



# CLIPSTON PARISH COUNCIL

c/o 20 Styles Place, Yelvertoft, Northamptonshire, NN6 6LR

Email: [clerk@clipstonparishcouncil.org](mailto:clerk@clipstonparishcouncil.org)

Website: <http://www.clipstonparishcouncil.org.uk>

## Minutes of the Ordinary Parish Council meeting

Wednesday 4<sup>th</sup> June 2025 at 1930 hrs in Clipston Village Hall.

Attendees: Chairman Councillor May; Councillors Fellows, Wilford, Price and Alderson-Smith

Clerk: Mrs CE Valentine

1 Member of public

494/25	<b>TO RECEIVE APOLOGIES OF ABSENCE</b> Apologies of absence received and approved for Councillor Warren (personal)
495/25	<b>TO FILL BY CO-OPTION THE VACANCIES DUE TO INSUFFICIENT CANDIDATES STANDING FOR ELECTION</b> The Parish Council has two vacant seats. Section 21 of the Representation of the People Act 1985 applies. No applications – the Council welcome applicants.
496/25	<b>TO CONFIRM ANY DECLARATIONS OF INTEREST ON THE AGENDA</b> 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. No declarations.
497/25	<b>TO REVIEW AND CONFIRM COUNCILLORS' ROLES AND RESPONSIBILITIES</b> A list was drafted and reviewed. It was Resolved to approve the list as included in the minutes.
498/25	<b>PUBLIC PARTICIPATION</b>
	Members of the public are invited to address the council. Members of the public should address their representations through the Chairman. Maximum permitted time 3 mins per person, with a maximum of 30 mins public participation at the Chairman's discretion. A member of public queried the time allowed for public participation. This is Standing Orders (Rules of the Council. Time can be amended for a member of public at the discretion of the Chairman) and above is general text. The Chairman is considering softening the wording.
499/25	<b>UPDATE FROM UNITARY WARD COUNCILLOR</b>
	To receive updates from the Unitary Councillor for the Ward – None
500/25	<b>APPROVAL OF MINUTES</b>
	It was <b>RESOLVED</b> to approve the Minutes of the Annual Parish Council meeting on Wednesday 7 <sup>th</sup> May 2025 as a correct record.
501/25	<b>PLANNING</b> a) To receive any applications for consideration not otherwise on the agenda. WNC contacted the PC regarding tree work to Clipston Primary School and the PC has no issue with the necessary work to the trees.  To search, comment and view decisions: <b><u>AWAITING DECISION -noted</u></b> <a href="#">2025/1471/FULL</a> Five Oaks Naseby Road Clipston LE16 9RZ Installation of timber garden shed 14/04/2025 Pending <a href="https://www.westnorthants.gov.uk/planning-and-building-control/view-and-comment-planning-application">https://www.westnorthants.gov.uk/planning-and-building-control/view-and-comment-planning-application</a>  b) To note: Online <b>Local Plan Briefing with WNC - Part II</b> is to be held on 5 <sup>th</sup> June 2025 between 1000-1100. Organised by NCLAC with WNC's Planning Policy Team and the Head of Development Management. Up to 3 delegates per Council. Cllr Price is to attend and report back at the July meeting.
502/25	<b>NEW MATTERS ON THE AGENDA AND OUTSTANDING FROM THE MEETING OF THE 7<sup>th</sup> May 2025.</b>
	a) Replacement globe for the war memorial update. Chairman looking at 3D printing. The Chairman brought in a 3D printed prototype of the globe and is continuing with the project to make a similar replacement globe. Thanks to the Chairman for working on this.



