

Potterspurry Parish Council

Chairman: Dr Steve Parkin

Clerk: Mrs Jane Spence clerk@potterspurryparishcouncil.gov.uk

www.potterspurryparishcouncil.gov.uk



NOTICE OF MEETING OF POTTERS PURRY PARISH COUNCIL

Dear Sir / Madam

I hereby give you notice that the **MEETING OF THE COUNCIL** of the above-named Parish will be held on **WEDNESDAY 8 APRIL 2026 in the VILLAGE HALL at 7:30pm**. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder. Members of the public and press are invited to attend.

Jane Spence – Clerk
1 April 2026

AGENDA

1	APPROVE APOLOGIES FOR ABSENCE.
2	APPROVE MINUTES: Potterspurry Parish Council meeting held on 11 March 2026.
3	MATTERS ARISING from previous meetings.
4	NEW PARISH CLERK & RESPONSIBLE FINANCIAL OFFICER: Confirm appointment of new Clerk & RFO.
5	DECLARATION OF INTEREST under the Council's Code of Conduct.
6	SUMMARY OF MINUTES ACTION REPORT.
7	INVOICES, PAYMENTS & BANK RECONCILIATION: Councillor to check prior to approval.
8	PUBLIC FORUM: Members of the public are invited to address the council. This 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.
9	REPORT FROM WNC DEANSHANGER & PAULERS PURRY WARD COUNCILLORS.
10	REPORT FROM NHW COORDINATOR & POLICE LIAISON REP.
11	PLANNING: (Planning applications can be viewed on www.westnorthants.gov.uk) (Consider all applications received including as listed below). (i) PLANNING APPLICATIONS: None. (ii) PLANNING DECISIONS: None. (iii) OTHER PLANNING MATTERS: (a) APPEAL DECISION. Ref APP/W2845/W/25/3373629 – Application 2024/0642/MAF. Land East of Drovers Way, Potterspurry. Hybrid planning application seeking full planning permission for the erection of 20 no. Affordable Homes as an entry level exception site with upgrading of Furtho Lane, new access, parking, landscaping and all enabling works, and outline planning permission (all matters reserved) for 3 self-build homes. (Amended plans). DECISION: Appeal is allowed. (Cancelled Hearing due to be held on 20/01/26 not rescheduled as promised). (b) E/2026/0188 The Old Talbot. Acknowledgement of report to Enforcement - possible listed building breach.
12	PLAY AREAS (i) RECEIVE INSPECTION REPORTS: March-April: (a) Meadow View – Cllr Garbutt. (b) Mays Way, Blackwell End, Village Hall - Cllr Silvester. (c) Skatepark Weekly Report – Cllr Garbutt. (ii) INSPECTION ROTA: April-May: (a) Meadow View – Cllr Garbutt. (b) Mays Way, Blackwell End & Village Hall – Cllr Soper. (c) Skatepark Weekly Report – Cllr Garbutt. (iii) Meadow View: Consider quotation from Kompan - repairs to 'You and Me' swing.
13	FINANCE (i) RECEIVE BUDGET & RESERVES REPORTS FROM CLERK. (a) Consider allocation of budget overspend £5,771.29 and reserves. (ii) RECEIVE BANK RECONCILIATION FROM CLERK. (iii) BANK BALANCES: TOTAL £51,173.49 (31/03/26). (a) Lloyds Current: £17,548.79 (31/03/26). (b) Lloyds Deposit: £33,624.70 (31/03/26).

(iv)	RECEIPTS:																																																																																					
(a)	Lloyds Deposit: March interest - £54.44.																																																																																					
(b)	Lloyds Current March interest - £16.73 (funds transfer).																																																																																					
(c)	HMRC: VAT Reclaim 01/12/25-28/02/26 - £1,383.34.																																																																																					
(v)	PRG ALLOTMENTS INSURANCE: Approve payment Chris Knott Insurance £188.80 – PRG account.																																																																																					
(vi)	APPROVE ONLINE PAYMENT TRANSFERS (plus any further payments requested by Clerk).																																																																																					
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14	PARISH COUNCIL MATTERS:																																																																																					
(i)	CLERK RETIREMENT: Confirm finish date and payment of final salary for Jane Spence.																																																																																					
(ii)	PARISH COUNCILLOR VACANCIES: Receive update.																																																																																					
15	VILLAGE MATTERS:																																																																																					
(i)	DEFIBRILLATOR – HIGH STREET: Receive monthly inspection report.																																																																																					
(ii)	CCTV/ANPR: Receive monthly report.																																																																																					
(iii)	VAS EQUIPMENT: Receive report.																																																																																					
(iv)	TREES 18/20 MANSION GARDENS: Receive update on land ownership – Guinness Partnership.																																																																																					
(v)	TREES 22 MANSION GARDENS: Consider email and confirmation of land ownership – Guinness Partnership.																																																																																					
(vi)	POTTERS PURTY PRESCHOOL – USE OF DESIGNATED AREA IN MILL POND MEADOW: (Circ 30/3)																																																																																					
(a)	Consider and approve Agreement for Use of MPM – prepared by Preschool.																																																																																					
(b)	Consider and approve Risk Assessment for Use of MPM– prepared by Preschool.																																																																																					
16	CONSULTATIONS:																																																																																					
(i)	WN LOCAL PLAN 2043 Regulation 18 Consultation: Confirmation of submission of PC response 24/3/26.																																																																																					
17	ANNUAL PARISH REPORTS 2025-2026:																																																																																					
(i)	Parish Council Chairman's Report.																																																																																					
(ii)	Parish Council Finance Report – Clerk.																																																																																					
(iii)	Potterspurty Sports & Social Club Report.																																																																																					
18	CORRESPONDENCE: Consider as listed below and any other items received prior to the meeting.																																																																																					
(i)	31/03/2026 Email: Deanshanger PC – copy of contact with Ward Councillor. (Circ 31/3)																																																																																					
19	UPDATES: Discussion of matters not otherwise on the agenda for information-sharing only.																																																																																					
20	Next Meetings - Wednesday 13 May 2026 – Potterspurty Village Hall Annual Meeting of the Parish Council – 7:00pm Parish Council Meeting – 7:45pm																																																																																					