



# 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

Held on Wednesday 3<sup>rd</sup> September 2025 at 1930 hrs in Clipston Village Hall.

Attendees: Chairman I May, Councillors Warren, Fellows, Price, Wilford and Alderson-Smith.

Clerk: Mrs C E Valentine

1 member of public and Ward Councillor Cecile Irving-Swift

527/25	<b>TO RECEIVE APOLOGIES OF ABSENCE</b> Apologies received and approved for Cllr Price (personal)															
528/25	<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. To consider applications for new members and co-opt. No applications. The Parish Council welcomes members of public to apply.															
529/25	<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. None															
530/25	<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. No comment															
531/25	<b>UPDATE FROM UNITARY WARD COUNCILLOR</b> To receive updates from the Unitary Councillor for the Ward Ward Cllr Cecile Irving-Swift provided a brief update on the updates at West Northants Council. They are waiting on finance information as there has been little development over the summer. As the local plan is still being worked on and the housing allocation increase of 10k is required on top of the existing figure, it may be that any villages with no recent growth are encouraged to come forward with housing allocation offers rather than WNC looking at creating new towns. The Shambala Festival should have the results next month on how much money was raised for the villages. There is a consultation out from WNC on planning.															
532/25	<b>APPROVAL OF MINUTES</b> It was <b>RESOLVED</b> to approve the Minutes of the Ordinary Parish Council meeting on Wednesday 2 <sup>nd</sup> July 2025 as a correct record.															
533/25	<b>PLANNING</b> To receive any applications for consideration not otherwise on the agenda. The PC are in support of urgent works to be carried out to tree branches Hawthorn House as notified by WNC Natural Environment Office – Planning. No TPO application due to nature of works (H&S). <b>b) NEW</b> <table border="1"> <thead> <tr> <th><u>Reference No.▶</u></th> <th><u>Location▶</u></th> <th><u>Proposal / Description▶</u></th> <th><u>Valid Date▲</u></th> <th><u>Decision▶</u></th> </tr> </thead> <tbody> <tr> <td><u>2025/3316/FULL</u></td> <td>39 Kelmarsh Road Clipston LE16 9RX</td> <td>Proposed first floor side and rear extension</td> <td>19/08/2025</td> <td>Pending COMMENTS 11.09.25</td> </tr> <tr> <td><u>2025/3257/TCA</u></td> <td>Avenue House 25 Kelmarsh Road Clipston LE16 9RX</td> <td>Photo 1 - Plan B no.1,2, 3 &amp; 4- reduce four trees in height by pruning to reduce the proximity to neighbouring property. Photo 2 Tree no9 remove as</td> <td>12/08/2025</td> <td>Pending COMMENTS 04.09.25</td> </tr> </tbody> </table>	<u>Reference No.▶</u>	<u>Location▶</u>	<u>Proposal / Description▶</u>	<u>Valid Date▲</u>	<u>Decision▶</u>	<u>2025/3316/FULL</u>	39 Kelmarsh Road Clipston LE16 9RX	Proposed first floor side and rear extension	19/08/2025	Pending COMMENTS 11.09.25	<u>2025/3257/TCA</u>	Avenue House 25 Kelmarsh Road Clipston LE16 9RX	Photo 1 - Plan B no.1,2, 3 & 4- reduce four trees in height by pruning to reduce the proximity to neighbouring property. Photo 2 Tree no9 remove as	12/08/2025	Pending COMMENTS 04.09.25
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			dead. Photo 3 Plan B no.5 & 6 reduce two trees by 5ft and remove encroaching branches. Photo 4 Plan B no. 7 & 8 Trim and prune to a consistent height.		
<u>2025/3156/FULL</u>	Hopthorns 28 Harborough Road Clipston LE16 9RT	Erection of a two-storey part single storey rear extension. Replacement of existing roof tiles with reclaimed red clay tiles.	06/08/2025	Pending	COMMENTS 08.09.25
<p>It was <b>RESOLVED</b> 2025/3316/FULL No comment.          It was <b>RESOLVED</b> 2025/3257/TCA No comment.          It was <b>RESOLVED</b> 2025/3156/FULL No comment.</p>					
<b>c) DECISION - Noted</b>					
2025/2814/OAC	Land at Wormslade Farm, Clipston Road, Market Harborough, LE16 9RP	WNC/25/00010/WASVOC - Variation of condition 2 (Revised Approved Plans/Drawings) of planning permission ref. WNC/23/00043/WASVOC as amended by Non-Material Amendment ref. WNC/25/00006/WASNMA	04/07/2025	25/07/2025	No Observations
2025/2083/FULL	The White House 17 Kelmarsh Road Clipston LE16 9RX	Detached garage	21/05/2025	25/07/2025	Approval
<p>To search, comment and view decisions: <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></p>					
<b>534/25</b>	<b>NEW MATTERS ON THE AGENDA AND OUTSTANDING FROM THE MEETING OF THE 2<sup>nd</sup> July 2025.</b>				
	<ol style="list-style-type: none"> <li>To discuss increasing problem with dog waste - Haddon Fields. The dog waste matter was discussed and there is a general problem in the field but it has also increased around the village. Cllr Alderson-Smith advised that the matter would be raised at the Haddon Fields AGM on 11<sup>th</sup> September. A general notice would be sent out on social media as a reminder to pick up dog waste.</li> <li>Complaint received regarding Shambala Festival music volume on 21<sup>st</sup> August (Thursday) late at night on a weekday. It was <b>RESOLVED</b> to contact the event organisers about the 4am Thursday morning noise, but there was no litter and parking appeared to have improved. The noise may appear louder depending on the direction if the wind. It was noted that the event is raising funds for the village and only an annual event.</li> <li>To receive an update on the replacement globe design for the war memorial update. The Chairman updated the Council with the work on AI for the design of the replacement globe. This is a project to reproduce a replacement globe for the light on The Green. The existing glass globe is an unusual size and shape no longer readily available to purchase looks like a flame/torch. The Chairman is looking at a prototype design using 3D print maybe in a ribbon shape.</li> <li>Land registration of the Pound -Updates from the Solicitor Wartnaby Hefford. Consider any decisions on legal updates and spend. The Solicitor has been in touch and requires more information for Land Registry as the purpose of the Parish Council registering The Pound.</li> </ol>				



