



# UPTON

## PARISH COUNCIL

| MINUTES OF ORDINARY PARISH COUNCIL MEETING<br>On: Tuesday 3 <sup>rd</sup> February 2026                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | At: St Crispin Community Centre<br>Start time: 19:15hrs                                                                      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|
| <b>Attendees:</b><br>Councillor Holt (Chair)<br>Councillor Caddy (Vice Chair)<br>Councillor Bottwood<br>Councillor Earle<br>Councillor Goodley<br>Councillor Haylock<br>Councillor Hull<br>Councillor Ingram<br>Councillor Kinton<br>Councillor Warnes<br>Councillor Watson | <b>Apologies:</b><br>None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Clerk:</b><br>Emma Needham<br><br><b>Also present:</b><br>3 members of the public<br>WNC Ward Councillor Michael Stratton |
| Item No:                                                                                                                                                                                                                                                                    | MINUTES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                              |
| 248/25                                                                                                                                                                                                                                                                      | <b><u>Public Session</u></b><br><br>Members of the public addressed Council on the following matters: <ol style="list-style-type: none"><li>1. To request that the issue of inconsiderate parking on Camelot Way and adjacent streets at school drop-off and pick-up remain on the Parish Council Agenda. To request that a date is set for the next Stakeholder meeting on this topic.</li><li>2. To notify of tree roots causing raised paving slabs on the alleyway between Camelot Way and The Drive and two failed streetlights in the same location.</li><li>3. To introduce staff and answer any questions regarding the children's home at 62 Kent Road.</li></ol><br>Council responded as follows: <ol style="list-style-type: none"><li>1. Noted.</li><li>2. Councillor Bottwood will follow up on the tree roots with BPHA, owners of adjacent hospice. The two streetlights appear to be on WNC's register, so can be reported on <a href="https://fix.westnorthants.gov.uk/">https://fix.westnorthants.gov.uk/</a></li><li>3. Councillors noted that the setting is awaiting Ofsted inspection and will be for 2 children with 2 staff. It is part of The Woodbridge Family Centre and hopes to serve the needs of West Northamptonshire Children's Services. The age range of the children will be 8-17. Staff have made connections with neighbours, arranging meetings and setting up a WhatsApp Group. It is hoped that there could be some community volunteering opportunities for the service users and Council agreed to keep staff informed of events and publish events on the website at <a href="https://upton-pc.gov.uk/whats-on/">https://upton-pc.gov.uk/whats-on/</a></li></ol> |                                                                                                                              |
| 249/25                                                                                                                                                                                                                                                                      | <b><u>Apologies for Absence</u></b><br><br>There were no apologies for absence                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                              |
| 250/25                                                                                                                                                                                                                                                                      | <b><u>Declarations of Interest</u></b><br><br>Councillor Ingram declared a non-pecuniary interest in Agenda Item 253/25 as he is a member of St Crispin Social Club.<br>Councillor Holt declared a non-pecuniary interest in Agenda Item 271/25 as he is a director of NCAALC.<br>There were no other Declarations of Disclosable Pecuniary or Other Interests (DPI) to consider.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                              |

