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**Minutes of the Ordinary Parish Council Meeting, Held on Thursday October 17th, 2024.  
 at 7pm Parsons Meade Community Centre**

**Members Present:** Councillors Linda Hook (Chairman) , David Garrett, Soosan Philip, Mavis Wilmshurst, Carl Squires, Pete Spink, Jacqui Cripps and Kathryn Barker.  
 Also, present– Fiona Young (Clerk)  
 17 Members of the public

Item no	
24/160	<p><b>To receive and approve any apologies for absence.</b>            It was <b>Resolved</b> to approve the apologies received from WNC Cllr Pinder Chauhan</p>
24/161	<p><b>To receive any pecuniary and non-pecuniary Declarations of Interest in respect of items on the agenda</b>            None received.</p>
24/162	<p><b>To approve and sign the Minutes of the Ordinary Council Meeting held on September 19<sup>th</sup> 2024.</b> The minutes were circulated before the meeting, it was <b>Resolved</b> to approve and sign the minutes.</p>
24/163	<p><b>Public Session</b>            A resident spoke about his concerns with regard to the proposed new development by Bellway Homes, on land adjacent to Heronsford and Teal Close. There was a public exhibition this week. The land at the end of Teal Close is known locally as ‘green space’ and is currently used for dog walking and other amenity uses. The housing company Bellway proposes constructing a new access road across the green space. It is known that this land floods and is a recognized flood plain.            A second resident spoke about similar concerns regarding the proposed new development. The Chairman explained that a planning application has not yet been submitted to West Northants Council, the parish council will be consulted when it is submitted.            Several residents then spoke to council about the planning application for 10 Icknield Drive which is on the agenda. Various concerns were raised including the following –</p> <ul style="list-style-type: none"> <li>• Icknield Drive is a residential street and is not suitable for commercial property</li> <li>• The traffic is already very bad with parked cars causing issues for road users and pedestrians</li> </ul>

	<ul style="list-style-type: none"> <li>• The change of use to a care home will create more vehicle movements at the property which is very close to a junction and roundabout.</li> <li>• Concern that if this application is approved it will set a precedence for changing residential properties into commercial business premises.</li> <li>• Lack of parking spaces at the property could result in more on-road parking near a busy junction.</li> </ul> <p>The chairman thanked all residents for attending the meeting and sharing their concerns.</p> <p>A resident reported that Green Lane is in a very poor state and is almost impassable in places.</p>
24/164	<p><b>To Receive Reports from</b></p> <p>a) Police Representative. A full crime report has been circulated to councillors. 14 crimes recorded, one was a serious and acquisitive crime (Burglary, auto crime or robbery) Cllr Garrat asked whether there was any update from WNC Cllr Chauhan regarding some issues that were reported earlier in the year, Cllr Chauhan was going to speak to the Police and report back to council. The Clerk was asked to chase.</p> <p>b) West Northants Councillors. Cllr Carl Squires reported that the new revamped market Square in Northampton will open this weekend with a big event planned. WNC are also planning to redevelop the area known as Greyfriars. Stagecoach bus company will do a review of the Number 13 bus route in November. The parish council agreed to put together a small working party to work on a letter to Cllr Phil Larratt which will summarise the council’s concerns regarding this new bus route. West Northants Council is having to consider redundancies due to budget constraints. Cllr Squires reported that he will chase up the actions that have been promised on Green Lane as the drainage is causing major issues at the moment. Cllr Hook will send some photos over to Cllr Squires which show that the lane is virtually impassable in places.</p>
24/165	<p><b>To receive Clerks report and brief reports from Councillors or Clerk attending outside meetings.</b></p> <p>The Clerk’s report was sent to all councillors prior to the meeting, there were no queries. Cllr Barker attended a Kier / WNC Highways Drop-in Session at East Hunsbury Library. There was some concern that this session was not well publicised and took place in a small room at the back of the library which was also not very visible. The Clerk was asked to share these concerns with the WNC Parish Liaison. Items discussed included the proposed new zebra crossing near the Hill Shop and also slowing traffic down on the dual carriageways in the parish.</p>
24/166	<p><b>Matters arising from previous minutes, for report only</b></p> <ul style="list-style-type: none"> <li>• The Clerk confirmed that all the paperwork from the councillor co-option has been received and submitted to West Northants Council.</li> <li>• Confirmation that all consultations have been responded to as per the September meeting.</li> <li>• The faulty play equipment has been removed from the park.</li> <li>• Confirmation that a letter was sent to WNC regarding the refuse bin collections, a reply was received, and this was forwarded to the council. It was <b>Resolved</b> that the Clerk will contact</li> </ul>