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535/25	<b>VILLAGE MAINTENANCE</b>		
	Current FixMyStreet reports Clipston: Noted		
	<b>Date</b>	<b>REF</b>	<b>Issue</b>
	June 25	7667179	Blocked drains
	June 25	7695140	5 potholes
	Apr 25	7399378	Bridge sleeper plank very rotten
	Nov 24	6795821	Collapsed bridge brick wall
Oct 24	6798071	Potholes appeared Station Road	
<p>Inspected and closed until bridge team have completed repair works – on going awaiting repair WEST NORTHAMPTONSHIRE COUNCIL (PUBLIC FOOTPATH CH23 - CLIPSTON) (TEMPORARY CLOSURE) ORDER 2024 issued 19.06.25. 24 mths repair ticket Noted as the wall/bridge has been removed</p> <p>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. – Chased WNC – advised completed</p> <p>To report road or street problems contact <a href="http://northamptonshire.gov.uk">FixMyStreet (northamptonshire.gov.uk)</a> Thank you to residents for assisting with the reporting of Highway matters.</p>			
536/25	<b>BUDGET AND EXPENDITURE REVIEW</b>		
To review and agree report on current financial position 25/26. A brief explanation was provided by The Clerk. A more detailed report for October.			
537/25	<b>SPEED LIMIT REDUCTION – Traffic Management and the Longhold Road Crossroads.</b>		
<ol style="list-style-type: none"> <li>1. SJC Consultancy update (Cllr Warren) &amp; request for information. Cllr Warren updated the PC. The Clerk has also spoken to the Consultant. The Consultant would like any history on the issues at the crossroads and dialogue with Highways so they can build a picture of the problem. A member of public is very kindly looking to see if there are historic notes to help. It is noted there has been two fatalities previously. Cllr Wilford explained that more recently there has been 5/6 incidents of vehicles going straight into the field and the spinney was only about a month ago. There is also a concern about sheep being moved across this road by farmers. A hedge was removed in the past to improve the view one side but as vehicles have ploughed into the fences, all fences on four sides of the junction appear to need repair. They are believed to be owned by West Northamptonshire Council. Clerk to also look for history and Cllr Warren to go back to the Consultant with this information discussed and stress the urgency for some feedback and meeting, or attendance at the parish council meeting.</li> <li>2. Independent Road Safety Audit (RSA) on the junction – Noted the consultant needs to do this to obtain data.</li> </ol>			
538/25	<b>STREET LIGHTING</b>		
<ol style="list-style-type: none"> <li>1. To discuss new street lighting project – consider switching remaining lights to LED to save costs and energy. To note Councillor Alderson-Smith has contacted suppliers and is seeking quotes. Cllr Alderson-Smith has carried put a lot of work on the street lighting and has obtained two quotes, both with a difference in price. A third quote is to be obtained.</li> <li>2. To consider quotes and decision on expenditure to upgrade to LED. PC to await third quote.</li> <li>3. To note issue with streetlight no. 14 Weskers Close reported for attention. Noted. (BT Openreach contacted DP15 telegraph pole – metal guard adrift) AFTPD2800288514.</li> <li>4. Yu energy have advised that changes being made by the electricity industry mean the current Unmetered Supplies Operator and unmetered supply customers will now only have a Single MPAN. Clipston's three MPANS will merge to one MPAN and bill as of 01.09.25. Noted.</li> </ol>			



