time constraints –

2025/4204/FULL External wall insulation and render in white (retrospective) 12 Joshua Square Northampton NN4 9RL  
It was **Resolved** to submit no comments.

**25/204 Finance**

1. Resolution to approve the payments listed below for December plus any that are received prior to the meeting.

Payable to	Details	Amount £	Power to Pay
Clerk	Salary	954.11	LGA 1972 ss101, 111 & 112
HMRC	Tax and NI	358.07	LGA 1972 ss101, 111 & 112
Cuttlefish Multimedia*	Annual licence, domain and support 1 year 1 Dec)	612.00	LGA 1972 s142
West Northants Council	New bin	1240.25	Litter Act 1983 s 4&5
Linda Hook	Reimburse Christmas expenses	84.09	LGA 1972 s 144

**\*the council has given notice to Cuttlefish and will cease to use their service from January 31<sup>st</sup>.**

It was **Resolved** to pay the above invoices **with the exception of** the £612.00 for Cuttlefish, Cllr Chisholm explained that there is a clause in their terms and conditions which prevents partial refunds. The clerk will ask Cuttlefish if this is correct and if so will request a pro-rata invoice.

Cllr Squires will approve the payments and authorise them online.

2. Approval of the bank reconciliation statements for November 30th 2025

Bank Balance at 1st April 2025 £13,747.52 + £31,270.01 = £45017.053

Plus Receipts £29,427.28

	<p>Less Payments £17,765.60</p> <p><b>Total £56,679.21</b></p> <p>Bank Balance at 30th November 2025 = £25,559.25 + £31,478.03 less £358.07 ( taken late) = £56,679.21</p> <p>3. Confirmation that the internal controls checks have been completed by Cllr Philip</p> <p>Cllr Philip confirmed that the internal controls have been completed and there are no concerns.</p>
25/205	<p><b>Resolution to agree the budget for 2026/2027</b></p> <p>The draft budget had been circulated to councillors prior to the meeting. The council had resolved to make some virements to the budget for 2025/2026, these are listed below –</p> <ul style="list-style-type: none"> <li>• £3000 from Elections to Street furniture £2500 and Green Spaces £500</li> <li>• £3500 from Youth Club to Green Spaces</li> </ul> <p>This is to enable the purchase of new benches, a childrens goal post, a new bin and noticeboard.</p> <p>There followed a discussion about the budget for 2026/2027 taking into account the proposed expenditure for the current year. It was agreed to reduce the amount for climate initiatives from £3000 to £1000.</p> <p>Cllr Squires proposed that a budget of £43,835.04 is adopted for 2026/2027, this was seconded by Cllr Hook and <b>Resolved</b> unanimously.</p>
25/206	<p><b>Resolution to agree the precept demand for 2026/2027</b></p> <p>There followed a brief discussion, it was <b>Resolved</b> that a precept demand of £29,497.00 would be made to West Northants council. This amount is an increase of 3.5% on last years precept but will ensure that the council retains a reserve at the recommended level of between 6 and 12 months expenditure.</p> <p>The tax base for 2026/2027 has been set at 1636.10, this is the amount of households who pay council tax in West Hunsbury. By raising the precept 3.5% this would mean an increase of .56p per year on a Band D bill or 0.01p per week.</p>
25/207	<p><b>West Hunsbury Parks</b> – Chairman to update on various issues including public spaces protection order signs, goal posts and fencing.</p> <p>The Chairman reported that she had met with WNC Officer Peter Hackett and the Head park ranger Clayton Carlson in the park to discuss various issues. The council has received many complaints on social media about the fines linked to the Public Spaces Protection Order in Ladybridge and Hunsbury Hill parks. Many people have been fined for having their dogs with them in the areas that have play equipment in. It was agreed that the signs that are there are very confusing and there are not enough of them. In summary the PSPO order covers any area with childrens play equipment on, the fact that the area is not fenced off does not matter.</p>