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	<p>b) To discuss previous incidents of mud and slurry overflow along Pegs Lane/Gold Street and concern of reoccurrences. West Northants Council are aware of the issue – Highways and the Environmental Health Department. It was <b>RESOLVED</b> to seek advice of the Environment Agency to reduce the risk of future reoccurrence of the discharge of slurry and mud. Clerk to contact E.A.</p> <p>c) Land registration of the Pound and the Village Green. Updates from the Solicitor Wartnaby Hefford. Councillor Price confirmed The Greens are now registered and plan is correct, The Pound is still outstanding.</p> <p>d) Local Flood Management Plan – No further news. Councillor Price advised the review is now 18 months overdue. The last contact the Environment Agency request photos when the area floods to help their research. Clerk to follow up.</p>																								
503/25	<p><b>SPEED LIMIT REDUCTION – Traffic Management and the Longhold Road Crossroads.</b></p> <ul style="list-style-type: none"> <li>For update and decision following discussion with WNC Highways Community Liaison Officer: PC to ask WNC to take forward a road safety improvement request to speed panel, or the PC engage a consultant to produce a traffic management plan in the region of £1500.00 to submit to WNC/speed panel. Both with the aim to improve the road safety at the crossroads/Longhold Road junction. (Cllr Warren). The Chairman reported that Councillor Warren has contacted WNC Highways who agreed that external advice would be a good idea. It was <b>RESOLVED</b> to approve the appointment of the Traffic Management Consultant: SJT Consultancy for £1500.00 to produce a report and take up the issue with WNC on behalf of the PC with Highways to improve road safety by the crossroads.</li> </ul>																								
504/25	<p><b>STREET LIGHTING</b></p> <p>To discuss project to upgrade existing sodium street lighting to LED to save costs and improve energy efficiency. To agree to seek quotes and look at a range of design/types as the best value for money. (Cllr Alderson-Smith) Copy budget for circulation at meeting. Councillor Alderson-Smith visited Sibbertoft Parish Council's Street lighting meeting. They have sought five quotes and believe they will save 60% in street lighting energy and reduce overall street lighting costs, Councillor Alderson-Smith has a map and listed the streetlights for the village. he believes that around ¼ of the lights are LED the rest sodium. There is still the option to replace the lights as they fail. It was proposed to see out competitive quotes as a tender to establish the cost to switch to LED. It was <b>RESOLVED</b> for Councillor Alderson-Smith to obtain quotes. It was also agreed to understand if the streetlights are in the best positions and to review the numbers required. Clerk to share supplier contacts. Budget circulated and reviewed.</p>																								
505/25	<p><b>VILLAGE MAINTENANCE</b></p> <p>Current FixMyStreet reports Clipston: Noted</p> <table border="1" data-bbox="244 1512 1449 1933"> <thead> <tr> <th>Date</th> <th>REF</th> <th>Issue</th> <th>Status/Action</th> </tr> </thead> <tbody> <tr> <td>Apr 25</td> <td>7487545</td> <td>Drains on Kelmarsh Road, Clipston</td> <td>Blocked cleaning request made by member of public. Drains on Kelmarsh Road. 21.05.25 Defect found in progress</td> </tr> <tr> <td>Apr 25</td> <td>7399378</td> <td>Bridge sleeper plank very rotten</td> <td>Rights of Way Officer inspected following member of public report. Works ticket raised for replacement plank.29.05.25 no change</td> </tr> <tr> <td>Sept 24</td> <td>6514050</td> <td>The road off Kelmarsh Road and up to Weskers Close</td> <td>Pavement disintegrating. Works scheduled for April 2025. Clerk to chase</td> </tr> <tr> <td>Nov 24</td> <td>6795821</td> <td>Collapsed bridge brick wall</td> <td>Inspected and closed until bridge team have completed repair works – on going awaiting repair Clerk awaiting update will progress</td> </tr> <tr> <td>Oct 24</td> <td>6798071</td> <td>Potholes appeared Station Road</td> <td>Marked for repair but work not carried out and marks have faded. Closed 17.01.25. Reported as not fixed Feb 25. Scheduled for June 2025 repairs.</td> </tr> </tbody> </table> <p>To report road or street problems contact <a href="http://northamptonshire.gov.uk">FixMyStreet (northamptonshire.gov.uk)</a></p> <p>Road markings faded - add stop signs at the crossroads on fixmystreet.</p>	Date	REF	Issue	Status/Action	Apr 25	7487545	Drains on Kelmarsh Road, Clipston	Blocked cleaning request made by member of public. Drains on Kelmarsh Road. 21.05.25 Defect found in progress	Apr 25	7399378	Bridge sleeper plank very rotten	Rights of Way Officer inspected following member of public report. Works ticket raised for replacement plank.29.05.25 no change	Sept 24	6514050	The road off Kelmarsh Road and up to Weskers Close	Pavement disintegrating. Works scheduled for April 2025. Clerk to chase	Nov 24	6795821	Collapsed bridge brick wall	Inspected and closed until bridge team have completed repair works – on going awaiting repair Clerk awaiting update will progress	Oct 24	6798071	Potholes appeared Station Road	Marked for repair but work not carried out and marks have faded. Closed 17.01.25. Reported as not fixed Feb 25. Scheduled for June 2025 repairs.
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506/25	<b>FINANCE AND POLICIES</b> – It was <b>RESOLVED</b> to approve the following: <ol style="list-style-type: none"> <li>Unity Trust Bank Balance on 30.05.25 £33,185.11</li> <li>Most recent HSBC paper statements for accounts: 01.05.25 £7,073.62. It was <b>RESOLVED</b> to update the signatories for HSBC Chairman Ian May, Councillor Price as signatories and Clerk to access the bank. Mandate forms completed.</li> <li>It was <b>RESOLVED</b> to approve the Bank Reconciliation Statement for May 2025.</li> <li>It was noted the credit note Yu Energy £19.88 02.05.25 ( payment taken twice)</li> </ol>		
b)	It was <b>RESOLVED</b> to approve the following payments for June 2025		
c)	<b>PC Expenditure May 2024</b>	£	
	Clerk salary May 2025	401.80	LGA 1972, s112
	HMRC PAYE	103.73	LGA 1972, s112
	Yu Energy May 2025 Street Lighting	19.88	Highways Act 1980 s301
	Yu Energy May 2025 Street Lighting	401.44	Highways Act 1980 s301
	E.ON Energy Solutions Ltd inv. 6018800813 replaced photocell	42.00	Highways Act 1980 s301
	I May reimbursement Turnberry bench	349.00	Local Government Act 1972 s15 (5) & Open Spaces Act 1906
	Parish Online inv 34UC0180008 website hosting	378.00	Local Government Act 1972 s142
	Wartnaby Hefford 9016 registering The village green land registry	607.20	Public Health Act 1875, s.164
	Wartnaby Hefford 7408 registration fee The village green	30.00	Public Health Act 1875, s.164
	Cloudy IT 365 Office subscription	138.24	Local Government Act 1972 s142
	Zurich Insurance Annual Parish Council Insurance	459.00	Local Government Act 1972 s111
	Total	£2,930.29	
507/25	<b>AUDIT 2024 -2025</b> <ul style="list-style-type: none"> <li>Annual Internal Audit Report –It was <b>RESOLVED</b> to approve the report from the Internal Auditor</li> <li>It was <b>RESOLVED</b> to approve the Section 1 Annual Governance Statement and it was completed and signed.</li> <li>It was <b>RESOLVED</b> to approve the Section 2 Annual Accounting Statement which was signed.</li> <li>It was <b>RESOLVED</b> to the notice period for the exercise Public Rights as Monday 9 June – Friday 18 July 2025.</li> </ul>		
508/25	<b>IT Website and email</b> Website and email update The Chairman is to contact Parish Online for a solution for Councillors and Clerk to access the email via outlook. They have advised it is not supported, and we need to use their webmail application, however we need outlook including the Clerk. If Parish online are unable to support this new.gov.uk email via outlook Clerk is authorised to look at quotes to switch to a different provider to meet Parish Council regulations on email requirements.		
509/025	<b>CORRESPONDENCE - noted</b> Open consultations can be found via link: <a href="https://westnorthants.citizenspace.com/">https://westnorthants.citizenspace.com/</a> <ul style="list-style-type: none"> <li>Stuart Andrew MP Advice &amp; Information Fayre – Supporting Residents Aged 55+ Friday 6 June 2025, 10.00am – 1.00pm Location: Southbrook Community Centre, Daventry, NN11 4JS</li> </ul>		
510 /25	<b>ANY OTHER BUSINESS</b> (for discussion only no items can become decisions) Car break-in Gold street – reported to PSCO – increased Police presence. Stop signs – faded at crossroads Fly tipping noted – reported dumped asbestos		
			Meeting Closed at 20.36 Hrs
	Next Meeting Wednesday 2 <sup>nd</sup> July 2025.		