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539/25 a)	<b>FINANCE AND POLICIES</b> – It was <b>RESOLVED</b> to approve the following: <ol style="list-style-type: none"> <li>1. Unity Trust Bank Balance on 29.08.25 £23,625.29</li> <li>2. It was noted the 2<sup>nd</sup> half precept due end of September 2025.</li> <li>3. It was noted Clerk is progressing the application to open a savings account but no action from the bank yet. Contacted Unity who advised a new application is required.</li> <li>4. Most recent HSBC paper statements for accounts: 1<sup>ST</sup> August £7,063.62 – to consider moving funds to PC Unity account. It was <b>RESOLVED</b> to move £7053.62 to Clipston Parish Council Unity Trust bank. HSBC mandates should have been actioned, but no one has been contacted. Awaiting statement.</li> <li>5. Internal control and Bank Reconciliation as of August 2025 for approval. Above noted for action September.</li> </ol>		
b)	It was <b>RESOLVED</b> to approve the following payments for September 2025		
c)	<b>PC Expenditure August 2025</b> Clerk salary August 2025 HMRC PAYE Yu Energy Sept 2025 Street Lighting Yu Energy Sept 2025 Street Lighting	£ - - 18.52 364.80	 LGA 1972, s112 LGA 1972, s112 Highways Act 1980 s301 Highways Act 1980 s301
540/25	<b>IT Website and email</b> <ol style="list-style-type: none"> <li>1. Update to Cloudy IT's Support Agreement for decision on spend. They are the current providers of the clerk's email (.org) and office 365, having supplied the laptop. It was <b>RESOLVED</b> to not renew Cloudy IT and not use the Helpdesk where possible until such time the contract expires due to their high charges. Note to give notice of termination three months in advance which will now be next year.</li> <li>2. Website and email update. Switching to the .gov.uk. ( managed by Parish Online) Chairman to circulate instructions and guide to set up on Outlook so that the emails can be used.</li> </ol>		
541/25	<b>Correspondence - Noted</b> Open consultations can be found via link: <a href="https://westnorthants.citizenspace.com/">https://westnorthants.citizenspace.com/</a> <b>West Northants Consultation Hub</b> <ul style="list-style-type: none"> <li>• <b>Emergencies: How prepared are you?</b> September is Preparedness Month and as part of the national #30Days30WaysUK campaign to find out how prepared people are for emergencies that may happen. <a href="https://westnorthants.citizenspace.com/emergency-planning/how-prepared-are-you-2025/">https://westnorthants.citizenspace.com/emergency-planning/how-prepared-are-you-2025/</a></li> <li>• <b>Have you used a bus in West Northamptonshire in the last month?</b> Anyone who has used a bus within West Northants in the past four weeks is invited to give feedback on the journey that they took by completing the online survey <a href="https://westnorthants.citizenspace.com/place/have-you-used-a-bus-in-west-northamptonshire-in-th/">https://westnorthants.citizenspace.com/place/have-you-used-a-bus-in-west-northamptonshire-in-th/</a></li> <li>• <b>West Northants Council will be holding an extraordinary meeting to debate asylum accommodation issues.</b> They will debate the current use of three hotels in West Northamptonshire as asylum accommodation. Northampton's Guildhall on Tuesday, 16 September at 5pm.</li> <li>• Council member or volunteer is needed to represent Clipston for the <b>Northants CALC Climate and Nature Champion (CAN Champion) Scheme</b>. Deadline 3<sup>rd</sup> October to register. Online welcome event for all CAN Champions online at 1900 - 2100 on Wednesday 19 November 2025.</li> <li>• <b>Biodiversity Grant Scheme – open for Parish council to apply deadline 30<sup>th</sup> September 2025.</b> Clipston PC is invited to apply for a share of £10,000 for an environmental project that supports biodiversity. WNC has £10,000 from its UK Shared Prosperity Fund (UKSPF) monies that it would like to use to support four or more smaller parish councils in West Northamptonshire in their environmental projects. Each council can apply for up to £2,500.</li> <li>• <a href="https://www.stuartandrew.org.uk/best-pub-2025-competition">Best Pub 2025 Competition   Stuart Andrew</a> vote by 15<sup>th</sup> September 2025 <a href="https://www.stuartandrew.org.uk/best-pub-2025-competition">https://www.stuartandrew.org.uk/best-pub-2025-competition</a></li> </ul>		



