

WHITTLEBURY PARISH COUNCIL

Parish Office:
The Reading Room
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Issued: 5th April 2024

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 Reading Room, High Street, Whittlebury, Northamptonshire, NN12 8XJ on Thursday 11th April 2024 at 7:30 p.m. when the following business will be transacted.

AGENDA

66/24 To receive and approve **APOLOGIES** for absence.

67/24 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*).

68/24 To determine any **DISPENSATION REQUESTS** received in advance of the meeting.

69/24 To remind members of the **REQUIREMENT TO UPDATE REGISTER OF INTEREST FORMS** following any changes, within 28 days of the changes.

70/24 To receive and approve for signature the **MINUTES** of the meeting held on 14th March 2024.

71/24 **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*).

72/24 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.org.uk

73/24 To receive an update on the Biodiversity **POLICY**.

74/24 To review changing to a **.GOV.UK DOMAIN**.

75/24

- (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
2024/0983/MAO	Outline application (all matters reserved) for three storey extension to Whittlebury Hall to provide additional bedroom and ancillary areas.	Whittlebury Hall Whittlebury Park Whittlebury Towcester NN12 8WP

- (ii) To note any planning approvals received.

- (iii) To note planning refusals received as follows:

Application number	Details	Location
2023/5981/FULL	Proposed conversion of barn to dwelling to include the creation of a first floor.	Land and barn to rear of 44a High Street Whittlebury NN12 8XJ

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

a) To receive an update on the Neighbourhood Plan and discuss how this will be financed following the use of the grant.

b) To confirm attendance at the upcoming appeal hearing for the Whittlebury Later Living application.

c) To review the Local Plan consultation.

c) To note any further updates on major development applications.

76/24

- (i) To receive a report from the **FINANCE SUBGROUP** and to approve the following payments – Chair, RFO, Cllr. Neuhoff:

Payment Method	Total Amount	Including VAT of	Payee	Details	Power
Online	£67.20	£11.20	DNH Contracts	March Dog Bin Maintenance	Open Spaces Act
Online	£40.00		Whittlebury Reading Room	Hall Hire fees – April	LGA 1972 s111
Online	£246.00	£41.00	N J Blackwell	March Mowing	Open Spaces Act
Online	£433.60		E Lavers	April Salary	LGA 1972 s112
	£47.88			Expenses	LGA 1972 s111
Direct Debit	£108.20		HMRC	April Tax	LGA 1972 s111
Online	£18.00	£3.00	DCK Payroll Solutions Ltd	April Payroll	LGA 1972 s111
Online	£12.00	£2.00	DCK Payroll Solutions Ltd	Year End Payroll	LGA 1972 s111
Online	£192.00	£32.00	Forde & McHugh Ltd	Street Light Repair (SL29)	Highways Act
Online	£708.81	£58.40	NCALC	Membership, Internal Audit & DPO	LGA 1972 s111
Payments already made from the bank since the last meeting:					
Direct Debit	£18.00		Unity Bank	Service Charge	LGA 1972 s111

- (ii) To note any receipts of payment.
- (iii) To receive details of the latest bank balances on 31st March 2024.
- (iv) To receive details of Receipts and Payment Account to 31st March 2024.
- (v) To receive bank reconciliations to 31st March 2024.
- (vi) To note submission of VAT reclaim for 2023-24.
- (vii) To decide whether to renew the **NORTHANTS ACRE MEMBERSHIP** for 2024/25 for £42.00.
- (viii) To note increase in DCK Payroll's fees.

77/24 To receive a report from the **HIGHWAYS & INFRASTRUCTURE SUBGROUP** – Chair, Cllr. Barnett, Cllr. Garnor on the following items:

- (i) Highway Issues: previously reported and new to report and consider:
 - a. To discuss litter picking.
 - b. To discuss ownership of lay-bys on the A413.
 - c. To discuss and decide on advisory 20mph boards for use on Church Way.
- (ii) Update on the traffic calming proposals:
 - a. To review update from Helen Howard.
 - b. To discuss S106 funding available from the Silverstone / MEPC scheme (S/2016/1795/EIA).
- (iii) Update on Gigaclear reinstatement works.

78/24 To receive a report from the **SILVERSTONE CIRCUIT / MEPC COMMUNITY LIAISON GROUP** - Cllr. Cunningham, Cllr. Harrington, Cllr. Neuhoff.

79/24 To receive a report from the **READING ROOM LIAISON GROUP** and acknowledge receipt of latest management committee minutes - Cllr. Cunningham, Cllr. Harrington.

80/24 To receive an update on the **POLICE LIAISON** role moving forwards and what action is required from that role.

81/24 To receive **OTHER INTERNAL REPORTS** as follows:

- (i) Update on **Whittlebury Good Neighbour Scheme** - Cllr. Harrington, Cllr. Neuhoff.
- (ii) Update on request to plants trees in the **Wildlife Park**.
- (iii) Update on Village **Emergency Plan**.
- (iv) To remind members to submit **NOMINATION PAPERS** for appointment of Chair and Vice Chair in advance of the May meeting.

82/24 To receive an update on **LIGHTING** as follows:

- (i) Any faulty lighting to report and any other lighting issues.

83/24 To discuss any **CORRESPONDENCE** received:

(i) To consider **WNC CONSULTATIONS** as follows:

- a. Help us develop services for children, young people and families– **deadline 28th April 2024.**

84/24 To receive any **ITEMS FOR THE NEXT AGENDA.**

85/24 To confirm the **DATE, TIME AND PLACE OF THE NEXT MEETING** and **CLOSE** the meeting.



Emma Lavers
Clerk & Proper Officer of the Council