

WHITTLEBURY PARISH COUNCIL

Parish Office:
The Reading Room
High Street
Whittlebury
Towcester
Northamptonshire
NN12 8XJ

Tel: 01327 362718
Web: www.whittlebury-pc.gov.uk
E-mail: clerk@whittlebury-pc.gov.uk



Issued: 5th July 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 July 2024 at 7:30 p.m. when the following business will be transacted.

AGENDA

136/24 To receive and approve **APOLOGIES** for absence

137/24 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)*

138/24 To determine any **DISPENSATION REQUESTS** received in advance of the meeting

139/24 To remind members of the **REQUIREMENT TO UPDATE REGISTER OF INTEREST FORMS** following any changes, within 28 days of the changes

140/24 To receive and approve for signature the **MINUTES** of the meeting held on 13th June 2024

141/24 **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).*

142/24 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

143/24 To sign the new **FINANCIAL REGULATIONS** document

144/24 To review and confirm changes to the following **POLICIES**:

- (i) Risk Management Policy
- (ii) Biodiversity Policy

145/24 To review and update the **RISK ASSESSMENT**

146/24 To receive an update on the upgraded website design from **CUTTLEFISH** and discuss and decide on the renewal and other options

147/24

- (i) To receive a report from the **PLANNING SUBGROUP** on any items they wish to discuss – Chair, Cllr. Barnett, Cllr. Cunningham
- (ii) To note planning approval received as follows:

Application number	Details	Location
2024/2110/FULL	Erection of front porch Decision date: 3rd June 2024	1 Sholebroke Cottage Road To Sholebroke Cottages Whittlebury NN12 8TF

- (iii) To note any planning refusals received
- (iv) To discuss any other planning matters referred to Full Council:
 - a) To receive an update on the Neighbourhood Plan
 - b) To note any further updates on major development applications

148/24

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

Payment Method	Total Amount	Including VAT of	Payee	Details	Power
Online	£40.00		Whittlebury Reading Room	Room hire – July meeting	LGA 1972, s111

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Online	£67.20	£11.20	DNH Contracts	Dog bin maintenance - June	Open Spaces Act
Online	£666.98		E Lavers	Salary & Expenses - July	LGA 1972, s112 LGA 1972, s111
Online	£18.00	£3.00	DCK Payroll Solutions Ltd	Payroll - July	LGA 1972, s111
Online	£120.00	20.00	Cuttlefish	Email migration	LGA 1972, s111
Online	£246.00	£41.00	N J Blackwell	Mowing - June	Open Spaces Act
Online	£12.00	£2.00	NCALC	Training fee	LGA 1972, s111
Payments already made from the bank since the last meeting:					
Direct Debit	£137.96		SSE	Street Lighting	Highways Act
Direct Debit	£18.00		Unity Bank	Service Charge	LGA 1972 s111
Online	£672.84	£66.73	Gallagher	Insurance renewal	Accounts and Audit Regulations

(ii) To note receipt of payment as follows:

Account	From	Details	Amount
Instant Access	Unity Bank	Interest	£179.46

(iii) To receive details of the latest bank balances on 30th June 2024

149/24 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
- (ii) To review and decide on **CCTV** proposal – Cllr. Sedgwick, Cllr. Garnor
- (iii) To receive an update on **TRAFFIC CALMING**

150/24 To receive a report from the **SILVERSTONE CIRCUIT / MEPC COMMUNITY LIAISON GROUP** - Cllr. Cunningham, Cllr. Harrington, Cllr. Neuhoff, Cllr Garnor

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(i) To reflect on events from the British GP and decide any next steps

151/24 **READING ROOM LIAISON GROUP** - Cllr. Cunningham, Cllr. Harrington

(i) To receive a report from the group and acknowledge receipt of latest management committee minutes

152/24 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) Update on request to plants trees in the **Wildlife Park**

(iv) Update on Village **Emergency Plan**

(v) Update on **Odours** and to decide any next steps

153/24 To receive an update on **LIGHTING** as follows:

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

154/24 To discuss any **CORRESPONDENCE** received

155/24 To receive any **ITEMS FOR THE NEXT AGENDA**

156/24 To confirm the **DATE, TIME AND PLACE OF THE NEXT MEETING** and **CLOSE** the meeting.



Emma Lavers
Clerk & Proper Officer of the Council