



UPTON

PARISH COUNCIL

NOTICE OF ORDINARY PARISH COUNCIL MEETING		At: Berrywood Hospital
On: Tuesday 7 th July 2026		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. Members of the public are not permitted to speak after the 15-minute public session but if the chair believes that a WNC ward councillor has information which could be pertinent to an ongoing discussion, the chair can, at their discretion, allow the ward councillor to speak.		
Item No:	Agenda item:	
051/26	<u>Public Session</u> Members of the public are invited to address the meeting on agenda items.	
052/26	<u>Apologies for Absence</u> To receive and approve apologies for absence	
053/26	<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.	
054/26	<u>Minutes of the previous meeting</u> To RESOLVE to Council approving the minutes of the Ordinary Parish Council Meetings on 2 nd June 2026 and the Chairman duly signing them.	
055/26	<u>Update from Police and WNC Ward Councillors</u> To receive reports from Police and WNC representatives.	
Item No:	Items from previous meetings	
056/26	<u>CCTV Marina Park and The Elgar Centre Car Park</u> To RESOLVE to sign up to a one-year trial agreement with Crimewave for one mobile CCTV camera at a cost of £6,100 + VAT per annum and agree whether to fund the cost via a grant application or CIL reserves.	
057/26	<u>St Crispin and Harlestone Cricket Club (SC&HCC) Lease</u> To receive: a) the Asbestos Management Survey for the Cricket Club b) a copy of the Safe Certificate for remedial works carried out by an accredited contractor and commissioned and paid for by SC&HCC. To RESOLVE to approve a cost of £450 excl VAT for the survey payable to BDA.	

058/26	<u>Play Equipment Working Group</u> To NOTE recommendations from the working group's report and to: Approve in principle the twin-site approach: St Crispin's (North) and Upton Country Park (South), as a coordinated parish-wide recreation and wellbeing offer. Endorse Phase 1 priorities: - St Crispin's: MUGA and perimeter outdoor fitness stations - Upton Country Park: Table tennis and double zip wire adjacent to the existing play area at the Elgar Centre Note the Working Group's position that any new play provision at Upton Country Park should augment the existing Elgar Centre cluster rather than be sited in the lower park. Note that Phase 2/3 items (MUGA at Upton CP, fenced SEND-friendly play area, adult fitness cluster, car park land design) require further exploration before a funding decision. Agree that WNC should be approached to request they lead the work to fund and install Phase 1 Upton Country Park equipment via S106, with the Parish leading on S106 bids for St Crispin's amenities.
059/26	<u>Upton Youth Club Grant Application (Deferred 042/26)</u> To receive an update.
060/26	<u>Kent Road and Upton Parish Council Memorial Car Park (Min Ref 018b/26)</u> To review the drawings and documentation prepared for the car park planning application. To receive a proposal from Councillor Bottwood to amend the drawings and supporting documentation to a one-way flow with a single access point. To review two alternative sketches and agree a preference for Option 1 or 3. To RESOLVE to amend the layout to a one-way flow with a single access point as shown in Option [Insert agreed option] at a cost of £95/hr for the redrawing of the design.
Item No.	General Matters
061/26	<u>Bluebell Wood (Spinney to the west of Marina Park Play area)</u> To consider a proposal to enter into dialogue with Homes England to secure and protect this area for the parish via an asset transfer or listing as a community asset.
062/26	<u>Formal Letter of Concern regarding the sale and closure of The Country Centre, Berrywood Drive</u> To NOTE receipt of correspondence from a member of the public expressing concern about the proposed sale and potential closure of The Country Centre, Berrywood Drive, by the site owner, registered charity William Blake House.
063/26	<u>St Crispin Bowls Club</u> To NOTE temporary banner and car park signage options under consideration. To agree the proposed letter-drop to residents (as circulated to Councillors by the Clerk). To consider an appropriate course of action regarding the SORN'd vehicle. To receive a status update on the Bowls Club lease To receive the Asbestos Management Survey for the Bowls Club To RESOLVE to approve a cost of £150 excl VAT for the survey payable to BDA.