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<b>CHAIRMAN</b>	<b>IAN MAY</b> IT, Website, Staffing and Signatory
<b>VICE-CHAIRMAN</b>	<b>PETER WARREN</b> Signatory, Newsletter, Highways Project
<b>COUNCILLOR</b>	<b>AMANDA WILFORD</b> Finances/Policies and Procedures
<b>COUNCILLOR</b>	<b>ANGELA FELLOWS</b> Village Maintenance
<b>COUNCILLOR</b>	<b>TOBY ALDERSON-SMITH</b> IT, Website and Street Lighting Project, Signatory.
<b>COUNCILLOR</b>	<b>ANTHONY PRICE</b> Planning Matters and a Signatory
<b>COUNCILLOR</b>	<b>VACANCY – CONTACT TO JOIN!</b>
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<b>CLERK AND RESPONSIBLE FINANCIAL OFFICER</b>	<b>CLARE VALENTINE</b>

<b>UNITARY COUNCILLOR RURAL NORTH EAST WARD</b>	<b>CECILE IRVING-SWIFT</b> <a href="mailto:cecile.iring-swift@westnorthants.gov.uk">cecile.iring-swift@westnorthants.gov.uk</a>
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<b>MEMBER OF PARLIAMENT FOR THE DAVENTRY CONSTITUENCY</b>	<b>THE RT. HON. STUART ANDREW MP</b> <a href="mailto:stuart.andrew.mp@parliament.uk">stuart.andrew.mp@parliament.uk</a>
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