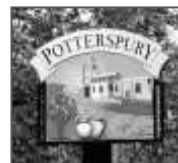


# Potterspurry Parish Council

Chairman of the Council: Dr Steve Parkin

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

www.potterspurryparishcouncil.gov.uk



## MINUTES of the meeting of Potterspurry Parish Council held on Wednesday 8 April 2026 at 7:30pm in Potterspurry Village Hall.

**Councillors present:** Dr S Parkin (Chair), Mrs J Millidge, Mrs B Silvester, Mr I Garbutt, Mr G Lucas, Mrs J Blunden, Mr S Norris, Mr R Capps and Mr J Soper.

**Parish Clerk:** Mrs J Spence.

**Apologies:** Cllr Nagle. Ward Cllr Dabbs.

**Also Present:** Ward Cllr Ian McCord.

6896	<b>APOLOGIES:</b> <i>It was resolved to approve the apologies for absence from Cllr Nagle.</i>	
6897	<b>MINUTES:</b> <i>It was resolved to approve as a true record the Minutes of the Parish Council Meeting held on 11 March 2026, which were duly signed by the Chair.</i>	
6898	<b>MATTERS ARISING:</b> None.	
6899	<b>NEW CLERK &amp; RESPONSIBLE FINANCIAL OFFICER:</b> <i>It was resolved to approve and confirm the appointment of Vanessa Thomas - starting date of 8 April 2026.</i> The Chair welcomed Vanessa to the meeting and confirmed that her employment contract had been signed.	
6900	<b>DECLARATION OF INTEREST UNDER COUNCIL'S CODE OF CONDUCT:</b> None.	
6901	<b>MINUTES ACTION REPORT:</b> Noted.	
6902	<b>INVOICES, PAYMENTS &amp; BANK RECONCILIATION:</b> Checked by Cllr Silvester.	
6903	<b>PUBLIC FORUM:</b> No members of the public attended.	
6904	<b>WNC DEANSHANGER &amp; PAULERSPURRY WARD COUNCILLORS REPORT:</b> Cllr McCord has contacted senior WNC officers to complain about the failure of the Planning Inspectorate to reschedule the cancelled Appeal Hearing (Minute 6906(iii)(a)) and make a decision to allow the appeal without including involvement of the local member, parish council and local residents and thus undermining the democratic process. WNC is looking at ways to find a replacement for the Ability Bus service. Cllr McCord wished the retiring Clerk, Jane Spence, well in her retirement.	
6905	<b>NHW COORDINATOR &amp; POLICE LIAISON REP (PLR):</b> <b>Mr Coppin</b> sent his apologies and provided a report by email. No crime figures are available. Local crime: 2 properties in Mays Way were broken into in March – the Police have appealed for information. A set of number plates found near Puxley have been collected by the Police – connected to a burglary in Towcester. The Police talk on staying safe from scams on 16/03/26 was well attended and received. Other crime: Northants Police would like to make SN residents aware of a recent increase in theft of motor vehicle offences in the area targeting a range of vehicles, often during hours of darkness and using technology to gain access.  <b>The Chair</b> also reported that on 16/03/26, the CCTV and ANPR cameras recorded a white Renault car (clear number plates), parked in Meadow View car park for over an hour around midnight. The next morning a large empty nitrous oxide canister was found where the car had parked. Reported to the Police – who replied that if the car is recorded again on CCTV it should be reported and the Police will follow up with a visit to the registered owner.	
6906 (i) (ii)	<b>PLANNING:</b> (Planning applications can be viewed on <a href="http://www.westnorthants.gov.uk">www.westnorthants.gov.uk</a> ) <b>Planning Applications:</b> None. <b>Planning Decisions:</b> <b>2025/3859/FULL</b> Construction of new 3 Bed detached dwelling with car port and parking area at land adjacent to Rose Cottage, 6 Church Lane. <b>Refusal 02/04/2026.</b>	

