



UPTON

PARISH COUNCIL

MINUTES OF ORDINARY PARISH COUNCIL MEETING On: Tuesday 2 nd June 2026		At: Berrywood Hospital Start time: 19:15hrs
Attendees: Councillor Holt (Chair) Councillor Caddy (Vice Chair) Councillor Bottwood Councillor Earle Councillor Hull Councillor Ingram Councillor Kinton Councillor Warnes Councillor Watson	Apologies: Councillor Goodley Councillor Haylock	Clerk: Emma Needham Also present: 3 members of the public 4 Officers from Northamptonshire Police
Item No:	MINUTES	
032/26	<u>Public Session</u> Two representatives from Sport4Fitness CIC introduced themselves and made themselves available to answer any questions arising on Agenda item 042/26. A representative from NTFC Community Trust attended the meeting to make contact with the Parish Council and express interest in collaborating on youth provision initiatives in the future.	
033/26	<u>Apologies for Absence</u> Council received and approved apologies for absence from Councillor Goodley and Councillor Haylock.	
034/26	<u>Declarations of Interest</u> There were no Declarations of Disclosable Pecuniary or Other Interests (DPI) to consider. There were no Dispensations or written requests for dispensation of DPI to consider.	
035/26	<u>Minutes of the previous meeting</u> Council RESOLVED to approve the minutes of the Annual and Ordinary Parish Council Meetings on 5 th May and the Chairman duly signing them.	
036/26	<u>Crimewave</u> Council received a presentation from Crimewave UK exploring the potential use of CCTV in Upton. Crimewave UK's representative answered questions from Councillors. During the course of the discussion, two specific offers were made: • The deployment of a complimentary camera FOC to cover the adjacent woods • The offer of the three-year price for a one-year trial PSCO James Scarsbrook presented crime statistics by type of incident in the Marina Park area. The police officers present endorsed the proposal to introduce CCTV and explained how beneficial it would be both as a deterrent and in prosecuting crime.	
037/26	<u>Update from Police and WNC Ward Councillors</u> There were no WNC Ward Councillors present. WNC Ward Councillor Michael Stratton had sent his apologies.	

	Representatives from Northamptonshire Police gave an update on the following matters: • Reduce Speeding Op carried out on Kent Road South for 2-hour duration at school pick up time. Nil results. Follow-up operations will be carried out on a monthly basis. • Youth ASB on the rise as weather heats up • Patrol of St Crispin Tower with WNC's Anti-Social Behaviour Case Manager noted burst water main and other hazards • Car meets on Sixfields • PSPO (Northampton) 2023 prohibiting the consumption of alcohol and intoxicating substances covers St Crispin Park. In response to questions from Councillor Caddy, police confirmed recent changes give them enforcement powers (subject to training). Council urged the roll out of this training and requested increased patrols on St Crispin Park during the evenings.
Item No:	Items from previous meetings
038/26	<u>CCTV Marina Park and The Elgar Centre Car Park</u> Council considered the presentation from Crimewave UK. Council asked the Clerk to seek a formal quotation and to bring a costed proposal to the next meeting.
<i>Pursuant to Standing Order 1(a), the Chairman used his discretion to bring forward Agenda item 042/26 in response to interest from members of the public in attendance.</i>	
039/26	<u>St Crispin and Harlestone Cricket Club (SC&HCC) Lease</u> Council noted a response from Taylor Wimpey. To satisfy restriction B3 in our title, they will need to prepare a Deed of Covenant with the incoming tenant. Council RESOLVED to approve a cost of £750 excl VAT plus £50 payable to Wellers Solicitors.
040/26	<u>Play Equipment Working Group</u> Council received a report from the working group. The Chairman encouraged Councillors to contact the working group if there were any questions arising.
041/26	<u>20mph Mandatory Speed Limit / Parish Entrance Signage (Min Ref 121/25, 235/25)</u> It was noticed that WNC Highways has approved the use of the amended Upton Parish logo on the gateway signs for the propose 20mph mandatory speed limit. It was agreed that Council's response to the statutory consultation should note that the area includes a section of unadopted highway on St Crispin Drive and excludes the left-hand spur of Dover Close (to the north). It is hoped that these two items can be address before the public consultation is launched.
Item No.	General Matters
042/26	<u>Upton Youth Club Grant Application</u> Council discussed a grant application received from Sport4Fitness to fund 30 sessions at Upton Youth Club. Whilst Council was generally minded to provide support for the Youth Club, there were several questions that the representatives from Sport4Fitness were unable to answer. It was therefore agreed to DEFER the resolution to award grant funding of £2,400 until the next meeting, once further information could be provided.
043/26	<u>Events 2026</u> Council received a report from Councillor Hull. He urged Councillors to review the list of forthcoming events and contact him if they are able to volunteer their help.

