



UPTON

PARISH COUNCIL

NOTICE OF ORDINARY PARISH COUNCIL MEETING On: Tuesday 1st April 2025		At: St Crispin Community Centre Start time: 19:15hrs
Council Members are hereby summoned to attend a meeting of Upton Parish Council. Please inform the Clerk of your apologies if you are unable to attend.		Clerk: Emma Needham Email: clerk@upton-pc.gov.uk Signed: <i>on original</i>
Public Participation: Members of the public and press are invited to address Council on any matter relating to the business to be transacted during the public session. Up to 15 minutes will be set aside for this purpose.		
Ref No:	AGENDA:	
284/24	<u>Public Session</u> Members of the public are invited to address the meeting on agenda items.	
285/24	<u>Apologies for Absence</u> To receive and approve apologies for absence.	
286/24	<u>Declarations of Interest</u> To consider any Declarations of Disclosable Pecuniary or Other Interests (DPI). To consider any Dispensations or written requests for dispensation of DPI.	
287/24	<u>Minutes of the previous meeting</u> To RESOLVE to the Chairman approving the minutes of the Ordinary Parish Council Meeting on 4 th March 2025.	
288/24	<u>Update from Police, LAP and WNC representatives</u> To receive reports from Police, LAP and WNC representatives.	
Item No.	<u>Items from previous meetings:</u>	
289/24	<u>St Crispin and Harlestone Cricket Club (SCHCC) Lease</u> To receive an update.	
290/24	<u>Community Asset Transfers of St Crispin Community Centre and The Elgar Centre</u> To receive an update.	
291/24	<u>Transfer of amenity areas at St Crispin's by Taylor Wimpey</u> To NOTE correspondence with Taylor Wimpey regarding: a) the removal of accumulation of dog poo bags on the footpath to west of Dent Close b) the cutting back of vegetation adjacent to footpath, north of the One Stop shop.	

292/24	<u>Kent Road and Upton Parish Council Memorial Car Park</u> To receive an update.
293/24	<u>Hidden Graves Project</u> To receive an update.
294/24	<u>Play Equipment for U12s and Older Youth Provision</u> To receive a report from the working group.
295/24	<u>Business Plan</u> To receive an update.
296/24	<u>School parking and Camelot Way Double Yellow Lines</u> To receive an update.
297/24	<u>Annual Parish Meeting</u> To RESOLVE to approve the cost of refreshments, to be provided by Valentine's Bistro at a cost of £20 plus £1 per person per item, to be invoiced after the event.
298/24	<u>Vehicle Activated Signs - Speed Indicator Devices</u> To consider a proposal to take out an annual maintenance contract with Swarco. To NOTE the removal of the Coeval Vehicle Activated Sign by Balfour Beatty and to determine the appropriate steps for the council to take in order to retrieve the sign and rectify the situation.
299/24	<u>Community Litter Pick Saturday 5th and Sunday 6th April</u> To receive the Risk Assessment for the Community Litter Pick event. To RESOLVE to purchase items to support the event as follows: a) First Aid Kit £23.99 incl VAT b) 6 x 480ml Hand Sanitiser Gel £18.99 incl VAT c) 20 x 330ml bottled water £9.99 incl VAT
300/24	<u>Summer Event Working Group</u> To receive an update. To agree to express an interest in the offer from the Rugby Football Union (RFU) to bring an interactive, fun rugby activity to a community event in the parish. The deadline for a response is Friday 4th April.
301/24	<u>VE Day 80th Anniversary</u> To receive an update.
Item No.	<u>General Matters;</u>
302/24	<u>Litter Bin Proposals</u> To consider a report from Councillor Holt and Councillor Watson regarding litter bin provision and to agree next steps.