	<p>West Northants council and ask where the liability lies if a pedestrian is injured due to the position of a refuse bin.</p> <ul style="list-style-type: none"> <li>To confirm that all consultation responses were completed as agreed in the last meeting.</li> <li>Confirmation that the clerk sent the email stream regarding the flooding of the fireworks event to WNC Cllr Chauhan. A meeting has been arranged with WNC officers, but no further details have been shared.</li> </ul>																					
24/167	<p><b>Resolution to agree any actions required following the presentation by Northampton Association of Youth Clubs.</b> Following a presentation before the meeting by Northampton Association of youth Clubs, it was <b>Resolved</b> that the council would like to find out more about starting up a youth club in the parish. It was agreed that the venue would need to be Camphill Community Centre, the Chairman agreed to contact the centre and discuss whether there was availability for a regular session, the Clerk will contact NAYC and request a taster session.</p>																					
24/168	<p><b>Finance</b></p> <p><b>1. Resolution to approve the payments listed below for October.</b></p> <table border="1" data-bbox="201 757 1386 1055"> <thead> <tr> <th>Payable to</th> <th>Details</th> <th>Amount £</th> </tr> </thead> <tbody> <tr> <td>Staff</td> <td>Clerks' salary</td> <td>896.62</td> </tr> <tr> <td>HMRC</td> <td>Tax and NI</td> <td>268.77</td> </tr> <tr> <td>Cuttlefish</td> <td>Website renewal</td> <td>522.00</td> </tr> <tr> <td>DCK Payroll</td> <td>Payroll</td> <td>54.00</td> </tr> <tr> <td>F Young</td> <td>Reimburse MS 365</td> <td>59.99</td> </tr> <tr> <td>ASL ANDEC Solutions</td> <td>Installation of new defib</td> <td>325.00 *</td> </tr> </tbody> </table> <p>It was <b>Resolved</b> to approve the payments listed, the exception is the final payment to ASL Andec solutions which is a quote and not an invoice. The final payment will be made when the invoice is received.</p> <p>2. Resolution to approve the bank reconciliation statement for 30th September 2024  Bank Balance at 1st April 2024 £3090.48 + £35803.59  Plus Receipts £34,147.58  Less Payments £18,002.61  Total £55,039.04  Bank Balance at 30th September 2024 = £55,039.04</p> <p>It was <b>Resolved</b> to approve the bank reconciliation statement.</p> <p>3.To confirm that the monthly internal controls checks have been completed.  Cllr Philip confirmed that the internal control checks had been completed and there were no concerns. Cllr Philip is not available for the November meeting, and it was agreed that Cllr Squires will complete the controls checks.</p> <p>4. To note that the budget and precept discussions for the coming financial year 2025-2026 start in the November meeting. Councillors will need to bring forward any project ideas with costings.  Noted.</p>	Payable to	Details	Amount £	Staff	Clerks' salary	896.62	HMRC	Tax and NI	268.77	Cuttlefish	Website renewal	522.00	DCK Payroll	Payroll	54.00	F Young	Reimburse MS 365	59.99	ASL ANDEC Solutions	Installation of new defib	325.00 *
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24/169	<p><b>Planning</b></p> <p><b>1.New applications</b></p>																					