064/26	<u>Relocation of Coeval SID</u> To RESOLVE to approve the relocation of Coeval SID to new bespoke pole at a cost of £608 excl VAT.
065/26	<u>Damage to Wooden Soldier</u> To NOTE damage to brick work surrounding wooden soldier and agree a suitable course of action.
066/26	<u>Events 2026</u> To receive an update.
067/26	<u>Communications Strategy</u> To receive an update.
068/26	<u>Other Correspondence Received</u> a) St Crispin Park littering b) Request to use UPC Memorial Car Park for Charity Bake Sale c) Dog fouling footpath to Buttercup Meadow, nr Teasel Close d) Noise disturbance from Berrywood Hospital (loud music)
Item No.	Finance
069/26	<u>Income</u> To consider and note all income received in the month as set out in Appendix A.
070/26	<u>Accounts for Payment</u> To consider and RESOLVE to all payments being made, as set out in Appendix B.
071/26	<u>Purchases approved between meetings</u> To ratify purchases approved between meetings in accordance with FR6.9i, as set out in Appendix C.
Item No.	Planning
072/26	<u>Upton Lodge N/2017/0091 – Developer confirmed as Vistry</u> To NOTE that the Upton Lodge Sustainable Urban Extension (SUE) site has been sold to the developer Vistry. To receive a report from initial engagement meeting with developer, as circulated by the Clerk.
073/26	<u>Planning Applications received from the Local Planning Authority for comment</u> To NOTE the following planning applications, received from the Local Planning Authority for Upton Parish Council's comment: a) <u>2026/2403/FPATH Upton Park Development Upton Valley Way North Northampton</u> Diversion of PRow LB5 in association with Reserved Matters application N/2018/0426 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 b) <u>2026/2330/HH 2 Clickers Mews Northampton NN5 4EE</u> Loft conversion with Velux windows

074/26	<u>Planning Applications received from the Local Planning Authority for which the deadline for comment has already passed</u> To NOTE the following planning applications, received from the Local Planning Authority for which the deadline for comment has already passed: a) <u>2026/2002/FULL 9 Clover Street Northampton NN5 4BA</u>. New ground floor side window.
075/26	<u>Notification of Planning Application Decisions reached by the Local Planning Authority.</u> To NOTE the following decisions reached by the Local Planning Authority: a) <u>2025/1604/LBC The Greek Orthodox Church of St Neophytos St Crispin Drive Northampton NN5 4UN</u> Listed building consent for localised repairs to plaster and repaint sections of the walls due to water damage. Approval. b) <u>2026/1724/TCA Open Space Berrywood Close Northampton</u> Large number of trees with a range of remedial and general maintenance works. No Objections. c) <u>2026/1498/FULL 102 Ashby Wood Drive Northampton NN5 4DX</u> Installation of 1 roof light to rear roof slope (retrospective). Approval.

APPENDIX A - INCOME TABLE

Date	Account	Description	Amount

APPENDIX B - PAYMENTS TABLE

By	Payee	Description	Amount
BACS	Access Storage	8 th Jul to 7 th Aug 2026 Inv no 60731 Min Ref 283/25	£95.00
BACS	DJOGS Ltd	Biodiversity Impact Assessment Min Ref 018b/26	£1,620.00
BACS	Chapman Designs	Planning Application Professional Fees Min Ref 018b/26	£900.00
BACS	Gazeboshop	6ft folding table and open back branded cover 043a/26	£148.00
BACS	Narked Design	Alt image AI Plug-in 1 year subscription	£49.00
BACS	B R Own	Supply and fit tap at back of St Crispin Community Centre	£718.32
BACS	R&G Grounds	Buttercup Meadow Gang mow 5/5 18/5, Triple 12/5 26/5	£787.20
BACS	R&G Grounds	Memorial Car Park Triple mow 12/5, 26/5 Weed control 26/5	£160.80
BACS	Barbara Osborne Business Services	Payroll Services Apr – Jun 2026	£96.00
BACS	Employee/(s)	Jun Net Pay	£2,074.41
BACS	LGPS	Employee Pension Scheme Jun 2026	£751.31
BACS	HMRC	PAYE and NIC Jun 2026	£707.51
BACS	Employee/(s)	Jun Expenses	£151.77
Dr Card	McAfee	McAfee Premium Antivirus and Spam Detect Subscription	£114.99

APPENDIX C - PAYMENTS MADE BETWEEN MEETINGS

By	Payee	Description	Amount
Dr Card	Microsoft	Microsoft 365 Premium Pro-rata to 6 th July	£8.99
DD	Microshade (Flotek) Group	Mobile phone Jun Min Ref 269/25 260600476588	£26.40
Dr Card	Amazon	Loud Hailer (Min Ref 043/26) and First Aid sign	£48.24