



UPTON

PARISH COUNCIL

NOTICE OF ORDINARY PARISH COUNCIL MEETING On: Tuesday 5th August 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	
080/25	<u>Public Session</u> Members of the public are invited to address the meeting on agenda items.	
081/25	<u>Apologies for Absence</u> To receive and approve apologies for absence	
082/25	<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.	
083/25	<u>Minutes of the previous meeting</u> To RESOLVE to Council approving the minutes of the Ordinary Parish Council Meeting on 1 st July and the Chairman duly signing them.	
084/25	<u>Update from Police and WNC Ward Councillors</u> To receive reports from Police and WNC representatives.	
Item No.	Items from Previous Minutes	
085/25	<u>St Crispin and Harlestone Cricket Club (SCHCC) and St Crispin Bowls Club Lease</u> To NOTE installation of knee rail at Bowls Club car park. To receive an update.	
086/25	<u>Community Asset Transfers of St Crispin Community Centre and The Elgar Centre</u> To NOTE WNC's formal approval of Council's nomination of both community centres as Assets of Community Value. To receive an update.	
087/25	<u>Kent Road and Upton Parish Council Memorial Car Park</u> To RESOLVE to purchase and install a height restrictor on the south entrance to Old Kent Road, by the Greek Church at a cost of £3,085 excl VAT, funded from CIL reserves.	

088/25	<u>Litter Bin Proposals</u> To RESOLVE to ratify the cost of £793.34 for the purchase and installation of the two new litter bins on West Street/Upton Lane and Weedon Road/Brunel Drive junctions and £308.16 for the emptying of both bins from August to March 2026.
089/25	<u>Strategic Parish Plan</u> To receive a report from the Working Group. To agree to launch the public consultation survey proposed by the group.
090/25	<u>Hidden Graves Project</u> To receive a proposal to install a tap at the Greek Church and to RESOLVE to approve a budget spend not exceeding £1,000 to progress the project.
091/25	<u>Wellbeing Bench St Crispin Drive</u> To receive a fully costed proposal to site a bench on St Crispin Drive. To RESOLVE to approve a total spend of £2,902 excl VAT for purchase and installation, funded from CIL reserves.
092/25	<u>Parking in Upton on Match Days</u> To receive a report from Councillor Watson.
093/25	<u>Buttercup Meadow Knee Rail</u> To receive a report from the Clerk and agree which option to progress.
094/25	<u>Other Matters from Previous Meetings</u> To NOTE other work-in-progress matters from previous meetings, for which there are no specific matters for discussion this month: a) Transfer of amenity areas at St Crispin's by Taylor Wimpey b) Play Equipment for U12s and Older Youth Provision c) School parking and Camelot Way Double Yellow Lines d) Vehicle Activated Signs - Speed Indicator Devices e) (Summer) Events Working Group
Item No.	General Matters
095/25	<u>Climate & Nature Champion</u> To appoint a Climate & Nature Champion to represent the council in matters relating to the climate, nature, and the environment. To NOTE that details need to be registered by 3 October 2025 at the latest. NCALC is hosting an online welcome event for all CAN Champions at 1900 - 2100 on 19 November 2025.
096/25	<u>NCALC 78th Annual Conference</u> To NOTE that the NCALC Annual Conference will be held on Saturday 4th October, starting at 10:00am and ending at 1:00pm. To agree to book 2 places for Upton Parish Council and agree who should attend.
097/25	<u>SLCC Clerk's Annual Membership</u> To RESOLVE to approve renewal of the Clerk's annual membership of SLCC at a cost of £300 excl VAT.

