



# 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 ANNUAL PARISH COUNCIL MEETING

Held on Wednesday 6th May 2026 at 1930 hrs in Clipston Village Hall.

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

Clerk: Mrs C E Valentine.

1 member of public.

634/26	<b>ELECTION OF CHAIRMAN</b> It was <b>RESOLVED</b> to elect Ian May as Chairman.
635/26	<b>TO RECEIVE AND SIGN THE DECLARATION FOR ACCEPTANCE OF OFFICE OF CHAIRMAN</b> – Duly signed by I May.
636/26	<b>TO RECEIVE APOLOGIES OF ABSENCE</b> It was <b>RESOLVED</b> to approve apologies of absence from Cllr Price (personal).
637/26	<b>ELECTION OF VICE-CHAIRMAN</b> - It was <b>RESOLVED</b> to elect Cllr Peter Warren as Vice Chairman
638/26	<p><b>1. TO RECEIVE AND COMPLETE THE REGISTER OF INTERESTS</b> Cllr Bookers received. Awaiting Chairman's.</p> <p><b>2. TO CONFIRM ANY DECLARATIONS OF INTEREST ON THE AGENDA</b> - None</p> <p>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.</p>
640/26	It was <b>RESOLVED</b> to <b>APPROVE AND ADOPT THE GDPR POLICY AND COMPLETE GDPR POLICY COMPLIANCE FORMS</b>
641/26	It was <b>RESOLVED</b> to <b>ADOPT THE CODE OF CONDUCT</b>
642/26	It was <b>RESOLVED</b> to <b>REVIEW AND ADOPT THE STANDING ORDERS</b>
643/26	It was <b>RESOLVED</b> to <b>CONFIRM PLACE, TIME, AND FREQUENCY OF MEETINGS AS PER THE STANDING ORDERS (5)</b> First Wednesday of each month at 7.30 pm The Village Hall except August and January.
644/26	It was <b>RESOLVED</b> to <b>REVIEW AND ADOPT THE FINANCIAL REGULATIONS</b>
645/26	It was <b>RESOLVED</b> to <b>CONFIRM THE INTERNAL CONTROL FOR AUDIT AND ACCOUNTABILITY</b> – Cllr Wilford
646/26	<b>TO CONFIRM BANKING SIGNATORIES, BANKING ADMIN AND AUTHORISING ONLINE BANKING PAYMENTS AND DIRECT DEBITS</b> It was <b>RESOLVED</b> to approve Chairman Ian May, Councillors P Warren and t Alderson-Smith as Signatories. Clerk Admin for Unity Trust Bank.
647/26	It was <b>RESOLVED</b> to <b>REVIEW AND RE-ADOPT PARISH COUNCIL GENERAL RISK ASSESSMENT</b>
648/26	It was <b>RESOLVED</b> to <b>REVIEW AND ADOPT THE ASSET REGISTER</b>
649/26	It was <b>RESOLVED</b> to <b>APPROVE THE ANNUAL PARISH COUNCIL INSURANCE AND FIDELITY GUARANTEE DUE FOR RENEWAL 1<sup>st</sup> JUNE 2026</b> . It was <b>RESOLVED</b> to <b>CONFIRM THE AGRICULTURAL VEHICLE INSURANCE</b> is in place. Zurich Insurance was approved for £500.00 parish Council insurance.
650/26	It was <b>RESOLVED</b> to <b>REVIEW AND RECONFIRM COUNCILLORS' ROLES AND RESPONSIBILITIES</b>
651/26	It was <b>RESOLVED</b> to <b>APPROVE THE APPOINTMENT OF NCALC AS DATA PROTECTION OFFICER &amp; INTERNAL AUDITOR</b>
652/26	It was <b>RESOLVED</b> to <b>READOPT COUNCIL POLICIES AND PROCEDURES – INCLUDING THE NEW BIODIVERSITY POLICY</b>
653/26	<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 30mins at the Chairman's discretion. None



