

WHITTLEBURY PARISH COUNCIL

Parish Office:
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Issued: 7th March 2025

To: All parish councillors

From: Mrs Emma Lavers, Clerk to Whittlebury Parish Council

Dear Councillor,

You are hereby summoned to a meeting of Whittlebury Parish Council in the Kingston Room, Reading Room, High Street, Whittlebury, Northamptonshire, NN12 8XJ on Thursday 13th March 2025 at 7:30 p.m. when the following business will be transacted.

AGENDA

- 39/25 To receive and approve **APOLOGIES** for absence
- 40/25 To receive **DECLARATIONS OF INTEREST** under the Council's Code of Conduct related to business on the agenda. *(Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business)*
- 41/25 To determine any **DISPENSATION REQUESTS** received in advance of the meeting
- 42/25 To remind members of the **REQUIREMENT TO UPDATE REGISTER OF INTEREST FORMS** following any changes, within 28 days of the changes
- 43/25 To receive and approve for signature the **MINUTES** of the meeting held on 13th February 2025
- 44/25 **PUBLIC PARTICIPATION SESSION** *(Members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the chairman of the meeting).*
- 45/25 To receive a verbal report from the **WEST NORTHANTS UNITARY COUNCILLOR** and take any questions

Please note, this is a public meeting, and you may be filmed, recorded, and published.

Copies of all council papers are available to download at
www.whittlebury-pc.gov.uk

46/25 To review and adopt the following **POLICIES**:

- (i) Standing Orders
- (ii) Internal Controls and Audit
- (iii) Internal Control Terms of Reference

47/25 To receive an update on the upcoming **LOCAL ELECTIONS 2025** – Chairman, Clerk

48/25

- (i) To receive a report from the **PLANNING SUBGROUP** on the following applications and decide how to respond – Chairman, Cllr. Barnett, Cllr. Cunningham:

Application number	Details	Applicant
2024/5009/MAR	<p>Approval of Reserved Matters (layout, scale, appearance, and landscaping) for the erection of a building for industrial and/or storage and distribution purposes (Use Classes B2 and/or B8 respectively) including ancillary office at Plot 1 within Zone C (as set out within the Approved Parameter Plan ref: 13-019-P100-AF) pursuant to condition 2 (Reserved Matters) of hybrid planning permission (ref: S/2020/1644/EIA), comprising plant, substations, associated infrastructure including service yards, parking, amenity space, and associated hard and soft landscaping</p> <p>Deadline: 14th March 2025</p>	Towcester Park AL3: Tiffield Lane, Towcester, NN12 6PG
2024/5054/MAR	<p>Approval of reserved matters (layout, scale, appearance, and landscaping) for the erection of a building for industrial and/or storage and distribution purposes (Use Classes B2 and/or B8 respectively) including ancillary office at Plot 2 within Zone C (as set out within the Approved Parameter Plan ref: 13-019-P100-AF) pursuant to condition 2 (Reserved Matters) of hybrid planning permission (ref: S/2020/1644/EIA), comprising plant, substations, gatehouse, associated infrastructure including service yards, parking, amenity space, earthworks, and associated hard and soft landscaping. Hybrid planning permission</p>	Towcester Park AL3: Tiffield Lane, Towcester, NN12 6PG

	S/2020/1644/EIA constituted EIA development and was subject to an Environmental Statement. Deadline: 14th March 2025	
WNC/24/00032/MINFUL	Proposed limestone quarry at land north of the existing Pury End Quarry Deadline: TBC	Pury End Quarry, Westy Road, Pury End, Northamptonshire
2025/0756/TPO	Crown Reduction to 1 x Gingko & 1 x Sycamore Tree Crown clean to 1 x Lime Tree (TPO: 88/1969) Deadline: 21st March 2025	Ginkgo 40 Church Way Whittlebury NN12 8XS

(ii) To note any planning approvals received as follows:

Application number	Details	Applicant
2024/5472/FULL	Proposed single storey side and rear extensions with associated internal and external works Decision date: 19th February 2025	56 High Street Whittlebury NN12 8XJ

(iii) To note planning refusals received

(iv) To discuss any other planning matters referred to Full Council:

a) To receive an update from the Neighbourhood Plan Steering Group

b) To note any further updates on major development applications

i. To note WNS/2021/2168/MAO going to appeal and decide if any further comments are required by 17th March 2025

49/25

(i) To receive a report from the **FINANCE SUBGROUP** – Chairman, RFO, Cllr. Neuhoff:

a) To approve the following payments:

Payment Method	Total Amount	Including VAT of	Payee	Details	Power
Online	£30.00		Whittlebury Reading Room	Room hire – March meeting	LGA 1972, s111
Online	£902.03		E Lavers	Salary & Expenses - March	LGA 1972, s112 LGA 1972, s111
Online	£27.00	£4.50	DCK Payroll Solutions Ltd	Payroll - March	LGA 1972, s111
Online	£52.00	8.67	Shield Maintenance Ltd	Dog bin - maintenance	Open Spaces Act
Online	£84.00	£14.00	NCALC	Training	LGA 1972, s111
Online	£42.00	£7.00	Northants ACRE	Membership	LGA 1972 s143
Online	£150.00		SLCC	Membership	LGA 1972 s143
Payments already made from the bank since the last meeting:					
Direct Debit 28/02/25	£6.00		Unity Bank	Service charge - February	LGA 1972 s111
Direct Debit 03/03/25	£273.76		SSE	Streetlighting	Parish Councils Act and Highways Act

(ii) To note any receipts of payment

Total Amount	Received From	Details
£971.17	WNC	Mowing Grant

(iii) To receive details of the latest bank balances on 28th February 2025

(iv) To confirm transfer of NHP grant money to Whittlebury Neighbourhood Plan Steering Group

(v) To note the reduction of bank interest rate from 2.5% to 2.25%

50/25 To receive a report from the **HIGHWAYS & INFRASTRUCTURE SUBGROUP** – Chairman, Cllr. Barnett on the following items:

(i) Highway Issues: previously reported and new to report and consider

(ii) To receive an update on **TRAFFIC CALMING**

- a) To receive an update on VAS sign upgrade – Cllr. Essen, Cllr. Barnett
- b) To receive an update on traffic calming at Northern end of the village
- (iii) To receive an update on the litter bin in the layby at Cowpastures Lane
- 51/25 To receive a report from the **SILVERSTONE CIRCUIT / MEPC COMMUNITY LIAISON GROUP** - Cllr. Cunningham, Cllr. Harrington, Cllr. Neuhoff
- 52/25 To receive a report from the **READING ROOM LIAISON GROUP** - Cllr. Cunningham, Cllr. Harrington
- 53/25 To receive **OTHER INTERNAL REPORTS** as follows:
 - (i) Update from the **Police Liaison** – Cllr. Cunningham
 - (ii) Update on the **Whittlebury Good Neighbour Scheme** - Cllr. Harrington, Cllr. Neuhoff
 - (iii) To receive an update on the **WILDLIFE PARK**
 - (iv) Update on **Odours** and to decide any next steps - Cllr. Harrington
 - (v) Update on **CCTV** procurement and fitting – Cllr. Sedgwick
 - a. To discuss requirements for the new CCTV system in line with the Surveillance Camera Code of Practice and ICO
- 54/25 To receive an update on **LIGHTING** as follows:
 - (i) Any faulty lighting to report and any other lighting issues - Clerk
- 55/25 To discuss any **CORRESPONDENCE** received
 - (i) To note complaint received regarding the unauthorised cutting of the hedge that runs alongside Ladies Walk
- 56/25 To receive any **ITEMS FOR THE NEXT AGENDA**
- 57/25 To confirm the **DATE, TIME AND PLACE OF THE NEXT MEETING** and **CLOSE** the meeting



Emma Lavers
Clerk & Proper Officer of the Council