	<p>2024/4440/FULL 12 Hawkridge Northampton NN4 9YP Garage conversion to level access shower room raised roofline</p> <p><a href="https://wnc.planning-register.co.uk/Planning/Display/2024/4440/FULL">https://wnc.planning-register.co.uk/Planning/Display/2024/4440/FULL</a></p> <p>It was <b>Resolved</b> to submit No Comments.</p> <p>2024/4391/FULL 10 Icknield Drive, West Hunsbury. Change of use from dwelling house (Use Class C3) to small care home (Use Class C2) to offer families short term and time limited respite care for two to three individuals in a domestic setting. Comments to be submitted by Friday October 18th.</p> <p><a href="https://wnc.planning-register.co.uk/Planning/Display/2024/4391/FULL">https://wnc.planning-register.co.uk/Planning/Display/2024/4391/FULL</a></p> <p>After a lengthy discussion Cllr Garrat proposed that the council submit an Objection to this application on the grounds that the change of use to a commercial property will result in an increase in vehicle movements on a residential cul de sac including a new commercial waste collection. Additionally there are concerns that the increase in traffic resulting from the change of use will negatively impact the residents on Icknield Drive and Bourton Close. The proposal was seconded by Cllr Barker, the motion was <b>Resolved</b> by a vote of 4 in favour and 3 against with one abstention.</p>
24/170	<p><b>Community Events</b> – To receive a report following a working party meeting on Oct 16th. A working party meeting was held on October 16<sup>th</sup>, no decisions were made and the meeting was for discussion only.</p> <p>The Christmas tree will be installed on November 28<sup>th</sup>, the parish council will also take part a Christmas Tree Festival at St Benedicts Church on Saturday November 30<sup>th</sup>.</p> <p>The Christmas tree lights will be turned on December 1<sup>st</sup> and there will be carols round the tree on December 18<sup>th</sup>.</p> <p>The parish council agreed to provide mulled wine for the Carols round the Christmas tree event.</p> <p>It was agreed that Cllr Squires and the Chairman would set up the Remembrance display this year. There are some lamppost poppies which will also be put up.</p> <p>The idea of a community event in the summer of next year was also discussed, it would be a fun afternoon event focusing on a dog show and other family activities. The date of July 5<sup>th</sup> 2025 was provisionally agreed.</p>
24/171	<p><b>Maintenance of walkways &amp; footpaths and how this affects accessibility– Requested by Cllr Barker</b></p> <p>Following some discussion it was <b>Resolved</b> that the clerk would send the following statement to West Northants Council –</p> <p>‘The parish council request that our running surfaces ( footpaths) and shrubbery are maintained correctly in all areas of West Hunsbury to a standard that meets the Equality Act and the Highways Act and also that path widths are maintained fully to the concrete boundaries. It is also requested that the report compiled by Kier on July 22<sup>nd</sup> is used as a reference for maintenance to be compliant. ‘</p>

24/172	<p><b>West Northants Area Inaugural Climate Summit</b>, discuss and agree the following resolutions;</p> <p>1. Food waste recycling - Share clear financial and environmental benefits of residents utilising their food waste collection bins or composting at home, thereby diverting food waste away from residual bins. Resolution; WHPC to commit to sharing key messages from WNC's Waste and Recycling team.</p> <p>It was <b>Resolved</b> that the parish council would commit to sharing key messages with regards to food waste recycling.</p> <p>2. Biodiversity and habitat mapping, Report that there are maps which show habitats in our community highlighting the importance of recording what we have.</p> <p>Resolution 1; WHPC to investigate existing maps, review them for their accuracy and make suggestions for any inaccuracies or missing information (set deadline of two months)</p> <p>After a brief discussion it was <b>Resolved</b> that Cllr Wilmshurst will work with Cllr Garrett on this project.</p> <p>Resolution 2; WHPC to commit to encouraging residents to record nature sightings (plants and wildlife) using iNaturalist. (Will require poster / graphics to support this project)</p> <p>It was <b>Resolved</b> that Cllr Wilmshurst will work with Cllr Garrett on this project.</p>
24/173	<p><b>Parish Plan</b> - to receive an update</p> <p>An update on the parish plan will be given at the November meeting.</p>
24/174	<p><b>Resolution to arrange a training session on the defibrillator for residents and councillors</b> – to receive an update</p> <p>This session will be arranged once the new defibrillator is installed.</p>
24/175	<p><b>Correspondence and actions when needed.</b></p> <ul style="list-style-type: none"> <li>• Invitation to Northants Age UK AGM, 20th November 2024 10.30am, Moulton Community Centre.</li> <li>• West Northants Council Newsletter</li> <li>• Residents communication regarding a planning application on Icknield Drive</li> <li>• Royal British Legion Industries Remembrance range</li> <li>• New Monitoring Officer appointed at WNC.</li> <li>• New Northamptonshire Civic Protocol – Northants Calc</li> </ul>
24/176	<p><b>Next meeting date November 21st 2024</b></p>