PARISH COUNCIL MEETING

Thursday 4th June 2026 at 7:00pm

Held at The Methodist Chapel, Gynwell, Naseby, Northamptonshire

Present:

Vice Chair: Cllr Davies

Councillors: Cllr Williams, Cllr Collins, Cllr Roberts, Cllr Reedman and Cllr Harrison

Public: None

DRAFT MINUTES

OPENING PROCEDURES

26/045 OPENING PROCEDURES

Cllr Davies, Vice Chair, opened and welcomed all to the meeting

NB: Cllr Davies chaired the meeting due to Cllr Reedman being unsure if he would make the meeting in time.

26/046 APOLOGIES AND REASON FOR ABSENCE

The following apologies and reason for absence were accepted:

- Cllr Aldo Rodi – holiday

26/047 DECLARATION OF INTERESTS

a) There were no declarations of any Disclosable Pecuniary or other interests reported.

b) There were no dispensations or written requests for dispensation of DPI to consider.

26/048 MINUTES

Council RESOLVED to accept the minutes from the ANNUAL Parish Council meeting held on the 7th of May 2026, subject to Cllr Davies' apologies being added, due to having served his apologies and reason for absence via email prior to that meeting taking place. Council agreed to this amendment and for Cllr Stephen Davies (Vice Chair) to authorise this set of minutes as a true and accurate record.

26/049 PUBLIC PARTICIPATION (OPEN SESSION)

Council received and NOTED representations received against agenda items from members of the public as follows:

a) Due WNC Ward Cllr Christine Ware being absent, Cllr Davies read out a few points from Cllr Ware's monthly report which was circulated to Council prior to the meeting and can be found here on the Council website:
2026 4 June 2026 Naseby update from Cllr Ware

BUSINESS TO BE TRANSACTED

26/050 VILLAGE HALL DITCHES

Council NOTED the update from Cllr Reedman that the original play area lease had been misinterpreted concerning ownership of the ditches surrounding the play area and playing fields, and it had since been determined that all ditches are in fact under the jurisdiction of the Village Hall Committee and not the Parish Council. Due to this, the Lease is being reviewed and restated to reflect this.

Cllr Collins reported that the original quote from Treeworx for the ditch works has been forward to the Village Hall Committee. Cllr Reedman confirmed that he has also given contact details of another contractor to the Committee to request a quote.

Cllr Collins agreed to raise this matter with the Village Hall Committee again, at their next meeting, and will report back to council in due course.

26/051 PLAY AREA

a) Lease – Cllr Reedman reported that the legal team are awaiting the Village Hall Committee Trustees to sign the re-executed lease. Cllr Collins did request this of the Trustee's at their committee meeting two weeks ago and agreed to chase this again and ascertain which two Trustees will be signing the documentation.

b) Toddler Area Repairs – Council NOTED that 3 quotes have been received concerning the repairs required, which includes removal of grass matting and installing rubber mulch, replacing the tunnel posts with recycled plastic posts and a new surface for tunnel itself. The quotes received range from £9k to £12.8k exc. VAT. The cost of relaying of the footpath is circa £1,880 exc. VAT. Council unanimously agreed that the completion of all works is unaffordable at the current time and RESOLVED to prioritise the works to the toddler tunnel and repair of the railings this fiscal year, and look to budget and apply for grant funding via KWCB for the remaining works to be undertaken next year. Additionally, Council RESOLVED to budget £7k for these works and for the Proper Officer to review the budget and reserves and move funds under virement for this purpose.

c) KWCB Grant – Council agreed to consider applying to KWCB for funding towards these repairs, later in the year when the next round of applications open.

d) Swing Repairs – Council considered all issues surrounding the broken swing where a child was injured whilst using this equipment on the 30th of May 2026. Council NOTED Cllr Williams' report that the swing was locked away immediately thereafter to prohibit further use and that his investigation had confirmed that the parts were not broken or maliciously damaged, they looked to have only worked loose and that given the type of part and the role it plays in ensuring the swing chains remain connected to the apparatus and safe to use, it should not have come loose. All parts were found at the scene and are in good condition.
Council further NOTED that the Cllr Rodi had only completed the weekly play area inspection the preceding Wednesday, and had undertaken a tug test on the swings, and subsequently, they were in full and safe working order at that time.
Due to this, the Council confirmed they were happy with the draft letter written by Cllr Reedman to the play equipment contractor concerning this matter and requesting a site inspection. The Proper Officer is to issue this tomorrow.
Council also agreed for Cllr Reedman to purchase the spanner required to use in future to ensure the parts stay tight and safe.
Cllr Collins was requested to view the play area CCTV to view the incident, which will allow council to better understand how and why the accident occurred.
The Proper Officer confirmed that she had communicated with the parent of the child twice via email but had yet to receive a response. Council unanimously agreed that the insurance provider should be notified of this incident.

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26/052 OBELISK SIGNAGE

The Proper Officer reported that the KWCB grant application had been unsuccessful due to the Trustees feeling the signage materials were not in accordance with heritage principles and that the cost was too high but would consider a lower priced application with signage made from alternative materials.
Council unanimously agreed that Cllr Rodi be requested to investigate costs for a heritage sign made from oak in preparation for the October round of grant applications.

26/053 HIGHWAYS BOLLARDS – CHURCH STREET

The Proper Officer reported that the Street works Licence has been completed but had not yet to be issued due the cost of £350 – Council unanimously agreed to the fee and for this to be submitted. It was NOTED that it had been negotiated with Highways for all Council owned bollards to be added to the one licence. Cllr Reedman agreed to map out locations of all bollards under the council's jurisdiction for this purpose.

26/054 NEW BENCH – PLAYING FIELD

a) It was reported that the new bench has been installed at the playing field with photographs circulated to council prior to the meeting. Cllr Reedman will complete the End of Grant Report and will submit this to KWCB.
b) Council RESOLVED to ratify the approval of the installation of the bench by Naseby Construction at a cost of £310 exc. VAT.

26/055 NEIGHBOURHOOD DEVELOPMENT PLAN

a) Council NOTED that the Open Day event is being held at the Methodist Church on Saturday the 6th of June, 10am until 12 noon to gain resident feedback on the draft plan, prior to formal submission to West Northants Council concerning the following:
    - Housing – location, type, design
    - Community Infrastructure/Facilities – safeguard and enhance
    - Environmental Heritage – assets to be protected
    - Transport – the key issues
    - Employment – what is appropriate for the parish
    - Renewable Energy – the Council's policy
b) Council NOTED that the Proper Officer is issuing letters to the landowners whose land will not be added to the draft Neighbourhood Plan.

26/056 ALLOTMENT FOOTPATH

Council considered the complaint received by a resident after receiving photographs from Cllr Williams of the protruding tree roots. Cllr Collins confirmed that the original complaint is in relation to how the footpath is uneven and dips down, and they had requested the Parish Council to relay the entire footpath to make it safe.
The Proper Officer confirmed that as it is a Rights of Way, the council has no jurisdiction over this and the maintenance lays with the landowner. Cllr Collins agreed to report back to the resident, and should they wish to learn more about the laws surrounding this matter, they are to contact the Proper Officer directly.

26/057 ADOPTION OF STREETLIGHTS (CATTON CLOSE)

Council RESOLVED to formally adopt the two streetlights (no. 36 and 37) following the impending (S38 Agreement) adoption of the extension of Catton Close as public highway by the Highways Authority: West Northants Council.

26/058 INSURANCE POLICY

Council NOTED the renewal of the insurance policies (general and liability) with Clear Councils took place on the 1st of June 2026 for the 2026-27 year, in line with the 3-year long term agreement entered into (until 27th May 2027), at a cost of £801.26 exc. admin fees and IPT tax.

ACCOUNTS PAYABLE & INTERNAL CONTROL

26/059 ACCOUNTS FOR PAYMENT (CURRENT ACCOUNT)

Council RESOLVED to approve all payments being made via BACS, Standing Order and Direct Debit, as set out in the table on the next page.

ONLINE PAYMENTS VIA BACS TRANSFER			
Ref.	**Payee**	**Description**	**Amount**
S/O	Josie Flavell	Clerk's May Salary and home working allowance (Salary £618.93 – Allowance £37.50)	£656.23
BACS	Josie Flavell	Reimbursement for payment of monthly mobile phone fee (Vodafone April).	£25.98
BACS	Josie Flavell	Reimbursement for payment of monthly mobile phone fee GIFF GAFF (June)	£10.00
BACS	HMRC	PAYE (Tax and NI) May	£208.28
BACS	DCK Payroll Services	June payroll and Year-end Service Fee. Inv. 26942	£36.00
BACS	Naseby Methodist Church	Hall hire fees – ANNUAL Parish Council meeting May. Inv. 78	£18.00
BACS	Naseby Methodist Church	Hall hire fees – Parish Council meeting June Inv. 80	£18.00
BACS	Naseby Methodist Church	Hall hire fees – Neighbourhood Plan Steering Group Renewable Energy Meeting. Inv. 79	£18.00
BACS	Thompson Ground Care	Grass cutting of village MARCH. Inv. 1143	£779.45
BACS	Thompson Ground Care	Grass cutting of village APRIL. Inv. 1144	£1558.90
BACS	Thompson Ground Care	Grass cutting of village MAY. Inv. 1145	£1558.90
BACS	Maximow	Grass cutting of sports field MAY Inv. 524	£309.22
BACS	Leebrook Property Services	Installation of dusk till dawn external lighting for bleed kit at Village Hall. Inv. 1300	£189.60
BACS	Alpha CCTV	Annual CCTV Service Fee. Inv. 8719	£250.00
BACS	E.on Energy Solutions	Streetlighting repairs PL5. Inv. 6018815989	£102.00
BACS	Second Life Products	Supply of new bench for playing field. Inv. 11088	£583.20
BACS	Clear Councils	Annual insurance policy renewal. Inv. LCO01868	£952.41
BACS	Naseby Construction	Installation of plinth and new bench at playing field. Inv. TBC	£372.00
	Direct Debit Payments		
D/D	Valda Energy	Street lighting unmetered supply (May) Inv. 1877788	£132.00

26/060 INCOME (RESERVES ACCOUNT)

Council NOTED all income as detailed in the below table.

Date	Income Received	Amount
15/05/2026	Village Hall – share of hedge cutting fee	£300.00
20/05/26	Naseby News (spring) advert fee - Café 1645	£7.50
31/04/2026	Bank Interest - April	£26.76

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26/061 BALANCE OF ACCOUNTS & EARMARKED RESERVES

Council NOTED all balances and earmarked reserves as detailed in the below tables:

Date	Bank Account	Account Balance
31/05/26	Current Account	£0.00
31/05/26	Reserves Account	£36,200.29

Earmarked Reserves	Amount
General Reserves	£25,600.00
Play Area	£4,000.00
Streetlighting	£1600.00
Neighbourhood Plan	£1000.00
Benches	£1000.00
Highways Bollards	£2000.00
Elections (2029)	£1000.00
TOTAL	**£36,200.00**

26/062 INTERNAL CONTROL Q4 YEAR-END

Council NOTED that Cllr Harrison has reviewed and approved the Internal Control for all accounting practices and procedures, including all quarterly governance procedures for Quarter 4 year-end of the 2025-26 fiscal year.

COUNCIL MEMBERS AREAS OF RESPONSIBILITY

26/063 HIGHWAYS AND SPEED INDICATOR DEVICES (SIDs)

a) Cllr Williams reported that the 20mph signs have been installed but one has been removed by a member of public.
b) Cllr Williams reported that he had purchased and installed padlocks to all SIDs. The Proper Officer requested receipts for reimbursement.

26/064 STREETLIGHTING

Cllr Williams reported a streetlight on Gynwell requires repair.

26/065 POLICE & FIRE LIAISON AND NEIGHBOURHOOD WATCH REP.

There were no new reports to receive.

26/066 VILLAGE HALL COMMITTEE REPRESENTATIVE

Cllr Collins reported that there is still a big issue with dog fouling. An article is going into the next Naseby News to state that if fouling doesn't stop, dogs will be banned.

Repairs works are underway to the tennis courts, but the maintenance contractor's tools were stolen overnight this week. The CCTV could not pick it up as there is no external security lighting at the rear of the village hall. Council agreed that the Committee should be requested to install such lighting.

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26/067 VILLAGE HALL CCTV

Cllr Collins reported that the annual CCTV service had taken place and a new hard drive installed.

26/068 MOWING WARDEN

Cllr Williams reported that he'd walked the village with the mowing plans to check that all mowing has been undertaken correctly, and thus far, this is the case.

26/069 TREES AND FOOTPATH WARDEN

There were no new reports to receive.

26/070 DEFIBRILLATORS & BLEED KIT

Cllr Collins reported that the external light for the bleed kit at the Village Hall has been installed.

26/071 VILLAGE WELCOME BOOKLET

It was reported thar new resident has moved in near to the chapel. Cllr Collins agreed will deliver a booklet and reported that there are 25 booklets remaining.

26/072 WINDFARM COMMUNITY FUND

Cllr Davies reported that the next deadline for grant applications is 25th of September with the next Trustee meeting taking place on the 5th of October to review these.

There is currently £14k still in the pot with a few organisations looking to apply from Naseby.

26/073 NASEBY NEWS

Council agreed to the following articles being created for the next issue of Naseby News:

- Bleed kit – Cllr Reedman
- New Bench – Cllr Reedman
- Speed Traffic Survey – Cllr Harrison
- Neighbourhood Plan – Group Chair, Mark Clement
- Wind Farm – Cllr Davies

CLOSING PROCEDURES

26/074 ITEMS FOR NEXT AGENDA

There were no items reported for inclusion in the next meeting agenda.

26/075 ITEMS FOR INFORMATION (ONLY)

a) Cllr Williams noted that the Battlefield sign near to the Fitzgerald Arms needs repair and should be relocated and was willing to undertake the necessary works. Cllr Reedman agreed to contact the Battlefield Trust to seek their permission.

b) Cllr Reedman confirmed that the local printers are aware of the print job to create the play area stickers and that he will be liaising with them soon concerning this matter.

In the absence of further business, the meeting closed at 20:27pm

Signed: …….. **Date:** 2nd July 2026

Paul Reedman - Chairman

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