|                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                 | There were no Dispensations or written requests for dispensation of DPI to consider.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>251/25</b>   | <p><b><u>Minutes of the previous meeting</u></b></p> <p>Council RESOLVED to approve the minutes of the Ordinary Parish Council Meeting on 6<sup>th</sup> January and to the Chairman duly signing them.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>252/25</b>   | <p><b><u>Update from Police and WNC Ward Councillors</u></b></p> <p>WNC Ward Councillor Michael Stratton attended the meeting and updated on the following matters:</p> <ol style="list-style-type: none"> <li>1. WNC Local Plan is out for consultation. Upton Parish Council and residents are urged to review the document and respond to the consultation, which is open until 27<sup>th</sup> March <a href="https://www.westnorthants.gov.uk/consultations/west-northamptonshire-local-plan-help-shape-future-your-area">https://www.westnorthants.gov.uk/consultations/west-northamptonshire-local-plan-help-shape-future-your-area</a></li> <li>2. Decision to cancel the WNC Ward Councillor monthly surgeries at The Elgar Centre due to low attendance from the public and issues accessing the building in the evening.</li> <li>3. Police presence at the One Stop on Kent Road to tackle shoplifting problem.</li> <li>4. Meeting of WNC Duston and Upton Ward Councillors (5) to consider the issue of inconsiderate parking in Camelot Way and adjacent streets at school drop-off and pick-up, scheduled for 18<sup>th</sup> February.</li> </ol> <p>There were no members of the Police present.</p> |
| <b>Item No.</b> | <b>General Matters</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>253/25</b>   | <p><b><u>Kent Road and Upton Parish Council Memorial Car Park</u></b></p> <p>Council reviewed two design options for the refurbishment of UPC Memorial Car Park. It was agreed to request rough "order of magnitude" costings and prepare a cost estimate for submitting a planning application (profession fees and local planning authority fees) for consideration at the next meeting.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>254/25</b>   | <p><b><u>Vehicle Activated Speed Indicator Device for High Street</u></b></p> <p>The Chairman updated Council, confirming that the location for the VAS has been added to our existing Section 50 Street Licence at no extra cost. WNC Highways contractor Kier is preparing a quotation for a bespoke pole to host the Coeval solar VAS, which is currently mothballed.</p> <p>Council agreed to apply to Northamptonshire Safer Roads Alliance for a grant to fund the cost of the new pole, once the quote is available.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>255/25</b>   | <p><b><u>St Crispin Cemetery – Asset Transfer Proposal</u></b></p> <p>Council received a report from the Clerk outlining the pros and cons to consider. Council agreed with the recommendation to postpone consideration of this asset transfer unless at least one of the following prerequisites is in place:</p> <ol style="list-style-type: none"> <li>1) A direct approach from WNC demonstrating a willingness to execute the transfer with transparency, fairness and generosity (eg: pump priming, grant or commuted sum).</li> <li>2) Successful transfer St Crispin Community Centre and/or The Elgar Centre.</li> </ol> <p>It was noted that NCALC/WNC are preparing an Expression of Interest form with the aim of improving the "process flow" for proposals related to the transfer of assets and services (referred to broadly as 'devolution' or 'localism') from West Northamptonshire Council (WNC) to Parish and Town Councils.</p>                                                                                                                                                                                                                                                                 |

|        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|--------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 256/25 | <p><b><u>Hearing Loop or PA system for St Crispin Community Centre</u></b></p> <p>Councillor Ingram reported that a quotation has been requested for the installation of a hearing loop in the Small Hall at St Crispin Community Centre. CSN have indicated their support for the proposal but are unable to fund the proposal as they do not have a signed lease in place. Permission to install the Hearing Loop would need to be sought from WNC, as the freeholder. It was agreed to report back to Council, once quotations have been received.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 257/25 | <p><b><u>Defibrillators - Replacement Batteries</u></b></p> <p>Council agreed to appoint South Northants Community Responders as Guardians of UPC's three defibrillators and RESOLVED to donate £500 to SNCR in recognition of this service.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 258/25 | <p><b><u>Events Planning 2026</u></b></p> <p>Council received a report from Councillor Hull and RESOLVED to proceed with the 2026 event programme proposal.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 259/25 | <p><b><u>Councillor Surgeries</u></b></p> <p>Council noted that WNC Ward Councillor Michael Stratton had decided that it was no longer efficient to continue the monthly WNC Ward Councillor surgeries (Min Ref 252/25), so it was no longer necessary for Council to debate whether UPC should continue to attend.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 260/25 | <p><b><u>Annual Parish Meeting 2026</u></b></p> <p>Council RESOLVED to the following costs for hosting the Annual Parish Meeting at The Elgar Centre on Tuesday 21<sup>st</sup> April 2026, 7pm to 9pm.</p> <ul style="list-style-type: none"> <li>a) Venue hire £48 excl VAT</li> <li>b) Refreshments at £3.50/head excl VAT and subject to minimum 40 heads</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 261/25 | <p><b><u>Play Equipment for U12s and Older Youth Provision</u></b></p> <p>Council received a verbal report from Councillor Caddy, Chair of the Working Group. Consultation with circa 60 children and young people (age range 6-14) has been completed with some valuable feedback gathered to formulate a child-led plan and strategy for now and in the future.</p> <p>The "trim trail" path around Upton Country Park is seen as a valuable asset, which substantiates the proposal to replicate this at St Crispin Park. The Working Group is seeking Council's view on whether to progress this:</p> <ul style="list-style-type: none"> <li>a) Under the remit of the Play Equipment Working Group or as a mainstream project</li> <li>b) As a two-stage project (Stage 1: trim trail, Stage 2: play equipment) or both together as a single stage, combined project.</li> </ul> <p>Councillor Ingram provided a rough order of magnitude cost estimate for the trim trail of £230k. Funding streams were considered and a broad principle of using S106 funding for St Crispin and CIL funding for Upton South was agreed. The Clerk was asked to provide an up-to-date balance of UPC's unallocated CIL Reserves available for this use.</p> |
| 262/25 | <p><b><u>Transfer of amenity areas at St Crispin's by Taylor Wimpey</u></b></p> <p>To receive an update on the following:</p> <ul style="list-style-type: none"> <li>a) <b>Green on Berrywood Drive/ St Crispin Crescent.</b> Taylor Wimpey own this land and is willing to install a timber knee rail at their own cost, to protect the green space from unauthorised vehicle incursions. As the long-term plan is for this area to be transferred to UPC, council needs to consider future maintenance liability. TW are willing to install a recycled plastic knee rail if UPC are willing to contribute the incremental cost vs timber, which equates to £4,240 excl VAT. Council deferred this item to the next meeting.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

