



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 March 19th 2026.

at 7pm Parsons Meade Community Centre

Members Present: Councillors Linda Hook (Chairman), Carl Squires, Kathryn Barker, Soosan Philip and Kevin Read

WNC Cllr Ron Firman

One member of the public

Item no	
26/039	To receive and approve any apologies for absence. It was Resolved to accept and approve the apologies received from Cllrs Chisholm, Godfrey, Garrett and Hughes.
26/040	To receive any pecuniary and non-pecuniary Declarations of Interest in respect of items on the agenda; None stated
26/041	To approve and sign the Minutes of the Ordinary Council Meeting held on February 19th 2026 The minutes of the meeting on February 19th 2026 were circulated prior to the meeting. It was Resolved to approve the minutes and they were signed as a true record.
26/042	Public Forum A resident asked about a small parcel of land between Whaddon Close and Greenglades, the Chairman said it was most likely to be Highways land.
26/043	To Receive Reports from a) The Police. The Police report for February was distributed prior to the meeting, there were a total of 13 crimes recorded and 7 suspects identified and 1 arrest. 1 x licence plate theft, 1 x criminal damage to dwelling, 1 assault with injury, 1 assault without injury, 1 x possession of cannabis, 1 x theft. Councillors asked why the recent stabbing was not on the list of recorded crimes, the answer was because it took place in St James not in West Hunsbury. Several councillors remarked that the crime levels were still increasing. The Clerk was asked to invite the local Police to the April meeting.

	b) West Northants Councillors. WNC Ron Firman explained that there is a remote meeting with the PFCC. Many residents are asking him what they received in exchange for the 6% increase in council tax. The potholes are really bad again in certain areas. An illegal encampment has been moved on from Tesco Mereway. Cllr Firman has a meeting with Simon Bowers from WNC in two weeks time, he has been working with WNC Cllr Pinder Chauhan on the school education committee.			
26/044	To receive Clerks report and brief reports from Councillors or Clerk attending outside meetings. The Chairman went to the Parish collaboration meeting, it was also attended by WNC Cllr Daniel Lister who is the Ward Cllr for Long Bucky. The Chairman also attended the WNC Transport Strategy Workshop which Cllr Barker also attended as a representative from the Local Access Forum. It was also noted that the Ability Bus CIC is unfortunately ceasing to operate at the end of March. Cllr Squires attended the Ncalc Larger Councils Partnership and also attended the Ncalc course Responding to Planning Applications.			
26/045	Matters arising from previous minutes, items not covered on the agenda, for report only Two flowering cherry trees requested from Anglian Water			
26/046	Planning 1. New applications, to include any applications that arrive before the meeting date. There were no new applications.			
26/047	Finance 1. Resolution to approve the payments listed below for March plus any that are received prior to the meeting.			
	Payable to	Details	Amount £	Power to Pay
	Clerk	Salary February	954.11	LGA 1972 ss101, 111 & 11
	HMRC	Tax and NI	358.07	LGA 1972 ss101, 111 & 11
	Taylor's Foundry*	50% final payment for park bench	1161.00	Parish councils Act 1957
	David Ogilvie Engineering Ltd	Bees and butterflies bench	2052.00	Parish councils Act 1957
	West Northants Council	Litter Bin	934.80	Parish councils Act 1957
	Sovereign Play	Goal posts deposit payment	2210.70	Open Spaces Act 1906 s.9-
	Sovereign Play	Goal posts second instalment payment	2947.60	Open Spaces Act 1906 s.9-
	Ncalc	Inv 5158	42.00	LGA 1972 ss101, 111 & 11
	It was Resolved to approve all the payments listed above. The Chairman will authorise the payments online.			

	<p>2. Approval of the bank reconciliation statements for February 28th 2026</p> <p>Bank Balance at 1st April 2025 £13,747.52 + £31,270.01 = £45017.53</p> <p>Plus Receipts £29,519.13b</p> <p>Less Payments £27,338.19</p> <p>Total <u>£47,198.47</u></p> <p>Bank Balance at 28th February 2026 = £15,628.59 + £31,569.88= <u>£47,198.47</u></p> <p>The bank reconciliation statement was approved.</p> <p>3. Confirmation that the internal controls checks have been completed by Cllr Phillip</p> <p>Cllr Philip confirmed that she had completed the internal controls checks and that there were no concerns.</p> <p>4. To receive a budget report for Feb 28th 2026.</p> <p>The Clerk circulated an up to date budget report and explained that there will be another one at the end of the financial year.</p> <p>5. Resolution to approve the asset register.</p> <p>The Clerk circulated the asset register, it was Resolved to approve the asset register and it was also agreed that council would do a full audit of the items on the asset register at the start of the new financial year.</p>
26/048	<p>Resolution to adopt an IT Policy</p> <p>The Clerk circulated the draft IT Policy that had been written using the Ncalc template. The Clerk explained that more complicated policies were available but that this one seemed to be the most relevant to a small parish council. The IT Policy is needed in order to positively respond to the new Assertion 10 on the Annual Governance and Accountability Return. Council Resolved to approve and adopt the IT Policy.</p>
26/049	<p>Defibrillator – The Chairman reported that the new defibrillator had been installed in the existing defib cabinet that it on the wall outside St Benedicts Church. The Clerk has updated the national defibrillator register called The Circuit and the new defib is now listed a ‘Ready for Emergency use’.</p>
26/050	<p>Goal Post – Cllr Hook to Update</p> <p>The Chairman explained to the council that the two new goal posts have been ordered from Sovereign Play, they have given an installation date of April 27th. The payment for the goals is</p>