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<b>654/26</b>	<b>UPDATE FROM UNITARY COUNCILLORS</b>								
	To receive updates from Unitary Councillors – Apologies received from Ward Councillor Irving-Swift								
<b>656/26</b>	<b>APPROVAL OF MINUTES</b>								
	It was <b>RESOLVED</b> to approve the Minutes of the Ordinary Parish Council meeting on Wednesday 1 <sup>st</sup> April 2026 as a correct record.								
<b>657/26</b>	<p><b>PLANNING</b></p> <p>a) To receive any applications for consideration not otherwise on the agenda. None</p> <p>To search, comment and view decisions:</p> <p>i. <b>NEW applications Please see table end of agenda for planning register Clipston</b>  <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>          2026/1269/FULL Ashfields Naseby Road Clipston LE16 9RZ. Single storey front extension. No objections.</p>								
<b>658/26</b>	<b>SPEED LIMIT REDUCTION - CROSSROADS</b>								
	The Parish Council met with Simon from SJT Consultancy to discuss concerns about safety at the crossroads. We are awaiting a response from Highways on the improvement requests. Simon will also obtain a cost for an independent review, as the Police will not repeat their survey despite concerns about where it was carried out. Clipston’s VAS data will be provided to support the case, and other options for improving the crossroads are being explored, guided by the evidence available.								
<b>659/26</b>	<b>MATTERS ARISING AND OUTSTANDING FROM THE MEETING OF THE 1<sup>ST</sup> OF APRIL 2026</b>								
	<ol style="list-style-type: none"> <li>Clipston in Bloom project –update from the working group and request for sponsorship for planters. Awaiting a response from VIDA who have been contacted. The local pub appear to be holding beer festival, and it will be on the same day as Clipston in Bloom to merge the events. Planters and plants to be purchased. Still need to arrange future upkeep and watering of the planters.</li> <li>Police Liaison Representative – Update from AW - Police Crime Prevention Box delivered and Cllr Wilkinson to co-ordinate leaflet distribution to residents who are interested.</li> <li>Cob wall adjacent to the village hall carpark. WNC planning are investigating the cob wall. Noted – await planning.</li> <li>Phone box restoration project update. Phone box has been completed and PC pleased with the repainting. The “Telephone” lettering appears to need changing as it looks faded now the kiosk is painted. Clerk to seek quote for lettering and old phone – i.e. As a KS2 listed locked display Kiosk for preservation &amp; history. Ideas still needed for other uses. Cllr Alderson-Smith suggested poems. Noted to ask the Clipston in Bloom coffee morning 8<sup>th</sup> August for uses.</li> <li>Clipston Courier deadline – noted</li> <li>Street lighting project – updates for decision including spend. Clerk to send PO over to Cllr Alderson-Smith to recheck. Order will then be sent 6-8wks wait. Previously approved with Midland Supply lighting (MSL)</li> <li>Dog fouling spring offer Keep Britain Tidy Spring 2026 campaign £150.00 plus VAT stickers/posters for village. – Too expensive.</li> <li>Overgrown hedge covering footpath near to the green. – add to fix my street</li> </ol>								
<b>660/26</b>	<b>VILLAGE MAINTENANCE</b>								
	Current FixMyStreet reports Clipston: The following were discussed: It was noted that signage for road works is still in/around village and needs collecting. Drains blocked not fixed and Longhold road re reported for faded signage and potholes.								
	<table border="1"> <thead> <tr> <th>Date</th> <th>Ref</th> <th>Issue</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>April 26</td> <td>9343716</td> <td>Potholes/ruts -strip of tarmac sinking from recent work</td> <td>24.04.26 priority 4 repair 26 weeks</td> </tr> </tbody> </table>	Date	Ref	Issue	Status	April 26	9343716	Potholes/ruts -strip of tarmac sinking from recent work	24.04.26 priority 4 repair 26 weeks