	<p>Where there is play equipment installed the area protected is taken as the area surrounding the play equipment including the play surfaces.</p> <p>A person can be fined for having a dog in that area whether the dog is on the lead or not. Clearer more visible signs will be installed in the new year by WNC.</p> <p>Dogs must be on a lead in the car parks of both Ladybridge and Hunsbury Hill parks.</p> <p>The Clerk explained to the council that this matter is the responsibility of West Northants Council, the role of the parish council is limited to communication between WNC and our residents.</p> <p>The Chairman also reported that there will be new signs which will show the opening and closing times for the parks to help the volunteers who open and close the gates and also a 'Keep Gate Clear' sign.</p> <p>The park ranger explained that an area of Ladybridge park will be used to plant an orchard, 15ft apple trees have been sourced and will soon be planted. Cllrs raised concern that there had been no communication from WNC about this orchard and councillors would have been interested in being involved.</p> <p>The Chairman reported that she had received some costings from two companies who supply and install goal posts for childrens play areas. The cost is surprisingly high but this was the case with both suppliers, it is thought that one goal could be supplied and installed for approx. £4500. It was <b>Resolved</b> to alter the budget for the current year and vire an extra £4000 into the Green Spaces category from Youth Club heading taking the total in that category to £5000 not £6000 as discussed in a previous meeting, this would then be used to provide one goal in this financial year. The Chairman will send a report to all councillors before the January meeting so that council can see the different goal designs and a resolution to purchase will be made next meeting.</p>
25/208	<p><b>New benches in the parish</b> – to receive an update</p> <p>It was <b>Resolved</b> to order a new bench for Ladybridge Park, the exact location will be confirmed.</p> <p>The bench will be ordered from the supplier approved by WNC and installed by JS Potter.</p> <p>There will also be a new bench on Hunslett Lane but the design and location have not been agreed yet.</p>
25/209	<p><b>Resolution to install a new noticeboard at Hill Fort Close</b> – to receive an update</p> <p>It was agreed to defer this item to the January meeting.</p>
25/210	<p><b>Resolution to install a new bin near Hunsbury Park School and to confirm additional collection charge.</b></p> <p>It was agreed to bring this item back to the January meeting.</p>

25/211	<p>To agree the councils consultation response ( from the November meeting) WNC Developer Contributions and Delivering Infrastructure; councillors to review consultation and will resolve how to respond in the next meeting in December.</p> <p><a href="https://westnorthants.citizenspace.com/planning/infrastructure-and-developer-contributions/">https://westnorthants.citizenspace.com/planning/infrastructure-and-developer-contributions/</a></p> <p>It was <b>Resolved</b> that the council would not do a collective response to this consultation.</p>
25/212	<p><b>Correspondence, to include actions when needed</b></p> <ul style="list-style-type: none"> <li>• WNC Consultations - Help Shape: Draft Active Travel Strategy, Mobility Hub and Rail Action Plans, closing date 27<sup>th</sup> January 2026, <a href="https://westnorthants.citizenspace.com/place/transport-strategy-and-action-plans-consultation/">https://westnorthants.citizenspace.com/place/transport-strategy-and-action-plans-consultation/</a></li> <li>• Have your say on Further Road Traffic Enforcement Camera Locations in West Northants closing date 5<sup>th</sup> January 2025 <a href="https://westnorthants.citizenspace.com/highways/enforcement-traffic-cameras/">https://westnorthants.citizenspace.com/highways/enforcement-traffic-cameras/</a></li> <li>• Northamptonshire Police, Fire and Crime Commissioner Public Consultation: Precept and Public Confidence Survey 2026/2027. Closing date 5<sup>th</sup> Jan 2026 <a href="https://westnorthants.citizenspace.com/chief-executive/have-your-say-on-funding-for-policing-and-fire-and/">https://westnorthants.citizenspace.com/chief-executive/have-your-say-on-funding-for-policing-and-fire-and/</a></li> <li>• NCALC – Taking the Grr out of the AGAR, training session, only for those who have already completed year end training.</li> <li>• Resident report about a diseased tree in the park – Clerk reported it to WNC</li> <li>• Update on barbed wire in the park – Wnc Cllr Firman</li> <li>• Jennie Allwork – Plot 150 Swan Valley Development</li> <li>• WNC Cllrs Firman &amp; Butcher – request to update a play area in Camphill</li> <li>• Citizens Advice – request for funding help.</li> <li>• WNC Winter Pruning Schedule – sent to councillors for info.</li> <li>• Ncalc - Two local briefings in January ,Local nature Recovery Strategy and Local Plan Reg 18 Consultation. Cllr Hook and Squires to attend the Plan Reg 18 briefing. Cllr Garrett to attend the Local Nature Recovery briefing.</li> </ul>
25/213	<p><b>To confirm the meeting dates for 2026 including the Annual Parish Meeting.</b></p> <p>January 15<sup>th</sup> , February 19<sup>th</sup> , March 19<sup>th</sup> , April 16<sup>th</sup> , May 21<sup>st</sup> , June 18<sup>th</sup> , July 23<sup>rd</sup> or 30<sup>th</sup> Request to move this date back due to staff annual leave, August No meeting September 17<sup>th</sup> , October 15<sup>th</sup> , November 19<sup>th</sup> , December 17<sup>th</sup></p>
25/214	<p><b>Next meeting January 15<sup>th</sup> 2026</b></p>