|               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|---------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|               | <p>b) <b>Verge adjacent to north of Bowls Club car park, adjacent to Cricket Ground.</b> T Taylor Wimpey have confirmed ownership of the verge and will include this land parcel in the eventual transfer of amenity areas to UPC. In the meantime, TW will write a letter of intention to allow Council to extend a pedestrian footpath along this verge. The three birch trees might constrain the width and depth of the path. Alternatively, the Bowls Club have contacted UPC to confirm that they will add yellow hatch markings to allow a safe pedestrian route along the side of their car park. No conclusion was reached.</p> <p>c) <b>Taylor Wimpey purchase and installation of new dog poo bin near Dent Close.</b> Council requested a general waste bin in lieu of a dog poo bin</p> <p>Council RESOLVED to approve annual emptying cost of new bin at an estimated cost of £230.</p> |
| <b>263/25</b> | <p><b><u>St Crispin and Harlestone Cricket Club (SCHCC) Lease</u></b></p> <p>The Clerk updated Council explaining that the solicitors have added a clause that defines “the tenant’s work” as “the demolition of the current clubhouse and construction of a new clubhouse at the Property” which neatly side steps the need for a Licence for Alteration (and the associated legal fees).</p> <p>Discussions with the other party regarding details on boundaries and term continue.</p>                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>264/25</b> | <p><b><u>Broken Knee rail on WNC green space by Greek Orthodox Church of St Neophytos</u></b></p> <p>Council agreed to write a formal letter to WNC to request the repair and reinstatement of the knee rail fence to protect the green space outside Greek Orthodox Church from vehicle incursion.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>265/25</b> | <p><b><u>Major Housing Developments in Upton</u></b></p> <p>Council received a report from Councillor Bottwood and agreed to two courses of action outlined in the report:</p> <ol style="list-style-type: none"> <li>1. A formal (post-date) response to the S106 consultation</li> <li>2. A meeting with WNC Councillors</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>266/25</b> | <p><b><u>Scheme of Delegation</u></b></p> <p>Council RESOLVED to approve the draft Scheme of Delegation circulated by the Clerk.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>267/25</b> | <p><b><u>Financial Regulations</u></b></p> <p>Council RESOLVED to adopt the revised Financial Regulations as circulated by the Clerk, subject to:</p> <p>.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>268/25</b> | <p><b><u>Assertion 10</u></b></p> <p>Council discussed the IT Policy and the difficulties of enforcing certain aspects of it on personal devices that Councillors use to access their council email accounts..</p> <p>Council RESOLVED to:</p> <ol style="list-style-type: none"> <li>a) adopt the IT Policy as circulated by the Clerk</li> <li>b) engage Narked Design to carry out WCAG 2.2 accessibility improvements and adjustments at an estimated cost not exceeding £135 excl VAT.</li> </ol> <p>Councillor Ingram requested that the vote be recorded:</p> <p>7 in favour<br/>2 abstentions<br/>2 against.</p>                                                                                                                                                                                                                                                                              |