098/25	<u>Buttercup Meadow Damaged Knee Rail</u> To RESOLVE to: a) repair three sections of broken knee rail at a cost of £254.85 excl VAT b) repair and reinstate loosened/removed path edging at a cost of £1,276.82 excl VAT on the footpath to Buttercup Meadow from Charlock Road.
099/25	<u>VJ Day 80th Anniversary</u> To NOTE that there will be a national two-minute silence held at 12 noon on 15th August 2025 to mark VJ Day 80. To NOTE that a wreath laying with members of Duston and District Branch of the RBL will take place at 11:30am at the Wooden Soldier Memorial. Councillors and members of the public are welcome to attend.
100/25	<u>WNC Consulttion on Draft Statement of Community Involvement</u> To NOTE WNC have opened a consultation on their Draft Statement of Community Involvement at https://westnorthants.citizenspace.com/place/statement-of-community-involvement/ To agree a suitable response from Council before 25th August deadline.
Item No.	Finance
101/25	<u>Income</u> To consider and note all income received in the month as set out in Appendix A.
102/25	<u>Accounts for Payment</u> To consider and RESOLVE to all payments being made, as set out in Appendix B.
103/25	<u>Purchases approved between meetings</u> To ratify the purchase of an additional 10GB for the Clerk's mailbox at an annual cost of £28 per annum excl VAT.
104/25	<u>Employment Costs</u> To NOTE that the national local government employer bodies and the local government unions have agreed the pay award for 2025/26. The award equates to a 3.2% increase on pay scales and is back dated to 1st April 2025. To RESOLVE to the payment of the back dated 3.2% increase, which equates to £393.12 Gross Salary plus Employers NI and Pension thereon, to be reflected in the September payroll.
Item No.	Planning
105/25	<u>Notification of Planning Applications received for comment.</u> To consider current planning applications for the Parish: a) <u>2025/2666/FULL Cedar House West Street Upton Northampton NN5 4DP</u> Existing timber cladding to be removed and replaced with non-combustible fibre cement wall cladding boards. b) <u>2025/2265/MAF Land to the Northwest and East of Sixfields Stadium Edgar Mobbs Way Northampton</u> Speculative commercial development comprising flexible uses within Use Classes B2 (General Industrial), B8 (Storage and Distribution), E(g)(ii) (Research and Development), and E(g)(iii) (Light Industrial), with ancillary offices (E(g)(i)), together with associated service roads, yard areas, car parking, and landscape planting. c) <u>2025/1306/TPO 101 Berrywood Road Northampton NN5 6UZ</u> There are 3 chestnut trees with TPO overhanging low our drive & garden. I'd like to apply for the council to come & cut back the overhanging branches as too high for a lay man to carry out the work.

	d) <u>2025/2862/COND 1 Willow Close Northampton NN5 4GL Discharge of Condition 6 [CEMP] on Planning Permission 2023/7343/FULL [Extension and alteration of existing building to provide a new office/ staff room with relocation of bin store at 1 Willow Close Northampton NN5 4GL]</u>
106/25	<u>Notification of Planning Application Decisions received from the Planning Authority.</u> To NOTE the following decision/(s) received from the Local Planning Authority: a) <u>2025/0738/FULL 62 Kent Road South, Northampton, NN5 4WD Change of use from dwelling [Use Class C3] to Children's Home [Use Class C2. Approved.</u> b) <u>2025/2085/FULL Plot 810 Mp7 5 Wildfell Walk Weedon Road Upton Northampton NN5 4FZ Ground floor side extension under existing first floor. Approved.</u> c) <u>2025/2332/FULL 20 Brunel Drive Northampton NN5 4AF Single storey extension above the garage. Approved.</u> To NOTE the following decision is still pending: d) <u>2025/1989/LDP 18 Knot Tiers Drive Northampton NN5 4AY Lawful development certificate (proposed) for use of dwelling as a children's home (C2). PENDING</u>

APPENDIX A - INCOME TABLE

Date	Account	Description	Amount
Jul 25	Nat West	Interest Received	£TBC

APPENDIX B - PAYMENTS TABLE

By	Payee	Description	Amount
BACS	R&G Grounds	Buttercup Meadow Gang mow 9/6,23/6 Triple mow 9/6,27/6	£787.20
BACS	Narked Ltd	Additional 10gb email storage for clerk	£28.00
BACS	Employee	July Expenses	£61.23
BACS	Employee	July Net Pay	£2,014.14
BACS	LGPS	Employee Pension Scheme July 2025	£702.85
BACS	HMRC	PAYE and NIC July 2025	£671.43

APPENDIX C - PAYMENTS MADE BETWEEN MEETINGS

By	Payee	Description	Amount
DR Card	Pickle & Pie	Sandwich Platters for Bowls Club night	£63.20