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**Minutes of the Ordinary Parish Council Meeting, Held on Thursday March 20th, 2025.
at 7pm Parsons Meade Community Centre**

Members Present: Councillors Linda Hook (Chairman), Kathryn Barker, Carl Squires, David Garrett, Pete Spink, Mavis Wilmshurst and Soosan Philip.

Also, present– Fiona Young (Clerk)

WNC Cllr Pinder Chauhan

Two members of the public

Item no	
25/033	To receive and approve any apologies for absence. Apologies were received and approved from Cllr Cripps.
25/034	To receive any pecuniary and non-pecuniary Declarations of Interest in respect of items on the agenda None given.
25/035	To approve and sign the Minutes of the Ordinary Council Meeting held on February 20th 2025. The minutes were circulated before the meeting, it was Resolved to approve and sign the minutes.
25/036	Public Session Both residents wanted to express support for the Number 13 bus service that was introduced nearly 12 months ago. The Chairman thanked the residents for coming to the meeting, she explained that the council were very keen to support a new bus service following the decision by Stagecoach to cancel the old route. The new service is being reviewed in May by Stagecoach and West Northants Council and the parish council would very much like to see the service continue.

25/37	<p>To Receive Reports from</p> <p>1. Police Representative. The Clerk circulated the February crime report to councillors. There was some concern that the number of crimes recorded seems to be increasing.</p> <p>2. West Northants Councillors. WNC Cllr Carl Squires spoke to council and explained that all councils in Northants were now in the pre-election period and so all WNC Cllrs are limited as to what they can comment on.</p> <p>At the last meeting of the current West Northants Council the One Northamptonshire Plan, the Climate Strategy and the Transport Plan were all adopted.</p> <p>WNC Cllr Pinder Chauhan spoke about the improvements on the Queen Eleanor roundabout, the new QR information codes on the market square and a new fleet of electric buses.</p> <p>Cllr Chauhan also reported that the disabled parking bays at the Hill Shop would be repainted soon along with the rest of the parking spaces.</p> <p>She explained that despite arranging a litter pick last weekend, there is still large amounts of litter in the parish.</p> <p>The Chairman asked if there was update regarding the boundary fencing that was between the Travis Perkins (TP) site and the park, Cllr Chauhan explained that TP have now let WNC know that they no longer own the land and the boundary but they would not disclose who the new owners are.</p>
25/038	<p>To receive Clerks report and brief reports from Councillors or Clerk attending outside meetings. Cllr Barker attended the LAF meeting, it was noted that WHPC was one of the councils who responded to an email regarding the Parish Path Warden scheme.</p>
25/039	<p>Matters arising from previous minutes, for report only.</p> <ul style="list-style-type: none"> The Chairman explained that the rota for opening and closing both sets of park gates was now mostly confirmed, volunteers were still needed on a Wednesday evening and also to cover the top car park gate.

25/040	<p>Finance</p> <p>1. Resolution to approve the payments listed below for March plus any invoices that arrive before the meeting date.</p> <table border="1" data-bbox="225 327 1406 618"> <thead> <tr> <th>Payable to</th> <th>Details</th> <th>Amount £</th> </tr> </thead> <tbody> <tr> <td>Clerk</td> <td>Salary February</td> <td>928.11</td> </tr> <tr> <td>HMRC</td> <td>Tax and NI</td> <td>286.87</td> </tr> <tr> <td>DCK Payroll</td> <td>Jan, Feb March payroll</td> <td>54.00</td> </tr> <tr> <td>Viking</td> <td>Stationary</td> <td>32.48</td> </tr> <tr> <td>E Sanders</td> <td>Bus shelter cleaning</td> <td>240.00</td> </tr> <tr> <td>Ncalc</td> <td>Training inv 4270</td> <td>50.40</td> </tr> </tbody> </table> <p>It was Resolved to approve the payments listed above.</p> <p>2. Resolution to approve the bank reconciliation statement for 28th February 2025 solution to approve the bank reconciliation statement for 28th February 2025 Bank Balance at 1st April 2024 £3090.48 + £35803.59 Plus Receipts £34,263.68 Less Payments £26,651.17 Total £46,506.58 Bank Balance at 28th February 2025 = £46,506.58</p> <p>The bank reconciliation was noted and approved.</p> <p>3. To confirm that the monthly internal controls checks have been completed. Cllr Philip confirmed that the internal controls checks have been completed and there were no concerns.</p> <p>4.To receive a budget report to Feb 28th 2025</p> <p>The Clerk circulated the budget report with the up-to-date figures, the budget report was noted.</p>	Payable to	Details	Amount £	Clerk	Salary February	928.11	HMRC	Tax and NI	286.87	DCK Payroll	Jan, Feb March payroll	54.00	Viking	Stationary	32.48	E Sanders	Bus shelter cleaning	240.00	Ncalc	Training inv 4270	50.40
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25/042	<p>Annual Parish Meeting – Resolution to agree the date and format of the Annual Parish Meeting (must be between March 1st and June 1st and is not a parish council meeting)</p> <p>It was Resolved to hold the Annual Parish Meeting at 7pm on April 17th, this would be followed at 7.30pm by the Ordinary Parish Council meeting.</p>																					
25/043	<p>Youth Club Provision To receive an update from Cllr Hook</p> <p>Cllr Hook explained that trying to arrange a second taster session was proving difficult due to the Easter school holidays. It is hoped that a date would soon be agreed.</p>																					

25/044	<p>Green Lane – The clerk reported that an email had been received from WNC Cllr Pinder Chauhan, the email explained that Peter Hackett, WNC Environment, Countryside and Parks Manager, has reviewed the works required for Green Lane and is now investigating what funds may be available.</p>
25/045	<p>Footpath Working Party – to receive a report from the working party and to agree next steps.</p> <p>After some discussion it was Resolved that the Clerk would contact Chris Carvell at WNC and establish whether the grounds maintenance document that Cllr Barker is working from is the most up to date copy. Once this is established the parish council can then agree the next steps. The Clerk explained that the Fix My Street button was once again on the home page of the website, it had been removed when the website was upgraded but has now been added back on.</p>
25/046	<p>Elections 2025</p> <p>The Clerk explained that she had brought some printed nomination forms to the meeting, the deadline for receipt of the forms by WNC is 4pm April 2nd.</p>
25/027	<p>Community Events – To receive an update.</p> <p>Cllr Hook reported that plans are underway for the D DAY commemorations on May 8th. The council are working closely with Rev Griffiths at St Benedicts Church. The main community event for this year will be a dog show on July 12th, it will be in the bottom section of Ladybridge Park. Entrance to the event will be free but it is thought that there will be a charge to enter the dog show classes.</p>
25/048	<p>Correspondence and actions when needed.</p> <ul style="list-style-type: none"> • Resident report of damaged play equipment in Hunsbury Hill Park, Clerk sent report to Peter Hackett, and he has requested a repair subject to funds – No further action required • WNC parish and town council briefing – circulated • Northants Acre News – circulated • Barclaycard – Notification that our mobile payments account will be closed unless we use the payment machines within the next 90 days, council to agree whether to use the machines to return them. It was agreed that the council may need to use the PDQ machines at the community event dog show in July and so the machines need to be reactivated.
25/049	<p>Next meeting – April 17th, 2025. The Annual Parish Meeting will start at 7pm, followed by the Ordinary PC Meeting at 7.30pm.</p>