



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

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

www.westhunsburyparishcouncil.gov.uk

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## Minutes of the Ordinary Parish Council Meeting, Held on Thursday October 15th, 2026.

at 7pm Parsons Meade Community Centre

**Members Present:** Councillors Linda Hook (Chairman), Jacqueline Hughes, Soosan Philip and Stephen Godfrey.

WNC Cllrs Glenn Butcher and Pinder Chauhan

| Item no |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
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| 26/160  | To receive and approve any apologies for absence. It was <b>Resolved</b> to approve the apologies received from Cllrs Chisholm, Garrett, Squires, Barker and Read and from WNC Cllr Ron Firman.                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 26/161  | To receive any pecuniary and non-pecuniary Declarations of Interest in respect of items on the agenda<br><br>None received.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 26/162  | To approve and sign the Minutes of the Ordinary Parish Council Meeting held on September 17 <sup>th</sup> 2026<br><br>The draft minutes were circulated prior to the meeting, it was <b>Resolved</b> to approve the minutes, and they were signed as a true record.                                                                                                                                                                                                                                                                                                                                                                            |
| 26/163  | Public Session<br><br>There were no public comments.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 26/164  | To Receive Reports from<br><br>a) <b>The Police.</b> The Clerk explained that she wrote to the Police, Fire and Crimes Commissioner regarding the parish crime report and received an email stating that the crime report would not be continuing but that parishes can log into a website and get the crime statistics themselves.<br><br>b) <b>West Northants Councillors.</b> Cllr Glen Butcher reported that it is believed the land adjacent to the new bench at the corner of St Dunstons Rise is owned by Ladbroke's Project Ltd. There is currently an outstanding query regarding the maintenance of the land near the bench which is |