303/24	<u>Bus Shelters</u> To agree to write to West Northamptonshire Council to request improved maintenance of the bus shelters and removal of the redundant bus shelter opposite the Retirement Village.
304/24	<u>Office Stationery</u> To RESOLVE to purchase items of office stationery at a total cost of £23.98 excl VAT.
305/24	<u>Clerk's Phone</u> To consider a proposal for the Clerk's mobile phone. To RESOLVE to: a) purchase an e-SIM at an estimated cost of £8/month b) pay a contribution of £10/month towards the upgrade of the Clerk's phone to a dual SIM compatible model. This equates to 50% of the cost of the upgrade.
<u>Item No.</u>	<u>Finance</u>
306/24	<u>Income</u> To consider and note all income received in the month as set out in Appendix A.
307/24	<u>Accounts for Payment</u> To consider and RESOLVE to all payments being made, as set out in Appendix B.
308/24	<u>Finance Report 4th Quarter</u> To NOTE that the Finance Report for the 4th Quarter 2024/25 will be circulated after the meeting, due to limited time between month end cut off (31st March) and the meeting date (1st April).
309/24	<u>Bank Reconciliations 4th Quarter</u> To NOTE the monthly bank reconciliations approved by Councillor Bottwood, Internal Controller.
310/24	<u>Clerk's April Employment Costs</u> To RESOLVE to pay the Clerk's April Salary, PAYE, NI and Pension costs on 1st May as the May Council meeting does not take place until 13th May, due to elections.
<u>Item No.</u>	<u>Planning</u>
311/24	<u>Notification of Planning Applications received for comment.</u> To consider current planning applications for the Parish: a) <u>2025/0738/FULL 62 Kent Road South, Northampton, NN5 4WD</u> Change of use from dwelling [Use Class C3] to Children's Home [Use Class C2]. b) <u>2024/5662/S73 Land at Norwood Farm Sandy Lane Harpole Northampton</u> Variation of Condition 31 to remove requirements C(ii) and C(iii) relating to highway works Upton Valley Way/Nectar Way junction and M1 Junction 16 respectively - S/2016/1324/EIA
312/24	<u>Notification of Planning Applications received for comment, for which the deadline for comment has already passed.</u> To NOTE the following planning applications for the Parish, for which the deadline for comment has already passed: a) <u>2025/0707/FULL 2 Eden Way Northampton NN5 4FN</u> Proposed ground floor extension to the rear of the existing dwelling

313/24	<u>Notification of Planning Application Decisions received from the Planning Authority.</u> To NOTE decisions received from the Local Planning Authority for the following: a) <u>2025/0263/TPO Quinton House School Upton Hall Upton Lane Northampton NN5 4UX</u> Works to various trees (preservation order). Approved.
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APPENDIX A - INCOME TABLE

Date	Current Account	Amount
Mar 2025	Interest Received	£TBC

APPENDIX B - PAYMENTS TABLE

By	Payee	Description	Power	Amount
BACS	R&G Grounds	Cutting back work at Memorial Car Park	Road Traffic Regulation Act 1984 s60	£571.20
BACS	R&G Grounds	Flailing headline Buttercup Meadow south	Open Spaces Act 1906 s10	£480.00
BACS	Viking	Office supplies incl printer cartridges	Local Government Act 1972 s111	£77.65
BACS	Squirrel Plant Hire	Road sweeper and gully jetting Kent Road	Open Spaces Act 1906 s10	£624.00
BACS	BOBS	Payroll Services Jan-Mar 2025	Local Government Act 1972 s111	£87.00
BACS	Employee(s)	Mar Net pay	Local Govt Act 1972 s112	£1,679.41
BACS	LGPS	Employee pension scheme Mar 2024	Local Government Act 1972 s112	£588.86
BACS	HMRC	PAYE and NIC Mar 2024	Local Government Act 1972 s112	£407.83
BACS	Employee(s)	Expenses/Homeworking Allowance Mar 24	Local Government Act 1972 s111	£91.38
BACS	Unity Trust Bank	Corporate Multipay Debit Card set up fee	Local Government Act 1972 s111	£50.00