|               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|---------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>269/25</b> | <p><b><u>Council Phone</u></b></p> <p>Council RESOLVED to purchase a mobile phone for £479.00 plus £22.00 per month on a 24-month contract.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>270/25</b> | <p><b><u>Installation of Noticeboard</u></b></p> <p>Council RESOLVED to approve a cost of £27.72 for the reimbursement of cost of materials to Councillor Watson.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>271/25</b> | <p><b><u>Training</u></b></p> <p>Council RESOLVED to book the following training courses:</p> <ul style="list-style-type: none"> <li>a) 1 x place on NALC Course "Future Leaders: Attracting Young Talent to Parish and Town Councils" at a cost of £35</li> <li>b) 2 x places on NCALC Course "Responding to Planning Applications" at a cost of £35 excl VAT</li> </ul> <p>Council ratified booking the following training course:</p> <ul style="list-style-type: none"> <li>c) 1 x place on NCALC Course "A Clerk &amp; Councillor's Introduction to Artificial Intelligence" at a cost of £46 excl VAT</li> </ul> |
| <b>272/25</b> | <p><b><u>Other Matters from Previous Meetings</u></b></p> <p>Council NOTED other work-in-progress matters from previous meetings, for which there were no specific matters for discussion this month:</p> <ul style="list-style-type: none"> <li>a) Community Asset Transfers of St Crispin Community Centre and The Elgar Centre</li> <li>b) Parking in Upton on Match Days</li> <li>c) 20mph / Parish Entrance Signage</li> </ul>                                                                                                                                                                                    |

*Pursuant to Standing Order 10a xviii Council RESOLVED to extend the length of the meeting by 15 minutes.*

|                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Item No.</b> | <b>Finance</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>273/25</b>   | <p><b><u>Income</u></b></p> <p>Council noted all income received in the month as set out in Appendix A.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>274/25</b>   | <p><b><u>Accounts for Payment</u></b></p> <p>Council RESOLVED to all payments being made, as set out in Appendix B.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Item No.</b> | <b>Planning</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>275/25</b>   | <p><b><u>Notification of Planning Applications received for comment.</u></b></p> <p>Council considered current planning applications for the Parish:</p> <ul style="list-style-type: none"> <li>a) <u>2026/0065/S73 Land at Norwood Farm Sandy Lane Harpole Northampton</u> Removal of criterion c (ii) from condition 31 The criterion wording to be deleted states, "(ii) Upton Valley Way / Nectar Way junction as shown on drawing number 32486/1001/005 to 2024/5662/S73 (Variation of Condition 31 to remove requirements (a) and c (iii) relating to highway improvement works on the M1 Junction 15A/A43/A5123, highway improvement works on Upton Valley Way/Nectar Way junction and highway improvement works to M1 Junction 16 respectively in relation to planning application S/2016/1324/EIA. <b>Council agreed to a No Comments response.</b></li> <li>b) <u>2026/0199/TPO Quinton House School Upton Hall Upton Lane Northampton NN5 4UX</u> G15 Yew/Holly/Laurel - Coppice all laurels. Reduce Yews and Holly closest to buildings. Broadcast arisings within belt of trees. T083/T084/T085/T090 Scots pine - Section fell all</li> </ul> |