	Council NOTED upcoming payments from the previously approved Events budget allocation (Min Ref: 258/26) a) £200 for face painting at Pedal Party/Fun Day on 20th June (budgeted) b) £1,263 for fully staffed risky play session including equipment on 1st August Fun Day (budgeted) Council RESOLVED to purchase: a) a table and printed, backless tablecloth to work in conjunction with the Parish Council Gazebo, at a total cost of £123.33 excl VAT. b) a loud hailer at an estimated cost of less than £40 excl VAT.
044/26	<u>Communications Strategy</u> Council agreed to leave the proposed Communications Strategy in “first draft” status and re-visit at a later date. Councillors welcomed the proposal from Pilkington Communications for the relaunch of Upton Parish Council on social media. Councillor Caddy suggested there might be some minor adjustments to the work plan. Council RESOLVED to approve a cost of £800 excl VAT for comms support (budgeted) from Pilkington Communications.
045/26	<u>Litter and ASB on St Crispin Park</u> Council NOTED correspondence received regarding littering and ASB on St Crispin Park. Council had requested additional patrols from the police at Agenda item 037/26. WNC Ward Councillor Michael Stratton had also been informed of the issues.
<i>Pursuant to Standing Order 10(a)xviii, Council RESOLVED to extend the length of the meeting by 15 minutes.</i>	
Item No.	Finance
046/26	<u>Income</u> Council noted income received in the month as set out in Appendix A.
047/26	<u>Accounts for Payment</u> Subject to removing the payment of £2,400 to Sport4Fitness (Min ref 042/26) and adding a payment of £800 to Pilkington Communications (Min Ref 044/26), Council RESOLVED to the payments being made, as set out in Appendix B.
048/26	<u>Purchases approved between meetings</u> Council ratified purchases approved between meetings in accordance with FR6.9i, as set out in Appendix C.
Item No.	Planning
049/26	<u>Notification of Planning Application received from the Planning Authority for which the deadline for comments has already passed.</u> Council NOTED the following planning applications, for which the deadline for comments has already passed: a) <u>2026/1724/TCA Open Space Berrywood Close Northampton</u>. Large number of trees with a range of remedial and general maintenance works.
050/26	<u>Notification of Planning Application Decisions received from the Planning Authority.</u> Council NOTED the following decisions received from the Local Planning Authority:

	a) <u>2026/1416/FULL 219 & 217 St Crispin Drive Northampton NN5 4UL</u> Change of use of two dwellinghouses (Use Class C3) to a children's residential care home (Use Class C2) with associated management arrangements. Withdrawn. b) <u>2026/1052/TCA Land to the rear of Excalibur Close Northampton NN5 4BJ</u> Work to various trees in line with the Work Specification. No objections.
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APPENDIX A - INCOME TABLE

Date	Account	Description	Amount
May 26	HMRC	VAT Reclaim 2025/26	£12,995.42

APPENDIX B - PAYMENTS TABLE

By	Payee	Description	Amount
BACS	Billie Balloons	Facepainting & Balloon decoration	£200.00
BACS	Upton Youth Club	Grant Application (Subject to Resolution Min Ref 042/26	£2,400.00
BACS	Viking	Various incl. Key tags, punched pockets and dividers	£25.82
BACS	B&D Publications	In & Around St Crispin, Upton Magazine – 3 issues	£460.00
BACS	R&G Grounds	Buttercup Meadow Gang mow 7/4, 20/4, Triple 14/4,28/4	£787.20
BACS	R&G Grounds	Memorial Car Park Triple mow 14/4, 28/4	£112.80
BACS	Wellers	Cricket Club Lease – Deed of Covenant for Clause 5 (B3)	£950.00
BACS	West Northamptonshire Council	Bin Emptying April 2026-March 2027 – 8 bins	£2,295.46
BACS	Employee/(s)	April Net Pay	£2,074.41
BACS	LGPS	Employee Pension Scheme May 2026	£751.31
BACS	HMRC	PAYE and NIC May 2026	£707.51
BACS	Employee/(s)	May Expenses	£92.10
Dr Card	Microsoft	Microsoft 365 Premium 6 th July 2026 Annual Subscription	£189.99

APPENDIX C - PAYMENTS MADE BETWEEN MEETINGS

By	Payee	Description	Amount
Dr Card	HM Land Registry	Title Deeds Country Centre	£14.00
DD	Microshade (Flotek) Group	Mobile phone May Min Ref 269/25 260500464419	£26.40
BACS	Access Storage	23 rd May to 22 nd Jun 2026 Inv no 59521 Min Ref 283/25	£95.00
BACS	Access Storage	23 rd Jun to 7 th Jul 2026 Inv no 59710 Min Ref 283/25	£47.50
BACS	Gallagher Insurance	Hiscox Insurance Policy 1 st Jun 2026 to 31 st May 2027	£1,686.76
BACS	West Northamptonshire Council	Design & Installation of SID Post (Grant Funding Received)	£1,893.19

In the absence of further business, the meeting was closed at 21:17hrs.

Signed:

Councillor Andrew Holt. – Chairman to Upton Parish Council

Date: 7th July 2026