



email: clerk@westhunsburyparishcouncil.gov.uk

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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 November 20th 2025 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 handwritten signature in black ink, appearing to read "Fiona Young".

Clerk, Fiona Young

AGENDA

25/179 To receive and approve any apologies for absence.

25/180 To receive any pecuniary and non-pecuniary Declarations of Interest in respect of items on the agenda

25/181 To approve and sign the Minutes of the Ordinary Council Meeting held on October 16th 2025

25/182 *Public Forum 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.*

25/183 To Receive Reports from

a) **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.

b) **West Northants Councillors**

25/184 To receive Clerks report and brief reports from Councillors or Clerk attending outside meetings.

25/185 Matters arising from previous minutes, items not covered on the agenda, for report only

November 2025 Meeting

- 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 9XE

2025/4166/FULL Infill undercroft roof to create porch. 12 Icknield Drive Northampton NN4 9YS

- #### 2. Consultation – WNC Developer Contributions and Delivering Infrastructure, council to resolve how to respond.

<https://westnorthants.citizenspace.com/planning/infrastructure-and-developer-contributions/>

25/187 Finance

- #### 1. Resolution to approve the payments listed below for November plus any that are received before the meeting.

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
West Northants council	Uncontested election charges	174.00	LGA 1972 s111
Ncalc	Training Inv 5002	55.20	LGA 1972 S.175

- #### 2. 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**

3. Confirmation that the internal controls checks have been completed by Cllr Phillip

25/188 Resolution to install new benches in the parish. – WNC approved design is £1475.00 plus vat, delivery to Potters is £265.00 plus installation costs.

25/189 Resolution to install a new noticeboard at Hill Fort Close, to confirm cost. – examples to be found on <https://www.greenbarnes.co.uk/> or [The Parish Notice Board Company - Parish Noticeboards](#)

25/190 Resolution to purchase the community Speedwatch equipment – Cllr Hook to brief council.

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.

25/192 Budget and Precept 2026-27

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.

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, does council want to be included in this?
- 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

25/194 To confirm the parish office opening arrangements over the Christmas break.

25/195 Next meeting December 18th 2025