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542/25	<p><b>ANY OTHER BUSINESS</b> (for discussion only no items can become decisions) Next Meeting Wednesday 1<sup>st</sup> October 2025.</p> <p>Remembrance Sunday Wreath Village Asset physical check Village signs</p>
543/25	<p><b>CLOSED MEETING TO DISCUSS CONTRACTS AND STAFFING</b> It was <b>RESOLVED</b> to approve the public and press to be excluded from the meeting in accordance with the Public Bodies (Admission to meetings Act 1960) in view of the nature of business to be transacted.</p>
544/25	<p><b>Staffing matters</b></p> <ul style="list-style-type: none"> <li>The national local government employer bodies and the local government unions have agreed the pay agreement for 2025. Approved.</li> </ul>

## AUGUST 2025 PAYMENTS – noted as approved.

Payee		Amount	
Clare Valentine	Clerks Salary	401.60	BACS
HMRC	01/08/2025 no payment required		BACS
Protheroes	Fuel FC4252115	£52.48	BACS
Clipston Village Hall	Feb - Jul hall booking INV24	£144.00	BACS
DM Payroll Services Ltd	INV-4479 April - Sept payroll	£72.00	BACS
Yu Energy	Street lighting July 25	£18.52	DD
Yu Energy	Street lighting July 25	£364.80	DD
Yu Energy	Street lighting August 25	£18.01	DD
Yu Energy	Street lighting August 25	£355.00	DD
Unity Trust Bank	Service charge	£6.00	