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		Harborough Rd leading towards the green/centre village	
<b>Feb 26</b>	8931785	Road breaking up near Gravel Pit Farm	Investigating at 16.02.26
<b>Feb 26</b>	8935142	Blocked drain Naseby Road	16.02.26 investigating – no change gully blocked – not resolved Still <b>issue</b>
<b>Feb 26</b>	8822955	Two temp road closure signs and frames left outside Clipston church	16.02.26 – no action not resolved chase.
<b>Dec 25</b>	8550269	Potholes x4 Church Lane	The expected completion date for these works will be on or before 17/6/26 -noted
<b>Nov 24</b>	6795821	Collapsed bridge wall (Footpath CH23)	Still awaiting repair (24-month closure issued) - requested update from Kier.
<b>661/26</b>	<b>FINANCE AND POLICIES</b> – To approve the following:		
<b>a)</b>	<ol style="list-style-type: none"> <li>It was <b>RESOLVED</b> to approve Unity Trust Bank Balance on 28.04.26 £27,618.27</li> <li>It was <b>RESOLVED</b> to approve year end summary 2025-2026.</li> <li>It was noted mower insurance was moved to Zurich Municipal due to age requirements for volunteer cover.</li> </ol>		
<b>b)</b>	It was <b>RESOLVED</b> to approve the following payments for May 2025		
<b>c)</b>	<b>Who</b>	<b>Amount £</b>	<b>Powers to pay</b>
	Clerk salary April 2026	*	LGA 1972, s112
	HMRC PAYE Month 12	*	LGA 1972, s112
	Yu Energy April 2026 Street Lighting	502.96	Highways Act 1980 s301
	E. On Energy Solutions Ltd inv 6018817598 quarterly maintenance	231.60	Highways Act 1980 s301
	N M Leatherland inv red phone box restoration	855.00	Public Health Act 1936, s234
	Northants CALC Ltd inv 5420 annual memberships	805.58	LGA 1972, s111
	Zurich Municipal inv 555528764 Stiga mower insurance	524.61	Open Spaces Act 1906, ss 9 and 10
	Unity Trust Bank service charge	7.00	LGA 1972, s111
	<b>Total</b>		
<b>662/26</b>	<b>CORRESPONDENCE</b>		
	Review correspondence received. Noted		
	<ul style="list-style-type: none"> <li>Invitation to Provide Feedback – West Northamptonshire Road Safety Strategy – questionnaire for Parish Council response by 13<sup>th</sup> May 2026</li> <li>WNC seeking volunteer carers - <a href="http://www.northamptonshire-carers.org/volunteering-with-us">www.northamptonshire-carers.org/volunteering-with-us</a></li> <li>West Northants Council's Crisis and Resilience Fund (CRF) has launched and will run from 1 April 2026 to 31 March 2029 <a href="http://www.westnorthants.gov.uk/food-household-and-everyday-essentials/crisis-and-resilience-fund-crf">www.westnorthants.gov.uk/food-household-and-everyday-essentials/crisis-and-resilience-fund-crf</a></li> <li>West Northants Council, along with the University of Northampton are consulting on the future of major events in the district The survey can be accessed via:<a href="https://tinyurl.com/WNCev">https://tinyurl.com/WNCev</a></li> <li>Police, Fire and Crime Commissioner newsletter - April 2026 <a href="https://northantspfcc.org.uk/newsletter-april-2026/">https://northantspfcc.org.uk/newsletter-april-2026/</a></li> </ul>		
<b>663/26</b>	<b>ANY OTHER BUSINESS</b> (for discussion only no items can become decisions)		
	Next Meeting Wednesday 3 <sup>rd</sup> June 2026. None		
	<b>Meeting Closed at 20:24 Hrs</b>		



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## 657/26 b) Planning register as of 28.04.26

<a href="#">Reference No.▶</a>	<a href="#">Location▶</a>	<a href="#">Proposal / Description▶</a>	<a href="#">Valid Date▲</a>	<a href="#">Decision Issue Date▶</a>	<a href="#">Decision▶</a>
<a href="#">2026/1364/TCA</a>	1 Kelmarsh Road Clipston LE16 9RX	To fell 1x Ash within a conservation area	30/03/2026		Pending
<a href="#">2026/1269/FULL</a>	Ashfields Naseby Road Clipston LE16 9RZ	Single storey front extension	26/03/2026		NEW Comments by 19.05.26
<a href="#">2026/0044/FULL</a>	4 Gold Street Clipston LE16 9RR	Conversion of external store to habitable accommodation, construction of glazed link and works to garden wall	18/12/2025		Pending