	<p>split into three instalments, council resolved to make 2 of the 3 payments so that the majority of the cost of the goals comes out of the current financial years budget.</p> <p>Cllrs Hook and Squires will be the first points of contact for the installation.</p>
26/051	<p>New benches in the parish – Clerk to update</p> <p>The Clerk reported that both the park bench and the Hunslett Lane bench have now been delivered to JS Potters for installation. Cllr Hook will confirm with JS Potters the exact location prior to installation. The final payments have been made for both benches.</p>
26/052	<p>Installation of a new noticeboard at Hill Fort Close – Clerk to update</p> <p>The Clerk has ordered the noticeboard from Broxap. The noticeboard is made from aluminium, powder coated in green, it is a double bay, single sided magnetic board with West Hunsbury Parish Council in black on the header.</p> <p>The total cost included delivery to JS Potters is £2064.00.</p>
26/053	<p>Installation of a new bin near Hunsbury Park School– Clerk to update</p> <p>The new double bin has been ordered with WNC, it will be delivered to JS Potters for installation at the entrance to the lane leading to the park near Hunsbury Park School. The bin will cost £934.80 plus installation.</p>
26/054	<p>Heritage signs application– Clerk to update</p> <p>The Clerk explained that the heritage signs application has been sent to WNC and an update is expected soon. The council have not paid the application fee yet.</p>
26/055	<p>Parking at St Benedicts – To discuss parking concerns outside St Benedicts Church and to agree action as required, to include a possible application for double yellow lines.</p> <p>The Chairman reported that she attended a meeting to discuss the reported problems with parking when there are busy services or events at St Benedicts Church. The Church only has a small car park and visitors tend to park on the local roads, sometimes the parking is quite dangerous and inconsiderate. The car park across the road at the country park is available for use by arrangement. It was agreed that it was very important to ask the residents living closest to the church for their opinions on the problems and what the possible solutions could be, whether that is parking restrictions or making more use of the parking across the road.</p> <p>It was agreed that Cllrs Hook and Squires would work together to visit the closest residents and report back at the next meeting.</p>
26/056	<p>Community Speedwatch – to discuss proposed dates for the community Speedwatch and to also discuss volunteer numbers.</p> <p>The Chairman explained that the new Speedwatch equipment had been delivered and was now owned by the parish council. It was agreed that June and September would be good months to undertake a Speedwatch campaign as well as periodically if a specific issue arose.</p>

26/057	<p>Park Gates – to discuss the opening and closing of the park gates.</p> <p>The Chairman outlined the issues that there are with the park gates, the gates were opened and closed by the Friends of the Parks group for many years however as volunteer numbers fell the parish council agreed to become involved.</p> <p>New, clearer signs have been ordered and it is hoped these will be installed soon. It is hoped that when the closing time of the park gates is clearly displayed there will be less possibility of cars being locked in. The Chairman asked if any councillors would be prepared to join the rota of volunteers particularly for Saturdays, there were no volunteers. Cllr Squires agreed to be added to the emergency contact list.</p>
26/058	<p>Annual Parish Meeting – to discuss and confirm arrangements</p> <p>It was agreed that the Annual Parish Meeting would be on May 14th starting at 7pm. The meeting would include reports from local organisations plus a Q & A session with West Northants Council.</p>
26/059	<p>Consultations, to agree councils response (if any) to the following consultations –</p> <ul style="list-style-type: none"> • WNC Local Plan Consultation response – Cllr Carl Squires • WNC Local Nature Recovery Strategy – closes 25 March 2026 • WNC & NNC Upper Nene Valley Gravel Pits Strategy – closes 21st April 2026
26/060	<p>Correspondence, to include actions when needed</p> <ul style="list-style-type: none"> • Resident enquiry about access to Green Lane bridleway – Clerk actioned • UK Town of Culture application – many emails, any councillor interested in taking the lead or no action? No action. • Danny Moody – Ncalc eupdate • Alan Botwood, Parish collaboration meeting, March 31st. • Bike Marking, East Hunsbury – Clerk published
26/061	<p>Next meeting April 16th 2026</p>