|                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|-----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                 | <p>trees to ground level T81 Pedunculate Oak - Remove deadwood over 25mm in diameter<br/>T88 English Yew - Section fell to ground level.<br/><b>Council agreed to a No Comments response.</b></p> <p>c) <u>2026/0094/FULL 25 Latchet Lane Northampton NN5 4GF</u> Change of use of single dwelling (use class C3) to house of multiple occupation for 7 people (use class Sui Generis).<br/><b>Council agreed to Object on the grounds of over-intensification of HMOs.</b></p> <p>d) <u>2026/0248/FPATH Upton Park Development Upton Valley Way North Northampton NN5 4HE</u> Diversion of PRow LB5 (part) in association with Outline application N/2011/0997 for the erection of 860 dwellings and 3 commercial units (Use Classes A1 (shop) and A3 (restaurant/cafe)) along with garages, roads, sewers, landscaping and ancillary works.<br/><b>Council agreed to a No Comments response.</b></p>                                                                                                                                                                                                                                                                                                                                                                              |
| <b>276/25</b>   | <p><b><u>Notification of Planning Application Decisions received from the Planning Authority.</u></b></p> <p>Council NOTED the following decisions received from the Local Planning Authority:</p> <p>a) <u>2025/4288/FULL 4 High Street Upton Northampton NN5 4EH</u> Change of use from dwelling house (use class C3) to 5-bedroom house of multiple occupation (use class C4).<br/><b>Refusal.</b></p> <p>b) <u>2025/5198/TCA Scrub Area North of Cricket Ground St Crispin Drive Northampton (St Crispin Bowls Club car park)</u> T1 &amp; T2 No. Lime (Tags 02784 &amp; 02785); remove basal epicormic growth and crown lift to 2.5m. T3 Beech Hedge; cut back overhanging lateral growth to kerb line, from all car parking spaces within bowling car park. Council agreed to a no comments response. <b>No Objections.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Item No.</b> | <b>Correspondence Received</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>277/25</b>   | <p>To NOTE the following correspondence received:</p> <p>a) <b>Resident, regarding double charging by private Management Company in Upton</b><br/>Council agreed to respond to the resident explaining that as management fees are a private contract between the homeowner and the management company, the Parish Council has no remit to request accounts and investigate double charging. The resident is encouraged to form a Residents Association to present a united approach.</p> <p>b) <b>The Lewis Foundation, regarding disconnect in arrangements for sports field hire</b><br/>Council agreed to write to WNC requesting a more coherent policy regarding the hire of the sports field and changing rooms by the same entity. This would enhance clarity for the public and reduce the likelihood of inappropriate conduct from teams without access to toilet facilities.</p> <p>c) <b>Resident, regarding fly-tipping and public urination in layby on Upton Valley North</b><br/>Council agreed to write to Morris Homes to see if they own the layby and if not, to enlist their help in finding the owner and requesting remediation. They have a vested interest in removing this eyesore from the direct vicinity of the homes they are marketing for sale.</p> |

## APPENDIX A – INCOME TABLE

| Date   | Account  | Description       | Amount |
|--------|----------|-------------------|--------|
| Jan 26 | Nat West | Interest Received | £49.03 |

## APPENDIX B - PAYMENTS TABLE

| By   | Payee                                | Description                                         | Amount    |
|------|--------------------------------------|-----------------------------------------------------|-----------|
| BACS | Landmark Surveys & Developments Ltd  | Topographical survey of UPC Memorial Car Park       | £690.00   |
| BACS | South Northants Community Responders | 3 x Mindray C2 batteries                            | £705.00   |
| BACS | South Northants Community Responders | Donation for being Guardian of 3 UPC defibrillators | £500.00   |
| BACS | Viking                               | 2500 A4 Printer paper, HP 924 cartridges            | £102.39   |
| BACS | Raybell                              | Tarmac repairs to access road UPC Memorial car park | £3,822.00 |
| BACS | The Lewis Foundation                 | APM refreshment catering 40 heads 21/04/2026        | £168.00   |
| BACS | Mark Watson                          | Reimburse expenses for fingerpost sign repair       | £51.67    |
| BACS | Mark Watson                          | Reimburse expenses for noticeboard installation     | £27.72    |
| BACS | Employee/(s)                         | January Net Pay                                     | £2,074.41 |
| BACS | LGPS                                 | Employee Pension Scheme January 2026                | £727.50   |
| BACS | HMRC                                 | PAYE and NIC January 2026                           | £707.51   |
| BACS | Employee/(s)                         | January Expenses                                    | £130.98   |

In the absence of further business, the meeting was closed at 21:25hrs.

Signed: .....

Councillor Andrew Holt – Chairman to Upton Parish Council

Date: 3<sup>rd</sup> March 2026