

WHITTLEBURY PARISH COUNCIL

Parish Office:
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Issued: 8th March 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 14th March 2024 at 7:30 p.m. when the following business will be transacted.

AGENDA

45/24 To welcome the **NEWLY CO-OPTED COUNCILLOR**.

46/24 To receive and approve **APOLOGIES** for absence.

47/24 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).*

48/24 To determine any **DISPENSATION REQUESTS** received in advance of the meeting.

49/24 To remind members of the **REQUIREMENT TO UPDATE REGISTER OF INTEREST FORMS** following any changes, within 28 days of the changes.

50/24 To receive and approve for signature the **MINUTES** of the meeting held on 8th February 2024.

51/24 **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).*

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

52/24 To receive a verbal report from the **WEST NORTHANTS UNITARY COUNCILLOR** and take any questions.

53/24 To discuss and agree **D-DAY** arrangements.

54/24 To receive an update and confirm any changes to the following **POLICIES**:

- (i) Risk assessment policy
- (ii) Dignity at work policy
- (iii) FOI revised publications scheme
- (iv) Biodiversity policy

55/24 **PLANNING SUBGROUP** – Chair, Cllr. Barnett, Cllr. Cunningham:

- (i) To note any planning approvals received.
- (ii) To note any planning refusals received.
- (iii) To discuss any other planning matters referred to Full Council:
 - a) To receive an update on the Neighbourhood Plan.
 - b) To discuss the Local Highways response on Shacks Barn and decide on any next steps.
 - c) To discuss the upcoming appeal hearing for the Whittlebury Later Living application and decide on any action required.
 - d) To note any further updates on major development applications.

56/24

- (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	£84.00	£14.00	DNH Contracts	February Dog Bin Maintenance	Open Spaces Act
Online	£40.00		Whittlebury Reading Room	Hall Hire fees – March	LGA 1972 s111
Online	£433.40		E Lavers	Clerk Salary – March	LGA 1972 s112
	£76.28			Expenses	LGA 1972 s111
Direct Debit	£3.97		HMRC	January Employer's NI	LGA 1972 s111
	£108.40			March Tax	

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Online	£12.00	£2.00	DCK Payroll Solutions Ltd	March Payroll	LGA 1972 s111
Online	£192.00	£32.00	Forde & McHugh Ltd	Street Light Repair (Towcester Rd)	Highways Act
Online	£154.00		SLCC	Membership Fee	LGA 1972 s143
Payments already made from the bank since the last meeting:					
Direct Debit	£137.60		SSE	Street Lighting	Highways Act
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- (ii) To note any receipts of payment.
 - (iii) To receive details of the latest bank balances.
 - (iv) To approve Year End and Audit training for Cllr Neuhoff at £33+VAT.
 - (v) To review and approve N J Blackwell's 2024 season quote for grass cutting.
- 57/24 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 advisory 20mph boards for use on Church Way.
 - b. To discuss next steps on a waste bin for the lay-by at Cowpastures Lane.
 - (ii) Update on the traffic calming proposals:
 - a. To discuss S106 funding available from the Silverstone / MEPC scheme (S/2016/1795/EIA).
 - (iii) Update on Gigaclear reinstatement works.
- 58/24 To receive a report from the **SILVERSTONE CIRCUIT / MEPC COMMUNITY LIAISON GROUP** - Cllr. Cunningham, Cllr. Harrington, Cllr. Neuhoff.
- (i) To decide what to do with the side roads in the village over the F1 Grand Prix weekend i.e. which will be coned and have parking enforcement in place.
- 59/24 To receive a report from the **READING ROOM LIAISON GROUP** - Cllr. Cunningham, Cllr. Harrington.

60/24 To receive an update on the **POLICE LIAISON** role moving forwards and what action is required from that role.

61/24 To receive **OTHER INTERNAL REPORTS** as follows:

(i) **Whittlebury Good Neighbour Scheme** - Cllr. Harrington, Cllr. Neuhoff.

62/24 To receive an update on **LIGHTING** as follows:

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

- a. Update on Lodge Park SL31
- b. Update on Lees Close SL29
- c. Update on Towcester Rd SL40

(ii) To receive update on street lighting testing requirement.

63/24 To discuss any **CORRESPONDENCE** received as follows:

(i) To review Pocket Woodlands proposal from Kier.

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

- a. Post-16 Transport Policy Statement Consultation 2024 – **deadline Monday 1st April 2024.**
- b. To discuss WNC's local plan and review the Rural Settlement Hierarchy questionnaire – **deadline Tuesday 2nd April 2024.**
- c. Plans to improve Air Quality – **deadline Sunday 17th March 2024.**

64/24 To receive any **ITEMS FOR THE NEXT AGENDA.**

65/24 To confirm the **DATE, TIME AND PLACE OF THE NEXT MEETING** and **CLOSE** the meeting.



Emma Lavers
Clerk & Proper Officer of the Council