

WHITTLEBURY PARISH COUNCIL

Parish Office:
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Issued: 11th April 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 17th April 2025 at 7:30 p.m. when the following business will be transacted.

AGENDA

- 58/25 To receive and approve **APOLOGIES** for absence
- 59/25 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)*
- 60/25 To determine any **DISPENSATION REQUESTS** received in advance of the meeting
- 61/25 To remind members of the **REQUIREMENT TO UPDATE REGISTER OF INTEREST FORMS** following any changes, within 28 days of the changes
- 62/25 To receive and approve for signature the **MINUTES** of the meeting held on 13th March 2025
- 63/25 **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).*
- 64/25 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

65/25 To review and adopt the following **POLICIES**:

(i) Standing Orders

66/25 To receive an update on the upcoming **LOCAL ELECTIONS 2025** – Chairman, Clerk

67/25

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

Application number	Details	Location
2025/1505/TPO	T1 Ash - re pollard to previous points, to reduce stress on hollow base. Deadline: 2nd May 2025	Worlds End, 3 Park Close, Whittlebury NN12 8XE

(ii) To note any planning approvals received

(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

68/25

(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	£45.00		Whittlebury Reading Room	Room hire – April meeting	LGA 1972, s111
Online	£721.31		E Lavers	Salary & Expenses - April	LGA 1972, s112 LGA 1972, s111
Online	£18.00	£3.00	DCK Payroll Solutions Ltd	Payroll - April	LGA 1972, s111
Online	£254.34	£42.39	N J Blackwell	Mowing - March	Open Spaces Act
Online	£52.00	8.67	Shield Maintenance Ltd	Dog bin - maintenance	Open Spaces Act

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Online	£737.80	£61.20	NCALC	Membership, Internal Audit & DPO	LGA 1972 s111
Direct Debit	£52.00		ICO	Data Protection fee	LGA 1972 s143
Payments already made from the bank since the last meeting:					
Online	£5513.00		Whittlebury NHP	Transfer of Grant funding	
Direct Debit 31/03/25	£6.00		Unity Bank	Service charge - March	LGA 1972 s111
Direct Debit 31/03/25	£247.24		SSE	Streetlighting	Parish Councils Act and Highways Act

(ii) To note receipts of payment as follows:

Received date	Amount	Payee	Details
31/03/25	£56.07	Unity Bank	Interest

(iii) To receive details of the latest bank balances on 31st March 2025

(iv) To receive details of Receipts and Payment Account to 31st March 2025

(v) To receive bank reconciliations to 31st March 2025

(vi) To note submission of VAT reclaim for 2024-25

69/25 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 and approve the quote for the 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

- 70/25 To receive a report from the **SILVERSTONE CIRCUIT / MEPC COMMUNITY LIAISON GROUP** - Cllr. Cunningham, Cllr. Harrington, Cllr. Neuhoff
- 71/25 To receive a report from the **READING ROOM LIAISON GROUP** - Cllr. Cunningham, Cllr. Harrington
- 72/25 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 Village **Emergency Plan** - Cllr. Harrington
 - (vi) To remind members to submit **NOMINATION PAPERS** for appointment of Chair and Vice Chair in advance of the May meeting
- 73/25 To receive an update on **LIGHTING** as follows:
- (i) Any faulty lighting to report and any other lighting issues - Clerk
- 74/25 To discuss any **CORRESPONDENCE** received
- 75/25 To receive any **ITEMS FOR THE NEXT AGENDA**
- 76/25 To confirm the **DATE, TIME AND PLACE OF THE NEXT MEETING** and **CLOSE** the meeting



Emma Lavers
Clerk & Proper Officer of the Council