|                         | overgrown. Cllr Butcher said that he will continue to look into it. The Clerk will chase up a response from WNC. Cllr Pinder Chauhan reported that a resident has started doing a litter pick in Camphill supported by WNC. It was also reported that there is still a very long wait for ADHD diagnoses in Northampton, up to 7 years in many cases. The council agreed to promote signposting to funding help for families on the website. Cllr Chauhan also explained that she has been working with a resident who is having some issues with overhanging trees owned by WNC.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |          |                |                           |  |            |         |          |                |              |       |                                          |        |              |                           |      |                    |        |    |                           |      |                         |       |    |                           |             |                  |       |              |                           |                |                |        |              |                           |                         |                           |        |              |                |         |                 |       |              |                           |
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| 26/165                  | <b>To receive Clerks report and brief reports from Councillors or Clerk attending outside meetings.</b><br><br>The Clerks report was circulated and there were no questions. Cllr Philip explained that she attended the Ncalc AGM at Moulton on October 10 <sup>th</sup> , the emphasis was on the planning system including Local and Neighbourhood Planning.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |          |                |                           |  |            |         |          |                |              |       |                                          |        |              |                           |      |                    |        |    |                           |      |                         |       |    |                           |             |                  |       |              |                           |                |                |        |              |                           |                         |                           |        |              |                |         |                 |       |              |                           |
| 26/166                  | <b>Matters arising from previous minutes, items not covered on the agenda, for report only.</b> <ul style="list-style-type: none"><li>• Query sent in regarding the long grass near the new bench at the corner of St Dunstans Rise.</li><li>• Planning response sent into WNC in response to 2026/3219/MAF/ and WNN/2021/0537</li><li>• The Clerk wrote to the PFCC and was told that councils can download the crime stats from their own communities.</li><li>• Clerk added two info posters about the food waste collections.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |          |                |                           |  |            |         |          |                |              |       |                                          |        |              |                           |      |                    |        |    |                           |      |                         |       |    |                           |             |                  |       |              |                           |                |                |        |              |                           |                         |                           |        |              |                |         |                 |       |              |                           |
| 26/167                  | <b>Finance</b><br><br>1. Resolution to approve the following payments for October, plus any that arrive between agenda publication and the meeting. <table><tr><th>Payable to</th><th>Details</th><th>Amount £</th><th>Payment method</th><th>Power to Pay</th></tr><tr><td>Clerk</td><td>Salary October plus home working payment</td><td>933.76</td><td>Bank payment</td><td>LGA 1972 ss101, 111 &amp; 112</td></tr><tr><td>HMRC</td><td>Tax and NI October</td><td>374.49</td><td>DD</td><td>LGA 1972 ss101, 111 &amp; 112</td></tr><tr><td>Nest</td><td>Pension payment October</td><td>96.13</td><td>DD</td><td>LGA 1972 ss101, 111 &amp; 112</td></tr><tr><td>DCK Payroll</td><td>Payroll provider</td><td>66.00</td><td>Bank Payment</td><td>LGA 1972 ss101, 111 &amp; 112</td></tr><tr><td>PKF Littlejohn</td><td>External audit</td><td>252.00</td><td>Bank payment</td><td>LGA 1972 ss101, 111 &amp; 112</td></tr><tr><td>Welford Christmas Trees</td><td>Community Christmas tree.</td><td>793.00</td><td>Bank payment</td><td>LGA 1972 s 144</td></tr><tr><td>F Young</td><td>Reimburse MS365</td><td>84.99</td><td>Bank payment</td><td>LGA 1972 ss101, 111 &amp; 112</td></tr></table><br><br>It was <b>Resolved</b> to approve the payments listed above.<br><br>2. Resolution to approve the bank reconciliation statement for 30 <sup>th</sup> September 2026<br><br>Bank Balance at 1st April 2026 £6121.47 + 31,649.80 = £37,771.27<br><br>Plus Receipts £32,192.29<br><br>Less Payments £19,335.84 |          |                |                           |  | Payable to | Details | Amount £ | Payment method | Power to Pay | Clerk | Salary October plus home working payment | 933.76 | Bank payment | LGA 1972 ss101, 111 & 112 | HMRC | Tax and NI October | 374.49 | DD | LGA 1972 ss101, 111 & 112 | Nest | Pension payment October | 96.13 | DD | LGA 1972 ss101, 111 & 112 | DCK Payroll | Payroll provider | 66.00 | Bank Payment | LGA 1972 ss101, 111 & 112 | PKF Littlejohn | External audit | 252.00 | Bank payment | LGA 1972 ss101, 111 & 112 | Welford Christmas Trees | Community Christmas tree. | 793.00 | Bank payment | LGA 1972 s 144 | F Young | Reimburse MS365 | 84.99 | Bank payment | LGA 1972 ss101, 111 & 112 |
| Payable to              | Details                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Amount £ | Payment method | Power to Pay              |  |            |         |          |                |              |       |                                          |        |              |                           |      |                    |        |    |                           |      |                         |       |    |                           |             |                  |       |              |                           |                |                |        |              |                           |                         |                           |        |              |                |         |                 |       |              |                           |
| Clerk                   | Salary October plus home working payment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 933.76   | Bank payment   | LGA 1972 ss101, 111 & 112 |  |            |         |          |                |              |       |                                          |        |              |                           |      |                    |        |    |                           |      |                         |       |    |                           |             |                  |       |              |                           |                |                |        |              |                           |                         |                           |        |              |                |         |                 |       |              |                           |
| HMRC                    | Tax and NI October                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 374.49   | DD             | LGA 1972 ss101, 111 & 112 |  |            |         |          |                |              |       |                                          |        |              |                           |      |                    |        |    |                           |      |                         |       |    |                           |             |                  |       |              |                           |                |                |        |              |                           |                         |                           |        |              |                |         |                 |       |              |                           |
| Nest                    | Pension payment October                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 96.13    | DD             | LGA 1972 ss101, 111 & 112 |  |            |         |          |                |              |       |                                          |        |              |                           |      |                    |        |    |                           |      |                         |       |    |                           |             |                  |       |              |                           |                |                |        |              |                           |                         |                           |        |              |                |         |                 |       |              |                           |
| DCK Payroll             | Payroll provider                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 66.00    | Bank Payment   | LGA 1972 ss101, 111 & 112 |  |            |         |          |                |              |       |                                          |        |              |                           |      |                    |        |    |                           |      |                         |       |    |                           |             |                  |       |              |                           |                |                |        |              |                           |                         |                           |        |              |                |         |                 |       |              |                           |
| PKF Littlejohn          | External audit                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 252.00   | Bank payment   | LGA 1972 ss101, 111 & 112 |  |            |         |          |                |              |       |                                          |        |              |                           |      |                    |        |    |                           |      |                         |       |    |                           |             |                  |       |              |                           |                |                |        |              |                           |                         |                           |        |              |                |         |                 |       |              |                           |
| Welford Christmas Trees | Community Christmas tree.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 793.00   | Bank payment   | LGA 1972 s 144            |  |            |         |          |                |              |       |                                          |        |              |                           |      |                    |        |    |                           |      |                         |       |    |                           |             |                  |       |              |                           |                |                |        |              |                           |                         |                           |        |              |                |         |                 |       |              |                           |
| F Young                 | Reimburse MS365                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 84.99    | Bank payment   | LGA 1972 ss101, 111 & 112 |  |            |         |          |                |              |       |                                          |        |              |                           |      |                    |        |    |                           |      |                         |       |    |                           |             |                  |       |              |                           |                |                |        |              |                           |                         |                           |        |              |                |         |                 |       |              |                           |

