



UPTON

PARISH COUNCIL

NOTICE OF ORDINARY PARISH COUNCIL MEETING On: Tuesday 3rd June 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.		
Item No:	AGENDA	
037/25	<u>Public Session</u> Members of the public are invited to address the meeting on agenda items.	
038/25	<u>Apologies for Absence</u> To receive and approve apologies for absence	
039/25	<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.	
040/25	<u>Minutes of the previous meeting</u> To RESOLVE to the Chairman approving the minutes of the Annual Parish Council Meeting on 13 th May and the Chairman duly signing them.	
041/25	<u>Update from Police and WNC Ward Councillors</u> To receive reports from Police and WNC representatives.	
Item No.	<u>Items from previous meetings:</u>	
042/25	<u>Items from previous meetings:</u> To receive a brief update on items from previous meetings: a) St Crispin and Harlestone Cricket Club (SCHCC) Lease b) Community Asset Transfers of St Crispin Community Centre and The Elgar Centre c) Transfer of amenity areas at St Crispin's by Taylor Wimpey d) Kent Road and Upton Parish Council Memorial Car Park e) Play Equipment for U12s and Older Youth Provision f) School parking and Camelot Way Double Yellow Lines g) Vehicle Activated Signs - Speed Indicator Devices h) Parking in Upton on Match Days i) Summer Event Working Group j) Litter Bin Proposals	

043/25	<u>Hidden Graves Project</u> To ratify the purchase of 2 x 10L water carriers at a total cost of £21.18. To agree a suitable plan for watering the new planting.
044/25	<u>Parish Plan</u> To consider alternative methods of formulating a Parish Plan and agree whether to form a committee for this purpose.
045/25	<u>Noticeboard Policy</u> To consider the two alternative noticeboard policies drafted by the Clerk and agree which one to adopt.
046/25	<u>Annual Parish Meeting Follow up</u> To receive an update the following items raised at Annual Parish Meeting: a) Give way markings on Knot Tiers Drive b) Lack of maintenance of Latchet Lane verges, trees and signage
Item No.	General Matters;
047/25	<u>Bench on St Crispin Drive</u> To consider a proposal to purchase and install a new bench at the top of the hill on St Crispin Drive, situated on the verge outside St Crispin Retirement Village.
048/25	<u>Bowls Club Car Park</u> To NOTE the proposal circulated by the Clerk regarding unauthorised use of the car park.
049/25	<u>Flagpole</u> To consider a proposal to purchase and install a new flagpole at Upton Memorial Car Park.
050/25	<u>Communications Strategy</u> To agree to formulate a Communications Strategy, to include consideration of Council's use of newsletters, social media and website.
051/25	<u>Formulation of a Neighbourhood Plan</u> To receive a paper on the pros and cons of formulating a Neighbourhood Plan for Upton.
052/25	<u>Upton Square fountains</u> To NOTE that the Land Trust estimates the cost of repairing the fountains to be £100,000 and is planning a public consultation to agree a way forward. To discuss what role Council might play in the consultation and the efforts to reinstate the fountains to operational use.
053/25	<u>Management Companies</u> To receive a report from the Clerk summarising views from Councillors and agree next steps.
Item No.	Finance

054/25	<u>Income</u> To consider and note all income received in the month as set out in Appendix A.
055/25	<u>Accounts for Payment</u> To consider and RESOLVE to all payments being made, as set out in Appendix B.
056/25	<u>Hinkley & Rugby Building Society Account</u> To RESOLVE to open a Local Council Deposit Account with Hinkley & Rugby Building Society and agree up to three Councillors to be signatories on the account, along with the Clerk & RFO.
Item No.	Planning
057/25	<u>Notification of Planning Applications received for comment.</u> To consider current planning applications for the Parish: a) <u>2025/1700/FULL Northamptonshire Country Centre Berrywood Drive Northampton</u> 9 x Residential units to provide Residential Care Supported Living accommodation (Class C2); Replacement of existing single storey timber structure building in use as a day care centre with a twostorey permanent structure building, reconfiguration of the site layout to provide parking, bin storage areas, cycle parking, recreation facilities and access ways. Front boundary wall and gate. b) <u>2025/2085/FULL Plot 810 Mp7 5 Wildfell Walk Weedon Road Upton Northampton NN5 4FZ</u> Ground floor side extension under existing first floor.
058/25	<u>Lawful Development Certificate (Proposed).</u> To NOTE that the Local Planning Authority has received an application for a Lawful Development Certificate for the following: a) <u>2025/1989/LDP 18 Knot Tiers Drive Northampton NN5 4AY</u> Lawful development certificate (proposed) for use of dwelling as a children's home (C2).
Item No.	Correspondence Received
059/25	To NOTE the following correspondence received: a) Kier WNC Notice of Intention for 20mph speed limit on Berrywood Road b) Member of the public requesting update on pedestrian crossing for Berrywood Drive
Item No.	Closed Session
060/25	<u>Exclusion of Press and Public</u> To RESOLVE to exclude members of the press and public under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1(2)) due to consideration of the following item which is of a confidential nature.
061/25	<u>Clerk's Accrued Holiday and Unpaid Hours 24/25</u> To consider a report from the Clerk on accrued holiday and unpaid hours in 24/25 and to RESOLVE to approve a mutually acceptable level of carry forward and/or payment in lieu.

APPENDIX A - INCOME TABLE

Date	Current Account	Amount
13 May 2025	HMRC VAT Refund	£3,418.04
May 2025	Interest Received	£TBC

APPENDIX B - PAYMENTS TABLE

By	Payee	Description	Amount
BACS	R&G Grounds	Buttercup Meadow Gang mow, triple mow	£787.20
BACS	SLCC	Transfer of Assets 8 th July Event Fee	£36.00
BACS	Employee	May Net Pay	£2,014.14
BACS	LGPS	Employee Pension Scheme May 2025	£702.85
BACS	HMRC	PAYE and NIC May 2025	£671.43

APPENDIX C - PAYMENTS MADE BETWEEN MEETINGS

By	Payee	Description	Amount
DR Card	Amazon	2 x 10L water containers	£21.18