<p>(iii) (a)</p> <p>(b)</p>	<p><b>Other Planning Matters:</b>  <b>APPEAL DECISION. Ref APP/W2845/W/25/3373629 – Application 2024/0642/MAF.</b>  Land East of Drovers Way, Potterspurty. 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). <b>DECISION 16/03/2026: Appeal is allowed.</b>  The PC is angered by the failure of the Planning Inspectorate to reschedule the cancelled Appeal Hearing due to be held on 20/01/26 and to ignore the email dated 02/03/26 from the Clerk asking if a new Hearing date had been set. The decision was made without hearing from the PC representative, Cllr Millidge who would have attended, and failing to take into account all the relevant information previously provided by the PC. Stephanie Gibrat, Assistant Director – Planning, also failed to respond to the email sent by the Chair on 23/03/26. An email enquiry from the PC to the Planning Inspectorate stating that planning process procedures have been ignored was acknowledged on 24/03/26 – the reply will take up to 40 days.  <b>It was resolved to submit a Freedom of Information Request to WNC.</b>  <b>It was resolved to contact Sarah Bool, MP to make her aware.</b></p> <p><b>E/2026/0188 The Old Talbot.</b> Report to Planning Enforcement acknowledgement - possible listed building breach. <b>30/03/26 Letter from Planning Enforcement Team</b> – site visit on 26/03/26 internal and external inspection showed no evidence of works requiring planning permission and therefore no breach of planning control – no further action. <b>It was resolved to inform the resident who made the initial report.</b></p>	<p>SP JS</p> <p>JS</p>
<p>6907</p> <p>(i) (a) (b)  (c) (d) (e)</p> <p>(ii) (a) (b) (c)</p> <p>(iii)</p>	<p><b>PLAY AREAS:</b>  <b>Inspection Reports March-April:</b>  <b>Meadow View:</b> Cllr Garbutt submitted email reports.  <b>Mays Way, Blackwell End, Village Hall:</b> Cllr Silvester submitted an email report.  Mays Way: The Chair reported that the damaged cradle swing seat has been replaced with a second-hand seat from stock leaving one spare seat in the Chapel of Rest.  <b>Skatepark Weekly:</b> Cllr Garbutt submitted email reports.  Items requiring attention will be referred to the Handyman.  Cllr Blunden reported that the Air Ambulance clothing bin is being overfilled and not being regularly emptied. Mr Blunden has made several reports to Air Ambulance.  <b>Inspection Rota April-May:</b>  <b>Meadow View:</b> Cllr Garbutt.  <b>Mays Way, Blackwell End &amp; Village Hall:</b> Cllr Soper.  <b>Skatepark Weekly:</b> Cllr Garbutt.  <b>Meadow View ‘You and Me’ Swing:</b> The damage was recorded by CCTV – pupils in John Hellins Primary School uniform swinging and twisting the chains. The Chair reported that he had visited the school to make them aware. The school will speak to the year group concerned. Kompan has agreed to provide the replacement materials FOC and charge only for the specialist labour cost. <b>It was resolved to approve the quote of £1,000 + VAT and raise the order.</b></p>	<p>JS</p>
<p>6908</p> <p>(i) (a) (b) (c)</p> <p>(ii)</p> <p>(iii) (a) (b) (c)</p> <p>(iv) (a) (b) (c)</p>	<p><b>FINANCE:</b>  <b>Budget Reports:</b>  <b>It was resolved to approve the year end Budget Report.</b>  <b>It was resolved to approve the April Budget Report</b>  <b>It was resolved to deduct the 2025/26 budget overspend of £5,771.29 from General Reserves.</b>  <b>Bank Reconciliation 31/03/26:</b> Checked by Cllr Silvester. <b>It was resolved to approve the Bank Reconciliation.</b>  <b>Bank Balances: Noted.</b>  <b>Total £51,173.49 (31/03/26).</b>,  Lloyds Current: £17,548.79 (31/03/26).  Lloyds Deposit: £33,624.70 (31/03/26).  <b>Receipts: Noted.</b>  Lloyds Deposit: March interest - £54.44.  Lloyds Current: March interest - £16.73 (funds transfer).  HMRC: VAT Repayment 01/12/25-28/02/26 - £1,383.34.</p>	

(v) (vi)	<p><b>PRG Allotment Insurance:</b> 2026/27 Renewal Premium £188.80 paid. <b>Noted.</b>  <b>Payments: It was resolved to approve Lloyds Bank transfers as listed below, checked by Cllr Silvester. To be authorised by Cllr Silvester and Cllr Norris.</b></p> <table border="1"> <thead> <tr> <th>TR no</th> <th>PAYEE</th> <th>Net £</th> <th>VAT £</th> <th>Total £</th> </tr> </thead> <tbody> <tr> <td>763</td> <td>J Spence: Clerk March salary, mileage &amp; office</td> <td>1077.71</td> <td>2.96</td> <td>1080.67</td> </tr> <tr> <td>764</td> <td>HMRC: Clerk PAYE £255.20 Employer NI £128.87 March</td> <td>384.07</td> <td>0.00</td> <td>384.07</td> </tr> <tr> <td>765</td> <td>Potterspurty Preschool: Grant for MPM storage box (Minute 6796(v) 08/10/2025)</td> <td>160.00</td> <td>0.00</td> <td>160.00</td> </tr> <tr> <td>766</td> <td>A Stockton: Litter picking March</td> <td>100.00</td> <td>0.00</td> <td>100.00</td> </tr> <tr> <td>767</td> <td>RTM Landscapes: Scrape/spray MUGA, Skatepark, MWPA path</td> <td>510.00</td> <td>102.00</td> <td>612.00</td> </tr> <tr> <td>767</td> <td>RTM Landscapes: Fell dead Rowan tree Poundfield Road</td> <td>120.00</td> <td>24.00</td> <td>144.00</td> </tr> <tr> <td>767</td> <td>RTM Landscapes: Grounds contract mowing &amp; strimming</td> <td>759.00</td> <td>151.80</td> <td>910.80</td> </tr> <tr> <td>768</td> <td>WNC: Churchyard Garden Waste Bins emptying</td> <td>138.00</td> <td>0.00</td> <td>138.00</td> </tr> <tr> <td colspan="2" style="text-align: right;"><b>TOTAL APRIL TRANSFERS</b></td> <td><b>3248.78</b></td> <td><b>280.76</b></td> <td><b>3529.54</b></td> </tr> <tr> <td>DD769</td> <td><b>08.04.26</b> Yu Energy: March Streetlight electricity</td> <td>307.68</td> <td>61.54</td> <td>369.22</td> </tr> <tr> <td>DD770</td> <td><b>15.04.26</b> Tesco: Clerk Mobile Phone March</td> <td>7.02</td> <td>1.40</td> <td>8.42</td> </tr> <tr> <td>DD771</td> <td><b>18.04.26</b> Lloyds Bank: Monthly service charge</td> <td>4.25</td> <td>0.00</td> <td>4.25</td> </tr> <tr> <td>DD772</td> <td><b>30.04.26</b> PWLB: Loan repayment</td> <td>63.47</td> <td>0.00</td> <td>63.47</td> </tr> <tr> <td colspan="2" style="text-align: right;"><b>TOTAL APRIL DIRECT DEBITS</b></td> <td><b>382.42</b></td> <td><b>62.94</b></td> <td><b>445.36</b></td> </tr> <tr> <td colspan="2" style="text-align: right;"><b>TOTAL APRIL PAYMENTS</b></td> <td><b>3631.20</b></td> <td><b>343.70</b></td> <td><b>3974.90</b></td> </tr> </tbody> </table>	TR no	PAYEE	Net £	VAT £	Total £	763	J Spence: Clerk March salary, mileage & office	1077.71	2.96	1080.67	764	HMRC: Clerk PAYE £255.20 Employer NI £128.87 March	384.07	0.00	384.07	765	Potterspurty Preschool: Grant for MPM storage box (Minute 6796(v) 08/10/2025)	160.00	0.00	160.00	766	A Stockton: Litter picking March	100.00	0.00	100.00	767	RTM Landscapes: Scrape/spray MUGA, Skatepark, MWPA path	510.00	102.00	612.00	767	RTM Landscapes: Fell dead Rowan tree Poundfield Road	120.00	24.00	144.00	767	RTM Landscapes: Grounds contract mowing & strimming	759.00	151.80	910.80	768	WNC: Churchyard Garden Waste Bins emptying	138.00	0.00	138.00	<b>TOTAL APRIL TRANSFERS</b>		<b>3248.78</b>	<b>280.76</b>	<b>3529.54</b>	DD769	<b>08.04.26</b> Yu Energy: March Streetlight electricity	307.68	61.54	369.22	DD770	<b>15.04.26</b> Tesco: Clerk Mobile Phone March	7.02	1.40	8.42	DD771	<b>18.04.26</b> Lloyds Bank: Monthly service charge	4.25	0.00	4.25	DD772	<b>30.04.26</b> PWLB: Loan repayment	63.47	0.00	63.47	<b>TOTAL APRIL DIRECT DEBITS</b>		<b>382.42</b>	<b>62.94</b>	<b>445.36</b>	<b>TOTAL APRIL PAYMENTS</b>		<b>3631.20</b>	<b>343.70</b>	<b>3974.90</b>	
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6909 (i)	<p><b>PARISH COUNCIL MATTERS:</b>  <b>Clerk's Retirement: It was confirmed that Jane Spence will retire on 12/05/2026. It was resolved that the final payment of salary and holiday pay due will be paid on 13/05/26.</b>  The Chair thanked Jane for twelve and a half years of service to the PC and presented a bouquet of flowers and a card. A celebration afternoon tea party will be held in the Village Hall on 02/05/26.</p>	JS																																																																																
(ii)	<p><b>PC Councillor Vacancies:</b> Three vacancies.</p>																																																																																	
6910 (i)	<p><b>VILLAGE MATTERS</b>  <b>Defibrillator Monthly Check:</b> Cllr Parkin reported in working order.</p>																																																																																	
(ii)	<p><b>CCTV/ANPR Monthly Check:</b> Cllr Capps reported in working order.</p>																																																																																	
(iii)	<p><b>VAS Equipment:</b> Cllr Soper reported that the batteries are changed as required.</p>																																																																																	
(iv)	<p><b>Trees 18/20 Mansion Gardens – Complaint Overgrown Trees:</b>  Following submission by the PC on 23/03/26 of an Ordnance Survey map showing Land Registry details, Jolene Mackenzie, Customer Liaison Officer, The Guinness Partnership, confirmed that Guinness are responsible for the overgrown trees behind these properties and will be dealing with them. The resident has been informed.</p>																																																																																	
(v)	<p><b>Trees 22 Mansion Gardens – Complaint Overgrown Trees:</b> See 6910(iv).</p>																																																																																	
(vi)	<p><b>Potterspurty Preschool (PP) – Use of Designated Area in Mill Pond Meadow:</b>  PP having provided bank details, the agreed grant of £160 (Minute 6796(v) – 08/10/25) was approved – see Minute 6908(vi) TR 765.  <b>It was resolved to approve the Risk Assessment provided by PP for use of MPM.</b>  <b>It was resolved to approve and co-sign the Agreement For Use of Mill Pond Meadow provided by PP.</b></p>	JS JS																																																																																
6911 (i)	<p><b>CONSULTATIONS:</b>  <b>West Northamptonshire Local Plan 2043:</b>  <b>Regulation 18 – Draft Consultation 29/01/2026 to 27/03/2026.</b>  The Parish Council response was submitted to WNC on 24/03/2026. Copy on PC website with 11/03/2026 PC meeting papers.</p>																																																																																	
6912 (i)	<p><b>ANNUAL PARISH REPORTS 2025-2026:</b>  Parish Council Chairman's Report.</p>																																																																																	
(ii)	<p>Parish Council Finance Report – Clerk.</p>																																																																																	
(iii)	<p>Potterspurty Sports &amp; Social Club Report.  Copies of the reports can be found on the PC website.</p>	JS																																																																																

6913	<b>CORRESPONDENCE:</b> <b>Email 31/03/26:</b> Deanshanger PC cc'd PPC in their correspondence with Cllr Dabbs regarding their White Ribbon pledge and recent social media posts attributed to him. <i><b>It was resolved to reply to DPC that having considered the matter, PPC have nothing further to add.</b></i>	JS
6914	Meeting closed at 9:10pm	
6915	Next Parish Council Meetings: Wednesday 13 May 2026 – Village Hall Annual Meeting of the Parish Council – 7:00pm Parish Council Meeting – 7:45pm	
JES 13/04/2026		

Signed \_\_\_\_\_ Date \_\_\_\_\_