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|        | <p>Total - £50,627.72</p> <p>Bank Balance at 30th September 2026 = 23,804.65 + 26,823.07 = £50,627.72</p> <p>3. To confirm that the monthly internal controls checks have been completed.</p> <p>Cllr Philip confirmed that she had completed the internal controls checks.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 26/167 | <p><b>Community Events Working Party</b></p> <ol style="list-style-type: none"> <li>1. <b>To receive a report and to discuss and agree plans for 2027/2028 with regards to the budget.</b> The Chairman reported that the Community Events Working Party held a meeting to briefly discuss plans for the remainder of the year and next summer. It was agreed that the Remembrance display would be put up soon, the community Christmas tree has been ordered and will be installed on November 30<sup>th</sup> in time for the Christmas Tree Festival at St Benedicts Church on December 5<sup>th</sup>. There will also be carols around the tree on December 6<sup>th</sup> which will include mince pies and mulled wine.<br/>It was also agreed that the council would try and arrange a Party in the Park style event in the summer 2027, possibly the first or second weekend in July.</li> <li>2. Resolution to order a community Christmas tree. It was <b>Resolved</b> to order a community Christmas tree from Welford Christmas Trees. The cost will be £793.00.</li> </ol> |
| 26/169 | <p><b>Budget and Precept discussions 2027/2028</b></p> <ul style="list-style-type: none"> <li>• To receive a budget report for Q.2 The Clerk circulated a budget report to all councillors prior to the meeting, there were no questions. It was agreed that the Clerk would put up a post on social media asking residents for their ideas about what the council should spend money on in the next financial year.</li> <li>• To note any actions required to prepare for the budget and precept discussions for the year 2027/2028 which will start in the November meeting. The Clerk asked all councillors to come to the November meeting prepared to discuss the forthcoming budget, the Chairman explained that there may well be some items to add for the new Flood Warden work.</li> </ul>                                                                                                                                                                                                                                                                                     |
| 26/170 | <p><b>Planning</b></p> <p>1.To agree councils' response to new applications plus any that require a response before the next meeting</p> <p>2026/3680/FULL, 11 Farraxton Square Northampton NN4 9RQ, Conversion of existing dwelling into 3no. self-contained one-bedroom flats</p> <p>After a brief discussion it was <b>Resolved</b> that there were no comments.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 26/171 | <p><b>Update on the latest parish council installations, to include confirmation of the noticeboard installation and also to discuss the position of the bench on Hunsbury Hill Road.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |

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|        | <p>The Chairman reported that the new noticeboard has still not been installed by JS Potters, it is hoped that it will be installed within the next week. The noticeboard will be installed on land owned by West Northants Council.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 26/172 | <p><b>Flood Project and Emergency Planning</b></p> <p>1. to receive a report from the Flood Warden Training and to agree next steps</p> <p>The Chairman and Cllr Squires attended the Flood Warden training, the parish council now has a comprehensive emergency kit which contains items such as a wind-up radio, torches and flares. The Chairman explained that she will speak to Cllr Squires and see what next steps they need to agree and bring that to full council.</p> <p>2. To discuss whether WHPC would like to arrange a screening of the National Emergency (Climate and Nature Emergency) briefing at Parsons Meade Community Centre</p> <p>It was agreed that councillors should look at the information about the emergency briefing and then make a resolution at the November meeting.</p> |
| 26/173 | <p><b>Anglian water replacement tree</b> – to confirm arrangements for the replacement tree, what type and where is it going to be planted.</p> <p>The Clerk explained that Anglian Water had agreed to provide two large Cherry trees to replace the mature tree that was cut down last year. The council agreed the location that the trees needed to be planted in, and the Clerk will provide Anglian Water with a ///what3words location.</p>                                                                                                                                                                                                                                                                                                                                                              |
| 26/174 | <p><b>Asset Register Audit</b> - This will be organised soon before the weather gets too cold and wet.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 26/175 | <p><b>Consultations</b></p> <ul style="list-style-type: none"> <li>WNC West Northamptonshire Pre- Submission Local Plan Regulation 19 Consultation. Closes November 16th, 2026. Council to resolve action required. It was <b>Resolved</b> that no actions were required.</li> <li>WNC Draft area transport strategy consultation, Closes 15th November 2026. It was <b>Resolved</b> that no actions were required. Councillors are able to respond to consultations individually as residents if they wish.</li> </ul>                                                                                                                                                                                                                                                                                         |
| 26/176 | <p><b>Correspondence and actions when needed.</b></p> <ul style="list-style-type: none"> <li>Ncalc Training Treat – Climate change training Oct 19th 2026</li> <li>Letter from Mike Reader MP – Circulated to councillors</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 26/177 | <p><b>Date of next meeting</b></p> <p>November 19<sup>th</sup> 2026</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |